

**Johnsonburg Borough**  
**Regular Meeting**  
**April 14, 2025**

Call to Order  
Silent Prayer  
Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

- Regular meeting March 10, 2025

Guests & Public Comment on Agenda Items

Reports

- Finance/Bills for Payment
- Mayor
- Police Department
- Fire Department
- Street Department
- Engineering
- Code Enforcement
- Recreation Board
- Council Committees
- Borough Solicitor
- Municipal Authority

Old Business

1. Backyard Chicken Ordinance
2. House Numbers Ordinance

New Business

1. Johnsonburg Community Trust Request
2. Johnsonburg Chamber of Commerce Request
3. 2025 CDBG Application
4. Second Ave Daylighting Quote

Executive Session (if needed)

Public Comment on Agenda Items

Adjournment

Johnsonburg Borough  
Regular Meeting  
March 10, 2025  
4:00 p.m.

Call to Order  
Silent Prayer  
Pledge of Allegiance

Roll Call/Attendance	Title	Present	Absent	Excused
Cherry, Scott	Councilman	X		
Clopp, John	Police Chief	X		
DeAngelo, James	Councilman	X		
DePanfilis, James R.	Councilman	X		
Imbrogno, Louie	Councilman	X		
Imbrogno, Tom	Street Superintendent	X		
Johnsonburg Municipal Authority	Representative	X		
Kilhoffer, Rachel	Secretary	X		
Lindmar, Chris	Code Enforcement			X
Maletto, Alfred J.	President	X		
Miller, Ryan	Engineer	X		
Paget, Kyle	Mayor	X		
Poague, Eric	Councilman	X		
Thomas, John R.	Solicitor	X		
Warmbrodt, Richard	Councilman	X		

Approval of Agenda: A motion was made by Councilman DePanfilis and seconded by Councilman Cherry to approve the agenda. Motion carried unanimously.

Minutes: A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to approve the minutes from the regular meeting held on February 10, 2025. Motion carried unanimously.

Guests & Public Comment: Randy Mason, 143 Grove St., expressed concerns to Council about his water bill overage and lack of cooperation from the Johnsonburg Municipal Authority office. Councilman Poague suggested that he attend the authority's monthly board meeting.

### Monthly Reports

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$5,023.43, Community Center Fund - \$6,781.94, Highway Aid Fund - \$5,057.99, and Community Improvement Fund - \$1,585.00. A motion was made by Councilman Cherry and seconded by Councilman Warmbrodt to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Mayor: Mayor Paget reminded Council and the public about current Johnsonburg Community Trust fundraisers.

Police: Monthly report is on file. Chief Clopp reviewed his report which included information on the department's recent events. He also requested an executive session during this meeting.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file. Superintendent Imbrogno reported that street sweeping has been done early this year during a nice weather break. He reported that National Fuel will be repairing a storm sewer line on Harrison Ave. that they had broken during a previous project.

Engineer Report: Monthly report is on file. Engineer Miller reported that demolition project at the corner of Bergen St. and First Ave. is moving forward with CDBG and PHARE funding. He completed a new CDBG application which allows the excess funding from the W. Center St. storm water project to rollover to our Bridge St. sidewalk replacement project.

Code Enforcement: Monthly report is on file. Code Enforcement Officer Chris Lindmar was excused. Solicitor Thomas reported that he had a meeting with Chris concerning two properties. He will be filing a citation on Donald Bowley at 216 Maple St. for code violations. A discussion was held on the second property owned by Domingos Pena at 1057 E. Center St. Council will instruct the code enforcement officer to give notice to Mr. Pena to clear the garbage at 1057 E. Center St. or the borough will abate and to give notice to remove the trailers located in front of the property. Solicitor Thomas will proceed with court proceedings against Mr. Pena's property at 508 Second Ave. which is considered a dangerous structure.

Recreation Board: Minutes and monthly reports are on file.

Council Committees: Councilman DeAngelo reported that the public works committee met with the Johnsonburg Municipal Authority about their sewer line behind the Johnsonburg Community Center. Their engineer is looking for a grant to replace this line.

Solicitor: (under Old Business)

Municipal Authority: Nothing submitted.

Old Business: 1. A discussion was held on changing Chapter 130 of the borough code to include poultry. A motion was made by Councilman Poague and seconded by Councilman DeAngelo to advertise the ordinance where it applies borough wide. President Maletto called for a roll call vote which was unanimous in favor of the motion. Motion carried.

2. A brief discussion was held on adopting the new ordinance requiring house numbers. A motion was made by Councilman Poague and seconded by Councilman DePanfilis to advertise the ordinance as presented. Motion carried unanimously.

New Business: 1. One bid was received for the Johnsonburg Community Center ballroom air conditioning project from Allied Systems Inc. for \$20,900.00. Discussion was held on specifications for this project with the possibility of making changes that may be cost savings. A motion was made by Councilman Poague and seconded by Councilman Imbrogno to accept the bid and explore the idea of a change order for an interior unit. President Maletto called for a roll call vote which was unanimous in favor of the motion. Motion carried.

2. The Johnsonburg Community Center has received a grant to replace the gym doors; however, the amount received will only cover one-third of the quoted costs. A motion was made by Councilman DePanfilis and seconded by Councilman Warmbrodt to table the replacement of the gym doors until more funding is available. Motion carried unanimously.

3. A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to approve Secretary Kilhoffer attending the PSAB Conference in Hershey in June and to pay all expenses. Motion carried unanimously.

4. A motion was made by Councilman Poague and seconded by Councilman DeAngelo to approve Code Enforcement Officer Chris Lindmar to attend Building Code Official training in State College in April and to pay all expenses which will be shared with Ridgway. Motion carried unanimously.

5. A motion was made by Councilman DePanfilis and seconded by Councilman Warmbrodt to pay for a DCED Strategic Plan Community Engagement Letter which will be mailed to everyone in the community. Motion carried unanimously.

A motion was made by Councilman DePanfilis and seconded by Councilman Warmbrodt to move into executive session at 5:37 p.m. to discussion litigation. Motion carried unanimously.

A motion was made by Councilman Imbrogno and seconded by Councilman Warmbrodt to returned to regular session at 5:45 p.m. Motion carried unanimously.

President Maletto stated that, during executive session, litigation was discussed but no decisions were made.

Public Comment on Agenda Items: None presented.

Adjournment: A motion was made by Councilman Cherry and seconded by Councilman Poague to adjourn the meeting at 5:46 p.m. Motion carried unanimously.

Rachel Kilhoffer  
Secretary

**Treasurer's Report  
March 2025**

Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance	PLGIT Balance	PLGIT Interest
General	\$22,265.92	\$143,814.41	\$140,946.02	\$25,134.31	\$268,784.23	\$933.52
Street Light	\$33,748.02	\$1.27	\$7,039.45	\$26,709.84	\$50,815.74	\$190.94
Library	\$1,650.20	\$0.00	\$0.00	\$1,650.20		
Retirement	\$3,574.17	\$0.03	\$0.00	\$3,574.20	\$105,206.91	\$395.31
Highway Aid/Liquid Fuels	\$1,245.01	\$79,483.30	\$5,057.99	\$75,670.32	\$10,147.31	\$38.13
Borough Equipment	\$25,363.08	\$1.08	\$0.00	\$25,364.16	\$30,913.11	\$116.15
Fire Services	\$8,514.16	\$0.22	\$0.00	\$8,514.38	\$84,244.26	\$316.54
Community Center	\$54,560.45	\$10,259.41	\$17,225.66	\$47,594.20		
Per Capita	\$901.36	\$5.50	\$0.00	\$906.86		
Debt Service Fund	\$20,678.52	\$0.88	\$0.00	\$20,679.40		
Community Improvement	\$48,207.99	\$6,613.52	\$52,253.33	\$2,568.18		
EMS	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Outstanding Expenses &amp; Liabilities</b>						
<b>Fund</b>	<b>Amount</b>	<b>Description</b>				
General	\$15,938.23	2024 Act 13 funding				
Community Improvement	\$5,000.00	Community Heart & Soul grant match				
<b>Monthly Bills</b>						
General		Highway Aid				
Community Center		Community Improvement				
Other						



**JOHN CLOPP**  
Chief of Police

100 Main Street  
Johnsonburg, PA 15845  
(814) 965-2816

**I have the honor to report to the Johnsonburg Borough Council the duties performed by the Johnsonburg Police Department for the month of March 2025.**

<b>Calls for Service</b>	<b>294</b>	<b>Parking Violations</b>	<b>1</b>
<b>Signal Calls</b>	<b>55</b>	<b>House Watches</b>	<b>3</b>
<b>Telephone Calls</b>	<b>60</b>	<b>Vehicle Lockouts</b>	<b>1</b>
<b>Investigations</b>	<b>54</b>	<b>Light outage</b>	<b>0</b>
<b>Hearings</b>	<b>7</b>	<b>B.O.L.O</b>	<b>8</b>
<b>Traffic Accidents</b>	<b>4</b>	<b>Asst. Fire/Ambulance</b>	<b>7</b>
<b>Written Warnings</b>	<b>9</b>	<b>Asst. other Police Dept.</b>	<b>18</b>

**Receipts:**

<b>Fines</b>	<b>\$1,852.17</b>
<b>Reports</b>	<b>\$ 30.00</b>
<b>Tickets</b>	<b>\$ 0.00</b>
<b>Total</b>	<b>\$1,882.17</b>

**Special Information:**

- Annual control tactics completed on 03/10 & 03/13.
- Annual Taser training completed on 03/23.
- ACS installed new computers and server.
- Awarded \$5,000 for Act 13 grant.
- Cavalier awaiting garage door to finish project.

<b>Offenses:</b>	<b>Number</b>	<b>Arrest</b>	<b>Handled Otherwise</b>
<b>Drugs</b>	<b>3</b>	<b>2</b>	<b>1</b>
<b>Assaults</b>	<b>3</b>	<b>1</b>	<b>2</b>
<b>Burglary</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Thefts</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>Criminal Mischief</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>D.U.I.</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Disorderly Conduct</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Mental Health</b>	<b>6</b>	<b>0</b>	<b>6</b>
<b>Sex Offenses</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Family and Children</b>	<b>17</b>	<b>1</b>	<b>16</b>
<b>All Other Offenses</b>	<b>13</b>	<b>3 (13 MV Arrests)</b>	<b>10</b>
<b>Totals</b>	<b>51</b>	<b>22</b>	<b>42</b>

Respectfully



# Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

Phone 814-965-4276 Fax 814-965-4276

March 2025 Johnsonburg Fire Department Report

## Incident Type Count per Station for Date Range

Start Date: 03/01/2025 | End Date: 03/31/2025

INCIDENT TYPE	# INCIDENTS
<b>Station: EC2 - ELK COMPANY 2</b>	
111 - Building fire	1
141 - Forest, woods or wildland fire	1
142 - Brush or brush-and-grass mixture fire	1
143 - Grass fire	1
311 - Medical assist, assist EMS crew	2
352 - Extrication of victim(s) from vehicle	1
445 - Arcing, shorted electrical equipment	1
520 - Water problem, other	1
631 - Authorized controlled burning	1
743 - Smoke detector activation, no fire - unintentional	2
<b># Incidents for EC2 - Elk Company 2:</b>	<b>12</b>

Calls in Johnsonburg Borough - 6

Calls in North Ridgway Township – 3

Automatic / Mutual Aid Calls – 3

Total Man Hours for All Calls March 2025 – 116.59

Total Monetary Fire Loss Johnsonburg Borough March 2025 - \$0

Total Monetary Fire Loss North Ridgway Township March 2025- \$0

No injuries to any members reported this month

Respectfully

*Christopher G. Kreckel*

**Chief**

# **Boro Crew Report**

**Hauled White Goods To Recycle.**

**Washed All Trucks.**

**Took CardBoard Dumpster To Recycle.**

**Took Plastic Dumpster To Recycle.**

**Marked Pa One Calls.**

**Held Dumpster Day.**

**Washed Police Truck.**

**Swept All Sections Of Town.**

**Worked On Sreet Sweepers.**

**Worked On Community Center Basement Drain.**



## Engineer's Report – April 14, 2025 Johnsonburg Borough Council Meeting

The following is a summary of work performed over the last month, including updates on current project status, provided herein for your review:

- Work on the Bergen Street/First Avenue Slum & Blight Project continues. Four (4) PHARE grants have been applied for and approved through the Elk County Planning Department to compliment previously approved FY 2023 CDBG funding. We are currently working to complete the demolition specifications and Bid package. We are working to get the Project advertised later this month with Bids potentially opened at the May Council meeting.
- We are working to finalize the Project specifications and a Bid package for sidewalk replacement along Bridge Street adjacent to the Market Street intersection. We anticipate this work will be completed this Spring/Summer. The new scope of work will cover replacing sidewalks along the Northern side of Bridge Street from Market Street to the alley between Market and Penn Street adjacent to the Brick Block. The Elk County Planning Department will be responsible for advertising and bidding out the project; we will provide assistance on behalf of the Borough. Funding for this project includes the balance from the Borough's 2021 CDBG Center Street Storm Sewer Replacement Project.
- The Borough has been notified by the Elk County Planning Department that previously approved CDBG funding has been returned by another municipal recipient and the Borough's FY 2024 requests will now be fully funded. Approximately **\$16,500** of additional funding will be available for the Allegretto Building Slum & Blight Demolition Project (*\$30,000 previously approved*) and an additional **\$104,000** (*\$28,252 previous*) will be used to replace sidewalks along Bridge, Market and Center Street. We have been working with the Planning Department to revise last year's CDBG applications and get those re-submitted to DCED. Final approvals are not anticipated until later this year with construction likely in 2026. Once approved, the Planning Department will conduct all advertising and bidding.
- We are finalizing our review of the final version of the Flood Study Report submitted to us by TranSystems. We anticipate copies being sent out to Council as soon as this review is completed. We continue to be on track to finalize report and close out the project in advance of the June deadline. Funding for this project has been provided through a DCED Flood Mitigation Grant.

*Emma continues to review potential funding opportunities for the next phase(s) of this stormwater project and is collaborating with us to see if any are feasible options.*

- The Borough was recently awarded a grant by the Palumbo Foundation in the amount of **\$45,000** for the next phase of the JCC Exterior Restoration Project. We are looking at completing the front (Market St.) side of the building and possibly the rear with this next phase depending on bids received. We will be working to get this project advertised and bids submitted over the next couple of months. Cly Hornung provided tremendous assistance with writing and submitting the grant and Tara & I attended a celebratory luncheon to accept the award on the Borough's behalf.

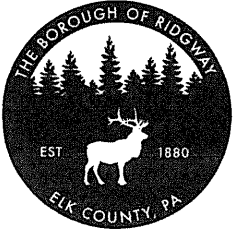


- We are working with Allied Systems to get the JCC Ballroom Air Conditioning Project finalized so equipment can be ordered and installation scheduled. The plan is to have the upgrades completed before the hotter Summer months. Funding for this project has been made possible through a grant from the Doris Stackpole Foundation.
- We continue to work to identify potential funding opportunities to complete the remaining heating and air conditioning upgrades at the Community Center. The remaining areas include the Third Floor Kitchen, Band Room and Parlor. Once completed the entire building will have been upgraded and the existing steam boiler can be retired.
- We continue to work to finalize the Hemlock Street Stormwater Project plans, project specifications and bid packet. We anticipate completing the design and advertising of the project this Spring including completion of easement agreements with several local residential properties. Funding for this project has been provided through an ARPA PA Small Water & Sewer Grant previously awarded by the Commonwealth Finance Authority.
- The Planning Department recently sent out notices to all applicable Elk County municipalities for FY 2025 CDBG project applications. As a reminder, the Borough's current classification permits commercial projects without a need to perform income surveys. Some of the projects for consideration could be modifications to the existing handicap accessibility to the JCC, including a new ramp to the main entrance and curb cut, additional sidewalk replacement and/or another slum & blight demolition.
- Over the past month Emma has forwarded several grant opportunities for our review which if applied for and approved could provide additional recreational upgrades to the Community Center. Areas that we have looked at include improvements to the walking track around the playground and re-installation of a hardwood floor in the gymnasium area.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Ryan J. Miller".

Ryan Miller, PE



# THE BOROUGH OF RIDGWAY

108 Main Street ~ Ridgway, PA 15853-0149

Phone: 814.776.1125 ~ Fax: 814.772.5167

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## **Community & Economic Development Coordinator Report** **(April 2025)**

- America250 Mini Grants were due on March 24. These grants go towards community volunteer activities on National Pennsylvania Day, which is July 19. The Borough of Ridgway requested funding for a new welcome/rules sign and an ADA picnic table, as well as refreshments for a small ceremony to celebrate the park's completion.
- Phase I training for Heart & Soul began on April 3 at the Johnsonburg Borough Building. The meeting was facilitated by Jen Danifo (PA Humanities) and Alice Trowbridge (Heart & Soul). Joy Fronzoli from DCED was also in attendance. This 2.5-hour training discussed topics such as community connections, leadership styles, and project branding. Phase I training was much more intensive than an average meeting as its goal is to prepare volunteers for the next several months. Although there were multiple other events on this particular evening, there was a great turnout that ended with a pizza social.
- Johnsonburg Borough is working with the North Central Regional Planning and Development Commission and PennDOT to address sidewalks and crosswalks from Market Street to the Pittsburgh-Buffalo Highway. These sidewalks are awkwardly segmented, and the convergence of busy streets creates dangerous conditions for people crossing the street to businesses such as the Ram and the Brickyard Creamery. The organizations are going to conduct a formal study and generate a plan for remediation that will then be split into phases. The goal is to utilize this study to pursue a grant from the DCED Multimodal Transportation Fund.
- The North Central Regional Planning & Development Commission is conducting a regional transportation study. They held a meeting to discuss five local traffic issues at the courthouse annex on March 25. There were no sites located in Johnsonburg; Ridgway's one site discussed was Race Street. Several local stakeholders attended and provided feedback on these suggestions.
- April's LEC session took place in Johnsonburg and Saint Marys on April 9. The group had the opportunity to tour Domtar Paper Mill and get a close look at their fish hatchery. Then, the group toured Straub Brewery before having lunch (donated by Domtar). The final tour took place at the Elk County Recycling Center. Participants finished the day with activities discussing tourism and what that looks like in our communities.
- Ridgway is currently working with ECCOTA on several public art projects to be completed within the next year. More information will come as the projects progress.

- Students in the Dutch Manufacturing class at Saint Marys Area High School have created the “988 coin” in collaboration with the Cameron-Elk Suicide Prevention Task Force. This coin is a token to promote the 988 mental health crisis hotline. My group for Leadership Elk Cameron (LEC) is teaming up with this group to distribute their coins throughout Elk and Cameron Counties. Additionally, our group will be hosting a Healthcare Appreciation Night for healthcare workers in the counties to gather, learn about the hotline, and enjoy some camaraderie.





**Jim Lecker's Report**

See attached

**New Business**

- 1) **JCC Video** Tara Poague gave a tour of the building to Matt Nicklas and explained to him what we want. He is very interested and very excited to help us complete this video.

**Motion to ask the borough to split the bill with us by John O'Rourke      Second: Bev Bouse      Vote: Unanimous**

- 2) **Princess Tea Party** Since we no longer have all of the props for this event, we want to try something new and do a pizza and polish with the princesses. We are going to see if we can come up with a plan and some costumes and make this a spring event next year.
- 3) **Steam Pipe** There is steam coming out of the wall in agnus's room. It is either a broken steam pipe or the result from the broken drain pipe being next to the steam pipe and the buildup that has occurred from it. Tara Poague will call Rachel and see if this is something that might be covered with insurance. In the meantime, we will have to do an experiment to see exactly what is broken. Once we figure it out, we will have to call HHH, Cavaliers, and M & M and get quotes on fixing this problem or bypassing the problem with new lines.

**Motion to adjourn: Jim Lecker      Second: John O'Rourke      Vote: Unanimous**

**Meeting adjourned at 5:50 p.m. Next Meeting May 1, 2025 5:00pm**

X



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Tara Poague  
Rec Board Secretary Fill In



**“JAMES THE BUTLER”**  
**For all your cleaning needs:**

## **April Report**

- 143.5 hours in March
- Dave Votano is working on the barn door for the weight room.
- Dave Votano is working on installing handles on the doors on the third floor. There are 9 of them all together.
- Dave Votano fixed the steps in the main stairwell. There are a couple more spots that he wants to touch up in the future.
- Josh Meyer fixed the part of the gymnasium ceiling that was caving in. It just needs painted now.
- David Sallack is going to put bricks on the wall in cardio room to match the main room of the fitness center.
- Josh Meyer is going to build changing stalls in the women’s locker room, the supplies are ordered and Kellie and John Imbrogno have started to paint them.
- Jum Grumley is working on patching the hole in the entrance room to the fitness center
- Geno Polaski fixed the trim going into the cardio room at the fitness center.
- The borough, Kellie Imbrogno, and Harv Davison got rid of all of the stones on the sidewalks around the building.
- Geno Polaski replaced Jim’s plaque with screws.
- Larry Wilhelm moved the pictures in the hallway downstairs.
- Dave Votano polyurethaned the fire escape door in the ball room.

## April 2025 Directors Report

- Friday March 7<sup>th</sup> Advanced Computer Solutions came and installed the head set in the office.
- Friday March 7<sup>th</sup> Josh Meyer came and fixed the ceiling in the gymnasium that was caving in.
- Sunday March 9<sup>th</sup> Guardian Protection called Tara Poague's cell phone at 5:10am to notify her of a bad battery connection.
- Monday March 10<sup>th</sup>, we had a no school discover day. There were six kids who signed up. They were here from 10-2. They built foosball tables and a stadium out of cardboard.
- Monday March 10<sup>th</sup>, we started a small swim lessons class. There are only 4 kids participating, but the idea of this is so Hannah and Hallie can teach Mya how to instruct swim lessons so that she can do it for us in the future.
- Monday March 10<sup>th</sup> a high school student started working here through Career Link. We have him help clean and set up and tear down for activities we have going on.
- Thursday March 13<sup>th</sup> Geno Polaski fixed the trim around the door to the cardio room at the fitness center.
- Thursday March 13<sup>th</sup> Domtar number five machine had a meeting in the ball room. There were thirteen of them here from 6am-3pm. Jesse Poague gave Chris from Arkansas a tour of the building afterwards. He was very impressed.
- Thursday March 13<sup>th</sup> a ball got thrown at the ceiling light in the gymnasium and the hook holding it up came out. Judd Zilcosky came down and reattached it on Friday morning.
- Friday March 14<sup>th</sup> Geno Polaski cleaned both pool filters.
- Tuesday March 18<sup>th</sup> National Fuel was digging on the bridge street side of the building when they came across an old clay pipe that seemed to be broken or closed off. Tara Poague took them to the basement to show them in the crawl space behind the pool and they said they were just going to replace the pipe to be on the safe side.
- Wednesday March 19<sup>th</sup>, we had a soup sale. Almost completely sold out of everything by 11:00. We made \$792.
- Wednesday March 19<sup>th</sup> Pam Petzold donated an oil painting painted by Ruth Webb. Beulah Ruth (Baker) Webb was a Johnsonburg native born September 8, 1913 in Johnsonburg. Daughter of Malcolm Baker and Hannah (Lewis) Baker. February 2, 1933, she married William Jerome Webb. She graduated from Johnsonburg High School. Ruth was forced to sign her artwork R. Webb because back then women's artistic work was undervalued. Women in the artistic field was hard earned. We hung it above the fireplace in the ladies lounge.
- Thursday March 20<sup>th</sup> Tara Poague, Scott Cherry, Jim Lecker, Rachel Kilhoffer, and Aljo Maletto had a brief meeting to discuss having a professional come in and make a 10-minute video of the community center. Intergrading the history with today's activities. Tara Poague is also going to work on getting a rack card of the JCC made. There is a grant that might be able to help us pay to have these printed. PA Great Outdoors should be able to distribute these to the surrounding visitor centers for us.
- Friday March 21<sup>st</sup> Tara Poague called Russ Braun and asked him to come inspect the pool electric panels. Our certification expires 3/24/25. He said he will swing by either Monday and get it taken care of.
- Friday March 21<sup>st</sup> Tara Poague called Tiffany Boschert from Elk County Community Foundation. She suggested to return the letter accepting the \$2,000 towards the gymnasium doors. She said to type up a letter similar to our grant narrative and she will send it out to some donors in the community that she has contact information for and maybe one of them will be willing to help pitch in. If not, we can apply for the community development grant or the Johnsonburg grant in July. If none of those options work then we should try for the women who care grant in October.
- Monday March 24<sup>th</sup> Russ Braun came and did the electrical inspection. He passed us and gave us a certification, but he found a ground clamp that was missing a bonding screw that he said needed replaced. Geno Polaski came in and replaced the screw.

- Monday March 24<sup>th</sup> Ridgway Animal Haven brought their baskets down to set up in the lobby. Tickets are available in the office and the drawing will be at their event the day of our easter egg hunt, April 6<sup>th</sup>.
- Thursday March 27<sup>th</sup> Tara Poague attended the Family Resource Network meeting in Ridgway. This group is planning a family fun day at the St. Marys high school May 14<sup>th</sup> from 4:30-7:30. We would have a table set up representing the JCC at this event to hand out information and do an activity with the kids. Tara also found out that we need to get listed on the PA 211 website. This will open up more grant opportunities and also might be a requirement for grants in the future. Tara emailed Kay Ann at the PA 211 to start this process.
- Sunday March 30<sup>th</sup> we had our CPR class for the lifeguards.
- Monday March 31<sup>st</sup> Larry Wilhelm moved the pictures down in the hallway outside of the pool.
- Monday March 31<sup>st</sup> Bill Chiesa stopped in to check out the tile flooring. He said its going to be a little more work than we thought it would be to replace the broken tiles in the floor.
- Tuesday April 1<sup>st</sup> Tara Poague met with Matt Nicklas and gave him a tour of the building. He is the one we will hire to do the video of the JCC. He is very excited about this project.
- Visible \$25/month cheap cellphone to connect Venmo account to?

**JOHNSONBURG MUNICIPAL AUTHORITY**  
**Regular Meeting Minutes**  
**Wednesday, February 12, 2025**

The meeting was called to order at 4:00 p.m. by Chairman Jack Fowler, followed by The Pledge of Allegiance and a moment of silence.

**ROLL CALL** – Jack Fowler, TJ Weaver via ZOOM, Earl Park, Paul Villella, Tony King  
Duane Duffy – excused, Eric Poague – excused

Also present: Bryon Gregori, Tracey Brown, Solicitor Brown via ZOOM, Travis Long of JHA via ZOOM

**VISITORS** – Tracy Crowe from the Ridgway Record

**APPROVAL OF AGENDA** - A motion was made by Earl Park and seconded by Tony King to approve the agenda (carried).

**VISITOR COMMENTS (on agenda related items)** – None

**EXECUTIVE SESSION** – None

**APPROVAL OF MINUTES FROM PREVIOUS MEETING** – A motion was made by Earl Park and seconded by Paul Villella to approve the minutes from the January 8, 2025 Regular Meeting (carried).

**MANAGER’S REPORT** – Copy attached

**WATER REPORT** – Copy attached

**SEWER REPORT** – Copy attached

- A motion was made by TJ Weaver and seconded by Earl Park to have Solicitor Brown send a letter to ELCON stating that the last RTU of the sewer plant upgrade must be complete by the end of the month, and that the operating license that was applied for by ELCON be transferred to JMA at project completion (carried).

**ENGINEER’S REPORT** – Copy attached

**SOLICITOR’S REPORT** – None

**COMMITTEE REPORTS** –

- A. Administrative – none
- B. Operations - none
- C. Finance – none
- D. Fire Department – none
- E. Hiring - none
- F. Johnsonburg Borough – none
- G. Grants – none

**TREASURER’S REPORT** – A motion was made by Earl Park and seconded by Paul Villella to approve the Treasurer’s report (carried).

**BILLS FOR PAYMENT** – A motion was made by Earl Park and seconded by Paul Villella to approve the bills for payment in the amount of \$ 148,980.02 (carried).

**Bank Balances as of: January 31, 2025**

**Northwest**

Payroll - \$ 147,241.21  
Water Pennvest - \$ 510.67  
Sewer Pennvest - \$ 37,865.12  
Operating Checking - \$ 310,052.92  
Sewer Savings - \$ 52,578.72  
Water Savings - \$ 75,806.00

**CNB**

Savings Acct. - \$ 3,882.25  
Water Project Checking (COA) - \$ 96,286.63  
Sewer Checking - \$ 42,977.97  
Waterline Extension - \$ 14.00

**PLGIT**

General Fund - \$ 697,170.17  
Sewer General Fund - \$ 92,730.99

**Debt Payments**

CNB Mortgage - \$ 327.92  
CNB Line of Credit Interest Only (Waterline Ext.) - \$ 1,792.28  
CNB Draw Loan (WWTP Upgrade) - \$ 3,459.20  
Pennvest(Sewer)- \$ 8,580.54  
Pennvest(Sewer)- \$ 11,718.30

**OLD BUSINESS**

- The Finance Committee will meet regarding the need to implement an investment policy for JMA. They will come to the March meeting with a recommendation on the policy and opening an additional PLGIT account.

**NEW BUSINESS**

- A motion was made by Tony King and seconded by Earl Park to nominate TJ Weaver as Vice-Chairman (carried, TJ Weaver abstained).
- A motion was made by Earl Park and seconded by Paul Villella to have Dan Newell removed and Tracey Brown added as the QuickBooks Administrator for JMA (carried).
- A motion was made by Earl Park and seconded by Paul Villella to approve the JHA Additional Work Authorization on the Rt. 219 Waterline Ext. (carried).
- A motion was made by Earl Park and seconded by Paul Villella to have the JMA crew continue to add grease dissolver to the sewer issue behind the Community Building. Travis Long at JHA will apply for a grant to cover the cost of properly grading and replacing the sewer line (carried).

**COMMENTS FROM VISITORS** – None

**EXECUTIVE SESSION** – None

**ADJOURNMENT OF MEETING**- A motion was made by Earl Park and seconded by Tony King to adjourn the meeting at 5:10 p.m. (carried).

Jack Fowler, Chairperson  
TLB