

**AGENDA**  
**BROWN TOWNSHIP BOARD OF SUPERVISORS**  
**APRIL 21, 2025**

CALL TO ORDER

PUBLIC HEARING - Carol Kearney-High, SEDA - First Public Hearing FFY 2025 CDBG Program

WELCOME TO VISITORS

PUBLIC COMMENT

APPROVAL OF MINUTES

APPROVAL OF BILLS

ROADMASTER'S REPORT

OLD BUSINESS

NEW BUSINESS

Dairyland Hills Family Limited Partnership Settlement - Agreement of Sale, Deed, Temporary Construction Easement and Escrow Account - T-439 Bridge Project

Declaration of Taking Payment for Unknown Owner - T-439 Bridge Project

Mifflin County Hazard Mitigation Plan

Reappointment of Members to the BTMA, BTPC and ZHB

Municipality's Consideration of sending the Office Staff to Quick Books Training

CORRESPONDENCE

GOOD OF THE ORDER

ADJOURNMENT

Reminder:     Next Meeting - Monday, May 5, 2025 at 7:00 p.m.  
                     Elected Officials Spring Convention - May 13, 2025

## GENERAL ACCOUNT

## BILLS TO BE PAID

APRIL 21, 2025

<u>CHECK #</u>	<u>VENDOR</u>	<u>SERVICE</u>	<u>AMOUNT</u>
10881	Capital Blue Cross	Health Insurance	\$14,695.33
10882	Brannon & Royer	Portable Toilet at Baseball Field	\$260.00
10883	Buchart Horn	Engineering Work	\$2,455.50
10884	Comcast	Phone, Fax & Internet	\$238.48
10885	Reedsville Fire Co. - Fire Tax	Fire Tax	\$14,037.36
10886	Penelec	Playground - Electricity	\$193.07
10887	Lowe's	Misc. Supplies	\$160.50
10888	NAPA Auto Parts	Oil & Filters	\$179.07
10889	Sam's Backhoe Service	Drain Pipe	\$1,945.00
10890	The Sentinel	Ads	\$170.00
10891	Snedeker Energy	Diesel Fuel	\$686.54
10892	UGI Utilities	Natural Gas	\$625.73
10893	First Bankcard	Truck Parts, Office & Shop Supplies	\$2,771.57
			<u>\$38,418.15</u>
	<u>STATE FUND</u>		
1044	Penelec	Traffic Signals	\$84.69
		<b>TOTAL</b>	<u><b>\$84.69</b></u>

**GENERAL FUND****SUPER NOW - CHECKING**

Balance - March 1, 2025		\$17,883.27
Receipts - 03-01-25 - 03-31-25	\$249,828.41	
Expenditures - 03-01-25 - 03-31-25	\$134,159.78	
Balance - March 31, 2025		\$133,551.90

**SUPER SAVER**

Balance - March 1, 2025		\$73,824.48
Receipts - 03-01-25 - 03-31-25	\$11.93	
Expenditures - 03-01-25 - 03-31-25	\$0.00	
Balance - March 31, 2025		\$73,836.41

**Municipal Advantage MMA**

	\$5,710.31	\$841,951.50
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**STATE FUND**

Balance - March 1, 2025		\$236,091.89
Receipts - 03-01-25 - 03-31-25	\$166,351.92	
Expenditures - 03-01-25 - 03-31-25	\$9,288.94	
Balance - March 31, 2025		\$393,154.87

**SUPER SAVER**

Balance - March 1, 2025		\$248,438.72
Receipts - 03-01-25 - 03-31-25	\$40.16	
Expenditures - 03-01-25 - 03-31-25	\$0.00	
Balance - March 31, 2025		\$248,478.88

**SEWER FUND****SUPER NOW - CHECKING**

Balance - March 1, 2025		\$231,133.88
Receipts - 03-01-25 - 03-31-25	\$39,692.91	
Expenditures - 03-01-25 - 03-31-25	\$98,970.29	
Balance - March 31, 2025		\$171,856.50

**SUPER SAVER**

Balance - March 1, 2025		\$80,366.66
Receipts - 03-01-25 - 03-31-25	\$6.17	
Expenditures - 03-01-25 - 03-31-25	\$0.00	
Balance - March 31, 2025		\$80,372.83

**SEWER - CAPITAL RESERVE FUND**

CD No. 008-1601485 - First National	\$0.00	\$13,601.72
Municipal Advantage MMA	\$2,792.14	\$879,842.59

BROWN TOWNSHIP SUPERVISORS		GENERAL ACCOUNT		MONTH ENDING - MARCH 31 2025	
				Year to Date	2025 Budget
Cash				\$110,176.21	\$139,767.40
Securities				\$73,824.48	\$73,799.61
<b>Balance Available</b>				<b>\$184,000.69</b>	<b>\$213,567.01</b>
<b>RECEIPTS</b>					
Real Estate Taxes	\$81,306.09			\$88,619.64	\$365,000.00
Fire Tax	\$60,979.43			\$64,533.29	\$312,000.00
Per Capita	\$3,118.70			\$3,806.20	\$16,000.00
Street Light	\$4,784.05			\$4,867.50	\$20,000.00
Local Services Tax	\$768.45			\$9,739.97	\$37,000.00
Real Estate Transfer Tax	\$7,652.57			\$12,187.52	\$75,000.00
Earned Income Tax	\$20,348.02			\$134,592.30	\$615,000.00
Liquor License & Franchise Tax	\$9,509.55			\$10,882.90	\$42,600.00
Permits	\$4,500.30			\$13,690.10	\$77,300.00
Vehicles Fines	\$842.30			\$1,485.77	\$8,100.00
Interest	\$8,833.50			\$8,843.93	\$200.00
Grants - Public Utility & Forestry Reserve	\$0.00			\$2,328.61	\$15,200.00
County Aid & Maintenance	\$0.00			\$0.00	\$10,000.00
Sewer Account - Taxes & Rent	\$24,043.67			\$65,339.24	\$220,000.00
Firemen's Relief Fund & Retirement Act 205	\$0.00			\$0.00	\$68,000.00
Misc., Retirees Insurance, Refunds & Playground	\$0.00			\$164.66	\$4,500.00
DCNR Grant	\$0.00			\$0.00	\$70,000.00
Fire Company Heating Oil	\$1,777.79			\$2,494.49	\$3,000.00
Stormwater Plan Review	\$0.00			\$0.00	\$500.00
Transfer from Savings or CD	\$25,000.00			\$25,000.00	\$0.00
<b>Total Receipts</b>	<b>\$253,464.42</b>			<b>\$448,576.12</b>	<b>\$1,959,400.00</b>
<b>Total Receipts &amp; Balance</b>				<b>\$632,576.81</b>	<b>\$2,172,967.01</b>
<b>EXPENDITURES</b>					
Administration	\$7,404.97			\$22,364.29	\$93,700.00
Legal Fees	\$0.00			\$1,437.50	\$10,000.00
Fire Tax	\$24,607.26			\$27,295.94	\$291,000.00
Tax Collection	\$3,290.30			\$3,525.21	\$23,500.00
Municipal Building	\$1,591.98			\$6,072.13	\$46,600.00
Police Protection	\$29,444.76			\$58,889.52	\$354,000.00
Fire Co. & Firemen's Relief Fund & Ambulance	\$0.00			\$0.00	\$50,000.00
Planning & Zoning	\$497.56			\$2,065.96	\$5,000.00
Public Safety, Health & Sanitation	\$6,173.50			\$22,974.00	\$57,600.00
Stormwater Plan Review	\$0.00			\$0.00	\$2,000.00
Highway Maintenance	\$1,923.13			\$7,924.39	\$26,500.00
Road Crew Salaries	\$8,502.91			\$33,454.07	\$120,000.00
Road Crew Fringe Benefits	\$7,279.13			\$21,517.39	\$87,000.00
Vehicle Fuel	\$1,870.30			\$4,870.44	\$18,000.00
Snow Removal	\$0.00			\$0.00	\$4,000.00
Street Lights	\$2,275.88			\$6,194.03	\$25,000.00
Equipment Purchase	\$0.00			\$0.00	\$0.00
Construction Contract	\$0.00			\$0.00	\$5,000.00
Recreation - Playground	\$274.32			\$787.07	\$42,000.00
Payroll - Sewer Account	\$8,714.33			\$30,998.13	\$130,000.00
Payroll Taxes - Withholding	\$6,588.37			\$21,812.79	\$101,800.00
Twp. Share SS & Insurance	\$10,090.12			\$30,817.62	\$125,800.00
Retirement	\$0.00			\$42,575.38	\$40,000.00
DCNR Grant	\$0.00			\$0.00	\$20,000.00
T-439 Lumber City Bridge	\$13,326.46			\$44,056.45	\$200,000.00
Misc. & Fire Company Heating Oil	\$924.12			\$5,986.94	\$7,000.00
Transfer to Savings or CD	\$0.00			\$0.00	\$0.00
<b>Total Expenditures</b>	<b>\$134,779.40</b>			<b>\$319,617.25</b>	<b>\$1,885,500.00</b>
Cash				<b>\$230,309.20</b>	<b>\$194,114.10</b>
Securities				<b>\$73,836.41</b>	<b>\$73,799.61</b>
MMA				<b>\$8,813.95</b>	<b>\$19,553.30</b>
<b>Total Expenditures &amp; Balance</b>				<b>\$632,576.81</b>	<b>\$2,172,967.01</b>



# Mifflin County 2025 Hazard Mitigation Plan



Prepared for:

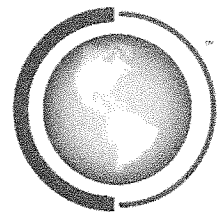
Mifflin County Office of  
Public Safety

20 North Wayne Street,  
Lewistown, PA 17044

Prepared by:

MCM Consulting Group,  
Inc.

328 Innovation Boulevard  
State College, PA 16803



**MCM**  
Consulting Group, Inc.

Solutions for an unsafe world.

*Mifflin County, Pennsylvania  
2025 Hazard Mitigation Plan*

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**Certification of Annual Review Meetings**

YEAR	DATE OF MEETING	PUBLIC OUTREACH ADDRESSED? *	SIGNATURE
2025			
2026			
2027			
2028			
2029			

*\*Confirm yes here annually and describe on record of change page.*

*Mifflin County, Pennsylvania*  
*2025 Hazard Mitigation Plan*

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**Record of Changes**

DATE	DESCRIPTION OF CHANGE MADE, MITIGATION ACTION COMPLETED, OR PUBLIC OUTREACH PERFORMED	CHANGE MADE BY (PRINT NAME)	CHANGE MADE BY (SIGNATURE)

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### **Executive Summary**

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters. Hazard mitigation focuses attention and resources on county and municipal policies and actions that will produce successive benefits over time. State and local governments engage in hazard mitigation planning to identify risks and vulnerabilities associated with natural as well as human-caused hazards and develop long-term strategies for protecting people and property from future hazard events. Mitigation plans are key to breaking the cycle of disaster damage, reconstruction, and repeated damage. This plan represents the work of citizens, elected and appointed government officials, business leaders, and volunteer and nonprofit groups to protect community assets, preserve the economic viability of the community, and save lives.

In 2024, the Mifflin County Office of Public Safety contracted the services of a consulting agency to revise and update the Mifflin County Hazard Mitigation Plan. The plan was successfully updated in accordance with the requirements set forth by PEMA and FEMA. The updated Mifflin County Hazard Mitigation Plan was adopted by the Mifflin County Commissioners in 2020. All sixteen municipalities adopted the 2019 Mifflin County Hazard Mitigation Plan as the municipal hazard mitigation plan, and it is anticipated that all participating municipalities will adopt the 2025 Mifflin County Hazard Mitigation Plan Update.

The Mifflin County Commissioners secured a grant to complete the 2025 update to the Mifflin County Hazard Mitigation Plan. MCM Consulting Group, Inc. was hired to assist the county with the update of the plan. The planning kick-off meeting was conducted on January 24, 2024.

The planning process for the 2025 Mifflin County Hazard Mitigation Plan Update consisted of the following:

- Identification and prioritization of the hazards that may affect the county and its municipalities.
- Assessment of the county's and municipalities' vulnerability to these hazards.
- Identification of the mitigation actions and projects that can reduce that vulnerability.
- Development of a strategy for implementing the actions and projects, including identifying the agency(ies) responsible for that implementation.

Throughout the planning process, the general public was given the opportunity to comment on the existing HMP and provide suggestions for the updated version. Due to COVID-19, public meetings were conducted via an online survey to provide residents an opportunity to provide

## *Mifflin County, Pennsylvania 2025 Hazard Mitigation Plan*

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input on the HMP. Several meetings were held in person with a virtual option, and participants were invited to submit surveys and other documents via an online survey.

The following hazards were identified by the local planning team as presenting the highest risk to the county and its municipalities:

### Natural hazards:

- Drought
- Earthquake
- Extreme Temperatures
- Flooding, Flash Flooding, Ice Jam Flooding
- Hurricane and Tropical Storm
- Invasive Species
- Landslide
- Lightning Strike
- Pandemic and Infectious Disease
- Radon Exposure
- Subsidence and Sinkhole
- Tornado/Windstorm
- Wildfire
- Winter Storm

### Human-caused hazards:

- Blighted Properties
- Civil Disturbance
- Dam Failure
- Disorientation
- Drowning
- Environmental Hazards / Hazardous Materials
- Nuclear Incident
- Substance Use Disorder
- Terrorism/Cyberterrorism Incidents
- Transportation Accidents
- Urban Fire and Explosion
- Utility Interruption

## *Mifflin County, Pennsylvania 2025 Hazard Mitigation Plan*

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A total of twenty-six hazards have been identified in the 2025 Mifflin County Hazard Mitigation Plan. A total of twenty-one identified hazards were listed in the previous 2019 plan update. The new hazards include blighted properties, disorientation, nuclear incidents, substance use disorder, and terrorism/cyberterrorism.

To mitigate against the effects of these hazards, the local planning team identified the following goals for hazard mitigation over the next five years:

- Reduce potential injury/death and damage to existing community assets due to floods, flash floods, and ice jams.
- Reduce potential injury/death and damage to community assets due to all hazards.
- Promote disaster-resistant future development.
- Promote hazard mitigation as a public value in recognition of its importance to the health, safety, and welfare of the population.
- Improve response and recovery capabilities.
- Protect critical infrastructure.

Mitigation actions are specific projects and activities that help achieve goals. A total of sixty-nine actions were developed for this plan update as they pertain to hazards identified by the local planning team. The 2019 Mifflin County Hazard Mitigation Plan consisted of fifty-five total actions. The individual objectives and actions that will be implemented are shown in Section 6.4. Each municipality was provided the opportunity to submit new project opportunity forms for this update. A total of eighteen project opportunities were submitted for this plan update.

The 2025 Mifflin County Hazard Mitigation Plan is the cornerstone to reducing Mifflin County's vulnerability to disasters. It is the commitment to reducing risks from hazards and serves as a guide for decision makers as they commit resources to reducing the effects of hazards. Hazard mitigation is the only phase of emergency management specifically dedicated to breaking the cycle of damage, reconstruction, and repeated damage.

The 2025 Mifflin County Hazard Mitigation Plan is a living document that reflects ongoing hazard mitigation activities and requires monitoring, evaluating, and updating to ensure the mitigation actions are implemented. To facilitate the hazard mitigation planning process and adhere to regulatory requirements, the plan will be reviewed annually, and any major revisions will be incorporated into the five-year update.

*Mifflin County, Pennsylvania  
2025 Pre-Disaster Recovery Plan*

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# Mifflin County 2025 Pre-Disaster Recovery Plan



Prepared for:

Mifflin County Office of  
Public Safety

20 North Wayne Street  
Lewistown, PA.

Prepared by:

MCM Consulting Group,  
Inc.

328 Innovation Boulevard  
State College, PA 16803



*Mifflin County, Pennsylvania*  
*2025 Pre-Disaster Recovery Plan*

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## *Mifflin County, Pennsylvania 2025 Pre-Disaster Recovery Plan*

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### **Executive Summary**

*The Mifflin County Pre-Disaster Recovery Plan* was developed in cooperation with the agencies, stakeholders, state, and federal partners listed in Appendix A: The Mifflin County Recovery Planning Team.

The type of recovery effort is determined by the nature and magnitude of the event. Recovery assistance may be delivered via the U.S. Small Business Administration (SBA), U.S. Department of Agriculture (USDA), the Individual Assistance Program of the Federal Emergency Management Agency (FEMA), the Public Assistance Program of FEMA, the Commonwealth of Pennsylvania, or through normal emergency management program areas, e.g., the *South Central Mountains Regional Task Force* and mutual aid.

Hazard mitigation assistance is normally provided following a federally declared disaster and will be delivered either by the Section 406 Public Assistance Program or by Section 404 Hazard Mitigation Program through FEMA and the Pennsylvania Emergency Management Agency (PEMA). The 404 funding is used to provide protection to undamaged parts of a public facility or to prevent or reduce damage caused by future disasters. Section 406 is applied on the parts of the public facility that were damaged by the disaster and the mitigation measure directly reduces the potential of future, similar disaster damages to the eligible facility. The county supports education on these measures to support this plan and the 2025 Mifflin County Hazard Mitigation Plan. Both programs must directly reduce the potential of future damage to the damaged portions of the facility, be cost-effective, be technically feasible, and promise to be efficacious.

This plan was developed in accordance with the FEMA “National Disaster Recovery Framework, Second Edition (2016)” and the “Pre-Disaster Recovery Planning Guide for Local Governments, First Edition (2017)” to support federal recovery efforts, guidance, regulations, and requirements. The guiding principles and core capabilities highlighted within these two federal documents have been incorporated within this plan to enable preparedness and recovery.

The primary audience for this plan includes county leadership, county departments, communities within the county, and other applicable stakeholders that will be involved in the recovery process preceding a disaster. This plan clearly identifies, to all stakeholders, the county’s pre-disaster recovery goals, county priorities and policies, and the roles and responsibilities of various stakeholders in supporting the recovery process. This enables external partners to easily integrate into the recovery process.

Pre-disaster planning for recovery in the county is an ongoing process under the leadership of the Mifflin County Office of Public Safety. The plan sets forth, in the coordination and execution of recovery plans, policies and procedures that guide recovery from major events.

*Mifflin County, Pennsylvania*  
*2025 Pre-Disaster Recovery Plan*

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- Section 1: Purpose and Scope – Describes the purpose the plan serves and its overall breadth of relevance to the community.
- Section 2: Situation and Assumptions – Outlines capacities and mitigation measures that exist within the county and Pennsylvania.
- Section 3: Concept of Operations – Outlines how to execute the recovery process.
- Section 4: Recovery Responsibilities and Priorities – Describes primary and support agencies and their roles and responsibilities in short-, intermediate- and long-term recovery priorities.
- Section 5: Administration and Logistics – Outlines the plan evaluation and maintenance process, and sector-specific elements of the plan (Recovery Support Functions [RSF] Checklists).
- Appendices contain useful reference and operations materials, including potential sources of pre-disaster recovery and post-disaster recovery funding.

**Mifflin County 2025 Hazard Mitigation Plan  
Adoption Resolution**

Resolution No. \_\_\_\_\_ Mifflin County, Pennsylvania

**WHEREAS**, the municipalities of Mifflin County, Pennsylvania is most vulnerable to natural and human-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety, and

**WHEREAS**, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities, and

**WHEREAS**, Mifflin County acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds, and

**WHEREAS**, the Mifflin County 2025 Hazard Mitigation Plan has been developed by the Mifflin County Commissioners and the Mifflin County Office of Public Safety in cooperation with other county departments, and officials and citizens of Mifflin County, and

**WHEREAS**, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Mifflin County 2025 Hazard Mitigation Plan, and

**WHEREAS**, the Mifflin County 2025 Hazard Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural and human-made hazards that face the County and its municipal governments,

**NOW THEREFORE BE IT RESOLVED** by the governing body for the County of Mifflin that:

- The Mifflin County 2025 Hazard Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of the County, and
- The respective officials and agencies identified in the implementation strategy of the Mifflin County 2025 Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

**ADOPTED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**ATTEST:**

**Mifflin County COMMISSIONERS**

\_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

**MIFFLIN COUNTY COMMISSIONERS ON BEHALF OF  
BROWN TOWNSHIP SUPERVISORS  
FFY 2025 CDBG APPLICATION SCHEDULE**



**FIRST PUBLIC HEARING – Brown Township FFY 2025 CDBG Program**

**Event Date:** Monday, April 21, 2025

**Time:** Brown Township Supervisors' meeting begins at 7:00 PM

**Location:**

Brown Township Municipal Building  
22 Brown Township Drive  
Reedsville, PA 17084

**Description:**

First public hearing for FFY 2025 Community Development Block Grant (CDBG) application process with elected officials and members of the public. Will include discussion of CDBG program, examples of eligible and fundable projects, estimated FFY 2025 funding amount, project scheduling, and review of project summary form.

*DRAFT*

**PROJECT PROPOSAL REVIEW & SELECTION PROCESS – Brown Township FFY 2025 CDBG Program**

**Deadline:** Thursday, June 12, 2025

**Send/deliver:** to the Brown Township Supervisors, Brown Township Municipal Building, 22 Brown Township Drive, Reedsville, PA 17084. The deadline for the return of project summary forms is June 12, 2025.

Questions about the CDBG program and/or this form should be addressed to Carol Kearney High, Project Coordinator, Community Development Program, SEDA-Council of Governments, 201 Furnace Road, Lewisburg, PA 17837, (570) 524-4491.

**Description:**

Deadline to submit completed Project Summaries for review and consideration by SEDA-COG and Brown Township for FFY 2025 CDBG funding. Projects will be reviewed from June 13 through August 8, after which a project or projects will be selected.

**Meeting Date:** Monday, August 18, 2025

**Time:** Brown Township Supervisors' meeting begins at 7:00 PM

**Location:**

Brown Township Municipal Building  
22 Brown Township Drive  
Reedsville, PA 17084

**Description:**

Elected officials and members of the public will review the selected project or projects. If no adverse comments are received, Brown Township Supervisors will certify the selected project or projects for FFY 2025 CDBG funding.

**SECOND/FINAL PUBLIC HEARING – Mifflin County and OBO Communities FFY 2025 CDBG Program**

**Event Date:** Thursday, September 4, 2025

**Time:** Mifflin County Commissioners' meeting begins at 9:00 AM

**Location:**

Mifflin County Courthouse  
20 North Wayne Street, Second Floor Room A  
Lewistown, PA 17044

**Description:**

Commissioners will certify Mifflin County non-OBO communities' selected CDBG project(s); Public review of all selected CDBG projects (both non-OBO and OBO communities). If no adverse comments are received, Commissioners will approve a resolution to submit the cumulative project FFY 2025 CDBG application to the PA Department of Economic and Community Development (DCED) for CDBG funding from the U.S. Department of Housing and Urban Development (HUD).

BROWN TOWNSHIP, MIFFLIN COUNTY  
FEDERAL FISCAL YEAR 2025

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
PROJECT SUMMARY



**INSTRUCTIONS:**

Brown Township Supervisors are accepting proposals for use of FFY 2025 Community Development Block Grant (CDBG) funds. Interested applicants should attend the Project Development Workshop & First Public Hearing on April 21, 2025, and then complete and submit this Project Summary to the Brown Township Supervisors, Brown Township Municipal Building, 22 Brown Township Drive, Reedsville, PA 17084. The deadline for the return of project summary forms is June 12, 2025.

Questions about the CDBG program and/or this form should be addressed to Carol Kearney High, Project Coordinator, Community Development Program, SEDA-Council of Governments, 201 Furnace Road, Lewisburg, PA 17837, (570) 524-4491.

**APPLICANT NAME:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

**PROJECT TITLE:** \_\_\_\_\_

**ESTIMATED COST:** \$ \_\_\_\_\_ *Attach Itemized Estimate of Construction Cost.*

**CDBG FUNDS REQUESTED:** \$ \_\_\_\_\_

**OTHER FUNDS:** Amount and Source of revenue other than CDBG funding.

Committed: \$ \_\_\_\_\_

Pending: \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

*All funding must be secured or in the process of being secured. Projects lacking sufficient funding or a plan to fully fund the project will be ranked lower when considered for funding.*

**TIME SCHEDULE:**

Estimate duration of project, critical start or finish dates, and any other relevant time frames.

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***Attach schedule including timeframe for engineering/design, permitting, and construction.***

**WATER AND SEWER RATES:** (if a water and/or sewer system project, please provide)

Monthly Water Rate \$ \_\_\_\_\_ Monthly Sewer Rate \$ \_\_\_\_\_

***SEDA-COG will assist you in determining if your project meets one of these National Objectives.***

**PROJECT NATIONAL OBJECTIVE** (Choose one):

**LOW TO MODERATE INCOME BENEFIT (LMI)**

☐ Project will benefit an area with 51% or greater low to moderate income persons.

Number of households served by project \_\_\_\_\_

***Attach a map showing the boundaries of the project location and service area.***

***Attach a list of all occupied residential addresses in the project service area. Commercial, industrial and vacant properties must be identified.***

***Applicant will be required to conduct, with guidance by SEDA-COG, an income survey of all households in the project service area in to determine percentage of LMI persons benefiting from the project. This process will be reviewed during the workshop.***

***Projects may also qualify as benefit to LMI persons by Census data. If you feel your project benefits an entire municipality or Census Block Group, please contact SEDA-COG to discuss prior to submission of your Project Summary Form.***

**OR**

☐ Project will benefit 100% LMI persons through income eligibility determination for participation.

**OR**

☐ Project benefits a specific group deemed presumed benefit (check all that apply).

☐ Elderly

☐ Homeless Persons

☐ Severely Disabled

☐ Illiterate Adults

☐ Abused Children

☐ Persons w/AIDS

☐ Battered Spouses

☐ Migrant Farm Workers

**OR**

**ELIMINATION OF SLUM/BLIGHT**

☐ Project will eliminate blight on an area or spot basis.  
(example – demolition of a condemned property)

**OR**

**URGENT NEED**

☐ Project will eliminate an urgent threat to health and safety.

***Urgent need projects must be in response to a declared disaster and meet several other criteria. Your project will not qualify under this National Objective unless it is in response to a disaster declaration from the Governor.***

**PROBLEM STATEMENT**

Explain the problem in terms of magnitude and duration. Identify the cause of the problem. Attach any citations or other documentation.

**SOLUTION**

Explain the problem solution, what you propose to do, and how this action addresses the problem cause.

## **Mifflin County Elected Township Officials Association**

You are invited to attend the 99<sup>th</sup> Annual Spring Convention. The banquet will be held on Tuesday, May 13, 2025 at the Decatur Fireman's Cookhouse. The Address for the Cookhouse is:

Decatur Fireman's Cookhouse  
4281 US HWY 522 N  
McClure, PA 17841

Doors will open and Registration will begin at 5:30 pm, dinner will be served at 6:00 pm.

Cost of dinner per person - \$25.00

**Menu:** Stuffed Chicken Breast, Smoked Beef Brisket, Gourmet Potatoes, Green Bean Almondine, Corn, and Fresh Baked Dinner Rolls. (Prepared by Kickin' Kater)

Dessert: Assorted Cookie Platter

Drinks: Sweet Tea & Lemonade

Meeting will immediately follow the meal

Speakers – PSATS & Additional Speaker "TBA".

Please RSVP- Decatur Township by April 25<sup>th</sup> @ 717-543-5442 or [decsec@ymail.com](mailto:decsec@ymail.com)

Michelle Snook  
Decatur Township Secretary  
3585 US HWY 522 N  
Lewistown, PA 17044