

July 19, 2022

The Juniata County Commissioners met on the above date with Commissioners Alice Gray, Todd Graybill, and Mark Partner present. Others in attendance in the meeting room included Planning and Community Development Director Bradley W. Kerstetter, County Treasurer Laurie S. Hower, Human Resources Manager Jamie S. Imes, Chief Probation Officer Michelle A. Beaver, and Deputy Chief Probation Officer Abigail V. Krepps. Participating via WebEx conference call were Juniata Sentinel reporter Leslie Milliken and Sentinel reporter Erin Thompson.

The meeting was called to order at 10:00 a.m. by Chairperson Gray. A moment of silence was observed followed by the Pledge of Allegiance. On a motion by Partner and a second by Graybill, the Minutes of the July 12, 2022 meeting were unanimously approved as submitted.

There being no public comment, the Commissioners took the following actions:

- The following meetings and events were reported as being attended.

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| <b>T. Graybill</b><br>Seda-Cog<br>CCAP<br>Chamber of Commerce | <b>M. Partner</b><br>Seda-Cog | <b>A. Gray</b><br>PENNVEST |
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- The Commissioners issued Proclamation No. 2022-8 proclaiming the week of July 18<sup>th</sup> through 24<sup>th</sup>, “Pretrial, Probation, and Parole Supervision Week”.
- It was moved by Partner and seconded by Graybill to approve the following “Letters of Support” for the organizations listed. The motion was unanimously carried.
  - Mifflintown Municipal Authority - supporting a grant application to fund the Mifflin Hill Water Main Replacement project.
  - Juniata County Historical Society - supporting a grant application to fund the digitizing of archived documents.
- The Commissioners acknowledged the resignation of Lesa M. Walters from her position as a District Court Secretary for Magisterial District Court 41-3-02 effective as of July 11, 2022.
- It was moved by Graybill and seconded by Partner to approve the “Certification Statement - County Children & Youth Social Service Programs” for the period of April 1, 2022 through June 30, 2022 as submitted by the Children & Youth Fiscal Department. The motion was unanimously carried.
- It was moved by Graybill and seconded by Partner to approve the following Community Development Block Grant (CDBG) CV Competitive Program application documents related to the Mifflin Hill Water Main Replacement project. The motion was unanimously carried.
  - Resolution No. 2022-8 “Authorizing Application Submission”
  - Resolution No. 2022-9 “Fair Housing”.
  - Resolution No. 2022-10 “Section 504, Appointing a Section 504 Compliance Officer”.
  - “General Application Certifications”.
  - “Disclosure Report”.
  - “Four-Factor Analysis Completion and Findings Certification”.
  - “Language Access Plan”.
- It was moved by Partner and seconded by Graybill to approve payment of checks #65073 - #65124 in the amount of \$269,912.57. The motion was unanimously carried.
- The Commissioners reviewed the following June 2022 departmental reports:
  - “Sheriff’s Monthly Report” as submitted by the Sheriff’s Office.
  - “Summary of Collections Report – Fines and Costs” as submitted by Jacqueline T. Leister, Magisterial District Judge.
  - “Juniata County Probation’s Monthly Activities Report” as submitted by Michelle A. Beaver, Chief Probation Officer.

There being no further business, it was moved by Graybill and seconded by Partner to adjourn at 10:11 a.m. The motion was unanimously carried.

## II. Salary Board

Chairperson Alice Gray called to order the Salary Board meeting of Tuesday, July 19, 2022 at 10:11 am. Other Salary Board Members present were Commissioners Mark Partner and Todd Graybill, and County Treasurer Laurie S. Hower. Also attending were County Administrator and Chief Clerk Jim Bahorik, Planning and Community Development Director Bradley W. Kerstetter, Human Resource Manager Jamie Imes and via Webex were Leslie Milliken of the Juniata Sentinel and Erin Thompson of the Lewistown Sentinel.

Chairperson Gray called for a motion to approve the minutes of the July 12, 2022 Salary Board. Commissioner Graybill made a motion to approve and Commissioner Partner seconded the motion. Motion approved 4/0.

Chairperson Gray called for a motion to approve of the creation of one additional casual, part-time position within the Commissioner's Office to provide security services as needed. These positions are classified at less than 1000 hours per year and are not eligible for benefits nor are they part of the County's Retirement Fund as outlined in the Juniata County Employee's Retirement System Summary Plan. Commissioner Partner made a motion to approve and Treasurer Hower seconded the motion. Motion approved 4/0.

Chairperson Gray called for a motion to approve the hiring of Gary M. Wolfe as a casual, part-time employee within the Commissioner's Office to provide security services as needed and set an hourly wage. This position is classified at less than 1000 hours per year and are not eligible for benefits nor are they part of the County's Retirement Fund as outlined in the Juniata County Employee's Retirement System Summary Plan. Commissioner Graybill made a motion to approve and Treasurer Hower seconded the motion. Motion passed 4/0.

Chairperson Gray called for a motion to adjourn at 10:12 am. Commissioner Graybill made a motion to approve and Commissioner Partner seconded the motion. Motion approved 4/0.

Respectfully, Laurie S. Hower

III. Retirement Board – No business scheduled.

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Alice J. Gray, Chairperson

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Todd A. Graybill, Vice Chairman

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Mark R. Partner, Secretary

Submitted for Approval  
S. James Bahorik, County Administrator