

**Johnsonburg Borough
Regular Meeting
December 9, 2019
4:00 p.m.**

Call to Order

Silent Prayer & Pledge of Allegiance

Roll Call

Approval of Minutes

- Regular Meeting November 12, 2019

Guests & Public Comment on Agenda Items

1. Clarion River poster presentation
2. Johnsonburg Public Library
3. Jesse Poague
4. Johnsonburg Community Trust

Reports

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

Old Business

1. Ordinance 2019-04

New Business

1. Adopt 2020 budget
2. Adopt tax schedule
3. Police officer hire

Public Comment on Agenda Items

Adjourn



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 November 2019.

Calls for Service	222	Parking Violations	1
Signal Calls	52	House Watches	3
Telephone Calls	64	Vehicle Lockouts	6
Investigations	51	Light outage	0
Hearings	10	B.O.L.O	9
Traffic Accidents	4	Asst. Fire/Ambulance	3
Written Warnings	4	Asst. other Police Dept.	14

Receipts:

Fines	\$ 731.63
Reports	\$ 30.00
Tickets	\$ 40.00

Special Information:

- Firearm qualifications for 2020 were completed.

Total \$ 801.63

Offenses:	Number	Arrest	Handled Otherwise
Drugs	2	0	2
Assaults	0	0	0
Burglary	0	0	0
Thefts	1	0	1
Criminal Mischief	2	1	1
D.U.I.	0	0	0
Disorderly Conduct	5	4	1
Mental Health	1	0	1
Sex Offenses	1	0	1
Family and Children	8	2	6
All Other Offenses	7	3 (15 MV Arrests)	4
Totals	27	25	17

Respectfully submitted



Johnsonburg Fire Department
Fire - Rescue
99 Clarion Road
Johnsonburg, PA 15845
Phone 814-965-4276 Fax 814-965-4276

FIRE REPORT FOR NOVEMBER 2019

11/02/19 435 5 TH AVE GAS LEAK	1HR 09 MINS
11/07/19 2 VEHICLE MVA VETERANS BYPASS	1HR 30 MINS
11/08/19 877 LONG LEVEL RD STRUCTURE FIRE	3HR 30 MINS
11/12/19 426 WATER ST APT C1 FIRE ALARM	53 MINS
11/20/19 DOMTAR WOODYARD STRUCTURE FIRE	1HR 45 MINS
11/24/19 814 SPRUCE ST ELECTRIC POLE FIRE	1HR 41 MINS
11/26/19 RIDGWAY RD VEHICLE FIRE	1HR 07 MINS
11/29/19 MUTUAL AID ELK 1 STRUCTURE FIRE	20 MINS

TOTAL CALLS JBG BORO 5
TOTAL CALLS RIDG TWP 2
TOTAL MUTUAL AID CALLS 1

TOTAL CALLS FOR NOVEMBER 2019 8 CALLS

NO INJURYS REPORTED FOR NOVEMBER 2019

RESPECTFULLY SUBMITTED
JOHNSONBURG FIRE DEPARTMENT
FIRE CHIEF

ROBERT DICKEY

**Treasurer's Report
Cash Balances
November 2019**

General Fund	\$248,998.18
Street Light Fund	\$ 30879.36
Library Fund	\$ 2,869.87
Retirement Fund	\$103,589.99
Highway Aid Fund	\$ 40,779.62
Borough Equipment Fund	\$ 82,919.20
Fire Services Fund	\$ 12,622.17
Community Center Fund	\$ 77,147.57
Payroll Fund	\$ 18,551.71
Per Capita	\$ 458.23
2001 Debt Service	\$ 95,810.25
Community Improvement Fund	\$193,219.53

Bills:

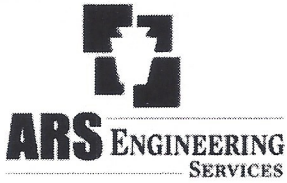
General Fund:

Community Center Fund:

Borough Equipment Fund:

Highway Aid Fund:

Community Improvement Fund:



Engineer's Report – December 9, 2019 Johnsonburg Borough Council Meeting

The following summary of work performed over the last month, as well as an update on current project status, is provided herein for your review:

Harrison Avenue Realignment Project

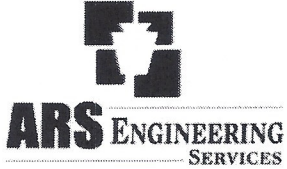
- We continue to work on the final design and project specifications with the expectation to advertise the job in the early part of 2020.

Engineering Services

- The majority of the new pool ceiling has been installed. All seams and screws are currently being covered and sealed and the edges of the ceiling are being trimmed by a thicker piece of the ceiling panels along the tops of walls. Additional materials have been needed but the contractor is working directly with Constables to get those ordered and delivered as soon as they know they are short to minimize future delays. The initial down payment has been sent to Insulright, the acoustical spray-on finish contractor, to secure their services; an estimated start time has not been finalized to date.
- Bids were opened for the 323 High Street demolition by the Elk County Planning Department with G&R Excavating & Demolition, Inc. out of Tyrone awarded the job as the low bidder. The PA One Call has been performed and all adjacent utilities have been marked. Demolition activities are anticipated to take place the week of December 9th.
- The JCC Sanitary Sewer Repair Project bids (4) were opened at the November 19, 2019 Commissioner's meeting. Pollard Land Services, Inc. out of Girard was the low bidder and approved after a brief review of the bids. The contractor is currently working on projects in Ridgway and Wilcox, we anticipate construction to begin soon.
- The final design and project specifications for the Market Street Sidewalk project are currently being completed. We anticipate the project will be advertised prior to the 2020 construction season.
- We drafted a letter to the Johnsonburg Municipal Authority as a follow-up to the discussion at the November Council meeting concerning road cut procedures during waterline breaks within the Borough.

Code Enforcement

- We recently posted four (4) additional residences as uninhabitable after receiving confirmation of no water service at the property from the JMA. Of the new postings one tenant has already informed the JMA of their intent to pay their bill, one was confirmed the owners had moved and no one is currently living in the house and the others remain unresolved. The Borough has been notified all five (5) previously posted residences have had water service restored after paying the balance of their past due bill.



Code Enforcement (cont.)

- Two (2) additional buildings were recently posted as “Dangerous Structures”, an updated list has been provided to the Fire Department and Police Department.
- We would like to again remind residents that garbage can only be placed curbside within 24-hours of typical weekly pickup. Multiple residents have been observed abusing this by placing their garbage bags along the curb days in advance of their standard pickup. This can be even more troublesome at this time of year as bags can be blown into streets, picked up or ripped by snow plowing operations or buried for extended periods of time. In addition, residents are reminded all garbage is to be stored in appropriate containers and not randomly stacked along the sides of houses, garages or other out structures.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Ryan J. Miller". The signature is fluid and cursive.

Ryan Miller, PE

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
TUESDAY OCTOBER 15, 2019

The meeting was called to order at 6:00 P.M. by Chairman Eric Poague, followed by Pledge of Allegiance and moment of silence.

ROLL CALL – In attendance were Eric Poague, James Reinsburrow, Earl Park, Charles DeStephano, Dennis Asti, Kenneth Polaski, Richard Zeigler, Richard Brown, Lisa Sorg, Kerri Shaffer, Josh Gunnett, and Erica Hoffman. Travis Long and Doug J. Haupright were excused.

EXECUTIVE SESSION- Charles DeStephano requested an executive session. Motion made by Rick Zeigler and seconded by Kenneth Polaski to enter executive session at 6:01 P.M. to discuss personnel, litigation, and land acquisition. Motion carried unanimously.

Motion made by Rick Zeigler and seconded by James Reinsburrow to enter regular session at 6:37 P.M. with no decisions made. Motion carried unanimously.

VISITORS- Al Maletto, Jerry Carbardi, Larry Saline, Larry Saline Jr., and Joyce Maletto (Johnsonburg Press Reporter).

VISITORS COMMENTS- Larry Saline questioned the board on the possible water loop project. He would like to know if the Authority is going to send out another survey to see if the residents want to hook on to the waterline or not. Larry Saline also questioned the board on the cost of water monthly and the cost of a tap. He stated that he is against the waterline if he is going to be made to hook on. Larry Saline Jr. stated that, he didn't need the water so, he is not interested in hooking on.

Jerry Carbardi asked the board, what the decision was on fixing his sewer line. He feels that the Authority broke the line when the water line was being installed. Chairman Eric Poague stated that, according to the Authority's Rules and Regulations, the Authority is not responsible.

Motion made by Earl Park and Seconded by Dennis Asti to fix Jerry Carbardi's sewer line. Roll Call Vote: Charles DeStephano-No, Richard Zeigler-No, Kenneth Polaski-No, Earl Park-Yes, Dennis Asti- Yes, James Reinsburrow-No, and Eric Poague-No. Motion denied.

MANAGER'S REPORT- The Monthly Construction meeting with the contractors for the Water Treatment Plant was held Tuesday, October 15, 2019. PADEP requires resampling and retesting of the waste stream for reapproval of the disposal of the sludge/grit at Advanced Disposal. A consulting Recreation Planner has been in contact and sent a letter with a request to take the informal launch by our Wastewater Pump Station and make it designated for public access. This would make it a sanctioned site and include the site in the Clarion River Water Trail Guide. Health Advocate is coordinating the Wellness Program and performing the on-site health screening for the MBS Member covered by one of our medical programs. The MBS Wellness Screenings are at no cost for the municipalities participating in the MBS Medical Program. Participation in the 2019 Wellness Screening is included as one of the factors that determine 2020 allocations to the Authority's Rate Mitigation Account. The PMAA Region Seven 2019 Fall Meeting was held on Thursday, October 10, 2019 at the Straub Brewery. The Rules and Regulation were handed out to the Board for them to look over and review before they are posted back on the Authority's website. USDA RUS under the mission area of the United States Department of Agriculture, Rural Development requires that an annual analysis be made on the operation of the Authority's facility and financial condition at the end of each fiscal year. The email that was sent to the Authority, included a year end letter with five forms attached that need filled out in addition to the other documents required in the letter. The Minimum Municipal Obligation for the Johnsonburg Municipal Authority Pension Plan for the plan Year 2019 is \$20,098.00. Grant applications are being excepted for the H2O PA Water Supply, Sanitary Sewer and Storm Water Projects Program. This program was established under the Act of July 9, 2008, Known as the H2O PA Act.

Motion made by Eric Poague and seconded by Richard Zeigler to apply for the H2O PA Act grant for Mary Street. Motion carried unanimously.

Motion made by Earl Park and seconded by James Reinsburrow to apply for the H2O PA Act grant for Wastewater Plant updates. Motion carried unanimously.

ENGINEER'S REPORT – Report in Packet

PROJECT ENGINEER'S REPORT- The Authority has issued the Notice to Proceed on September 11, 2019 for Contracts 1, 2 & 3; the general plant work, electrical plant work, and the water storage tank work respectively. The Notice to Proceed for the water line distribution work will be forthcoming. Currently Water Plant work is set to achieve final completion by July 21, 2021, and all improvements are set to achieve final completion by August 21, 2021. Contract #4 for the distribution work will have a 270-day construction period. Progress Meeting Number 1 was held on 10/15/2019.

1. Contract No. 1 Plant General Construction Update
 - a. On site meeting with conservation district
 - b. E&S Controls are in place
 - c. Site clearing and grubbing
 - d. Site demo for the plant area
 - e. Excavation of plant clearwell
 - f. Stone subbase for plant clearwell

SOLICITOR'S REPORT- None

FOREMAN'S REPORT – No comments made

COMMITTEE REPORTS –

- a. Administration- None
- b. Finance- None
- c. Fire Department- None
- d. Hiring- None
- e. Johnsonburg Borough- None
- f. Operations- None
- g. Union- None

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING- The minutes of the September 17, 2019, Regular Meeting was approved as presented. Motion made by Charles DeStephano and seconded by James Reinsburrow; motion carried unanimously.

APPROVAL OF TREASURER'S REPORT-

Revenue Fund- Water & Sewer	\$ 328,435.20
Municipal Savings Account- Water	\$ 852,781.95
Municipal Savings Account- Sewer	\$ 46,390.28
Insured Money Funds	\$ 63,858.44
Payroll Fund	\$ 13,075.47
Certificate of Deposit-Sewer- CNB	\$ 25,690.53
Hunt Water Sales-CNB-Savings	\$ 23,142.52
Line of Credit- Checking	\$ 25,450.01

Motion made by Earl Park and seconded by Charles DeStephano to accept the Treasurer's report for September 30, 2019, as presented and placed on file for audit; motion carried unanimously.

APPROVAL OF BILLS-

Revenue Fund- Water \$16,757.90

A motion was made by Earl Park and seconded by Richard Zeigler to approve the water bills. Motion carried unanimously.

Revenue Fund- Sewer \$15,801.70

A motion was made by Earl Park and seconded by Richard Zeigler to approve the sewer bills. Motion carried unanimously.

Water Project- CO & A \$400,565.36

A motion was made by James Reinsburrow and seconded by Richard Zeigler to approve the Water Project-CO&A bills. Motion carried unanimously.

BUSINESS AFFAIRS –

It is recommended to (approve/not approve) the 2019 MMO. Motion made by Earl Park and seconded by James Reinsburrow to approve the 2019 MMO. Motion carried.

BOARD DISCUSSION- The Board was asked if M&M Construction could still clean out the Dam this fall or if it needed to be put out for bid again since they were unable to do it last spring. The Board answered no since they were awarded the bid.

COMMENTS FROM VISITORS- Larry Saline thanked the Board for listening to his concerns.

EXECUTIVE SESSION –None

ADJOURNMENT OF MEETING- Motion made by Dennis Asti and seconded by James Reinsburrow to adjourn the meeting at 7:44 PM. Motion carried unanimously.

Kenneth Polaski,
Secretary

Johnsonburg Recreation Activities Board Minutes – Wed. December 4, 2019
Meeting called to order at 5:08 pm

Present: John O., Chris B., Jim L., Sarah G., Mary F.,

Guest: Dawn S.

Absent:

Executive session was entered into at 5:15 am. Matters of employment were discussed.
Executive session ended at 5:31pm. No updates to the agenda came from executive session.

November minutes were reviewed and motioned to accept followed by a second. Minutes were approved.

Financial Report:

Membership	591.00	
Building Use	61.00	
Key Cards	10.00	
Community Chest	500.00	
Donations	2180.00	
Domtar	213.00	
Rent-Gymnastics	60.00	
Rent-voting	140.00	
Laura-get fit	<u>468.00</u>	
	4223.00	total

Directors Report:

Santa parade was fun, but attendance was low. Maybe we need to reconsider the time for next year keep the Sunday before Thanksgiving

Upcoming events: Beginning in January and going through March we will be open every other Saturday from 9 to noon.

Possible events: January-February-March Co-ed volleyball tournaments on Sunday.

Purse Bingo is January 26th....we need to sell tickets.

Sweet Heart Lottery in February tickets are \$10

Sunday Cinch Tournaments are February 8, March 14, April 11.

March 21st is Spring Trash or Treasure.

Easter Egg hunt is Sunday April 5th

Mommy & Me Dress up tea possible dates May 1-2 or 15-16.

Art/Paper Show April 24-26

Leadership Elk County will be visiting us next week December 11th @7:30

Possible luncheon with Domtar in January.

All student employees can have a free membership during their employment.

Old Business

Keep” Mommy and Me Tea” and “Father Daughter Dance” up for discussion. Waiting on hearing from the Cadet troop.

New Business

Scooter Hockey: Would be Friday evenings at 4pm co-ed Would run February to March (6 weeks). If we could get sponsors to cover the cost of equipment. Members would play for free, non Members pay \$1 building usage fee. Board agreed to reach out to the local businesses for sponsorship.

John said we need to fix flooring in the weight room. Rubber flooring will last longer and not be effected by water. The door needs repaired or replaced between rooms. Price is roughly \$1,700.00. Board would like this done.

Motioned to adjourn meeting Sarah motioned, John seconded

Meeting adjourned: 6:11 pm

October 15, 2019

Office of the Elk County Commissioners
Elk County, Ridgway, Pennsylvania

The Elk County Commissioners met in regular session on Tuesday, October 15, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Greg Gebauer, Prison Warden and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of October 1, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Jan Kemmer made a motion to approve the agenda with the removal of item #5 on the list as it does not need to be approved at a Commissioners meeting seconded by Matt Quesenberry and carried unanimously.

PRESENTATION – N/A

RESOLUTIONS – N/A

NEW BUSINESS

1. Matt Quesenberry made a motion to approve nursing contract for the prison with Carrie Overturf at \$21.72 per hour seconded by Jan Kemmer and carried unanimously.
 - a. Warden Gebauer was present and stated one of the regular nurses does not wish to be scheduled regularly anymore; however, she would like to be able to still fill in. Carrie's position would be to fill the other nurse's regularly scheduled hours. To align Carrie's contract with the other nursing staff, her contract will expire at the end of 2020 making this a 14 month contract. Warden Gebauer stated he did this a little differently this time around. The approval usually comes from the prison board then brought to the commissioner's meeting; however, he is seeking the commissioner's approval first then he is taking it to the prison board.
2. Jan Kemmer made a motion to approve the renewal of the Elk County rack cards distribution with PA on Display for 2020 for January through October 2020. In addition, within this approval is for the printing of 2020 events that will cost \$1,800.00 for 60,000 cards. Matt Quesenberry seconded this motion and carried unanimously.
3. Matt Quesenberry made a motion to readopt the County of Elk Personnel Policy Manual with various additions as well as a handful of corrections at the recommendation of the County solicitor seconded by Dan Freeburg and carried unanimously.
4. Matt Quesenberry made a motion to retroactively approve the agreement between U.S. Department of Homeland Security Federal Fiscal Year 2019 State Homeland Security Grant Program Agreement (PEMA) seconded by Jan Kemmer and carried unanimously.

APPROVAL OF BILLS – September 28, 2019 → October 11, 2019

GENERAL FUND	\$447,050.09
PAYROLL	\$247,741.09
COE SUBSTANCE ABUSE	\$100.00
GAS WELL IMPACT FEE/ACT 13	\$9,124.98
PHFA(PHARE GRANT)	\$11,750.00
HAZMAT	\$357.25
E-911 WIRELESS	\$10,519.59
ELK COUNTY LAW ENFORCEMENT	\$23,634.56
NTRP	\$217.92

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

QUESTIONS FROM THE PRESS –N/A

CORRESPONDENCE – N/A

GOOD OF THE COUNTY

- ❖ An Open House will be held on October 15, 2019 in the Courthouse Annex Conference Room #2 from 1-3pm and 5-7pm. This will allow voters to see a demonstration of the new voting machines prior to the November elections that will take place on Tuesday, November 5, 2019.
- ❖ Former District Attorney, Shawn T. McMahon, has resigned from the County of Elk as the District Attorney as he has taken the judicial oath to become President Judge of the Court of Common Pleas of the 59th Judicial District of PA that took place on Friday, October 11, 2019.
- ❖ Former Assistant District Attorney, Thomas G.G. Coppolo was appointed and has assumed his role as Elk County District Attorney as of October 11, 2019.
- ❖ Newly appointed Elk County District Attorney, Thomas Coppolo, announced the appointment of the Elk County Assistant District Attorney, Beau Grove, effective 10/11/2019.
- ❖ Johnsonburg School District will be hosting a Veteran's Day Program on Friday, November 8, 2019 at their high school.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

ADJOURN MEETING

The meeting was adjourned at 10:21am on a motion by Dan Freeburg seconded by Jan Kemmer and carried unanimously.

ATTEST:


Chief Clerk

NEXT MEETING
MONDAY, NOVEMBER 4, 2019
10:00AM CONFERENCE ROOM NO. 2
COURTHOUSE ANNEX BUILDING

November 4, 2019

Office of the Elk County Commissioners
Elk County, Ridgway, Pennsylvania

The Elk County Commissioners met in regular session on Monday, November 4, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Greg Gebauer, Prison Warden and Brian Stockman, Press.

Matt Quesenberry made a motion to approve the Minutes of October 15, 2019 meeting seconded by Jan Kemmer and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Matt Quesenberry and carried unanimously.

PRESENTATION – N/A

RESOLUTIONS – Jan Kemmer made a motion to approve 2019-12: Phare/Act 13 of 2012 Impact Fee Act Resolution seconded by Matt Quesenberry and carried unanimously.

NEW BUSINESS

1. Matt Quesenberry made a motion to approve the housing contract with Clinton County Corrections that contains a term of contract of 3 years. The contract will begin January 2020. Jan Kemmer seconded Matt's motion and carried unanimously.

APPROVAL OF BILLS – October 11, 2019 → November 1, 2019

GENERAL FUND	\$295,758.58
PAYROLL	\$256,549.89
LIQUID FUEL	\$8,000.00
ACT 13 MARCELLA LEGACY FUND	\$4,000.00
COE SUBSTANCE ABUSE	\$100.00
RECYCLING CTR BLDG FUND	\$310.58
HUMAN SERVICE DEVELOPMENT BLK	\$12,500.00
FEDERAL SOCIAL SERVICE/EMERGENCY SHELTER	\$6,954.00
RESPOSITOR INSPECTION ACCT	\$1,100.00
GAS WELL IMPACT FEE/ACT 13	\$70,512.62
2018 CDBG	\$73,167.00
CDBG-C	\$3,064.65
PHFA (PHARE GRANT)	\$60,000.00
2016 CDBG	\$10,218.24
HAZMAT	\$1,036.50
E-911 WIRELESS	\$20,685.04
ELK COUNTY LAW ENFORCEMENT	\$46,457.68
NTRP	\$60,634.83

- Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

QUESTIONS FROM THE PRESS –Brian Stockman asked about the Solid Waste Authority and the rising rates. He stated the municipalities do not have any pay schedule or anything to go off of. Dan Freeburg explained that unfortunately the service provider, Advanced Disposal, raised their rates. The Solid Waste Authority tried to get the rates reduced; however, Advanced Disposal was the only provider that put a bid in both times. There is no other service provider to use.

CORRESPONDENCE – N/A

GOOD OF THE COUNTY

❖ Veterans Day School Programs:

- | | | |
|----------------------------|------------------------------------|---------|
| ○ Ridgway Area High School | Thursday, November 7 th | 11:00am |
| ○ Johnsonburg High School | Friday, November 8 th | 9:00am |
| ○ St. Marys High School | Monday, November 11 th | 1:00pm |

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

ADJOURN MEETING

The meeting was adjourned at 10:10am on a motion by Matt Quesenberry seconded by Dan Freeburg and carried unanimously.

ATTEST: Lee A. Newater
Chief Clerk

NEXT MEETING
TUESDAY, NOVEMBER 19, 2019
10:00AM CONFERENCE ROOM NO. 2
COURTHOUSE ANNEX BUILDING

November 19, 2019

Office of the Elk County Commissioners
Elk County, Ridgway, Pennsylvania

The Elk County Commissioners met in regular session on Tuesday, November 19, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Janis Kemmer, Commissioner, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Michael Handley, Borough of Ridgway, Fritz Lecker, Commissioner elect, Joe Dagher, Commissioner elect, Rob Fallon, U.S. Forest Service, LeeAnn Covac, District Court Administrator, Peggy Schneider, Treasurer, Al Maletto, Johnsonburg Borough, Rita Gerber, Elk County Fair, Tracy Gerber, CDBG Coordinator, Ryan Miller, Johnsonburg Borough and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of November 4, 2019 meeting seconded by Dan Freeburg and carried unanimously.

Jan Kemmer made a motion to approve the agenda with the following additions:
#8 – Appointment of William Laird to the St. Marys Airport Authority and #9 – Michael Handley would like to discuss the old Buehler lumber exoneration of taxes. This motion was seconded by Dan Freeburg and carried unanimously.

PRESENTATION

- Rob Fallon from the Allegheny National Forest was present for an update. Rob intended to introduce Jamie Davidson as the new Allegheny Forest supervisor; however, she was unable to be present at the meeting. Rob gave various updates on projects going on within the forest. A full version of Rob's presentation is available on the County's website. Follow this link: <https://www.co.elk.pa.us/index.php/meeting-minutes>
- Rita Gerber from the Elk County fair was present and gave a nice update on the Elk County fair. Rita encouraged the commissioners to continue to back the fair and all of its' efforts. A full version of Rita's presentation is available by using the link above.

NEW BUSINESS

1. Jan Kemmer made a motion to approve the appointment of Ray McMinn and Andy Sorg to the Conservation District Board of Directors from 1/1/2020 through December 31, 2023. This motion was seconded by Dan Freeburg and carried unanimously.
2. The bid opening for the CDBG 2018 Repair of Sanitary Sewer line replacement in Johnsonburg from the building to the main line was as follows:

a. Fred Burns	Shippenville, PA	Total \$42,250.00
b. Dave Roman Excavating	Reynoldsville, PA	Total \$49,800.00
c. Pollard Landservices	Girard, PA	Total \$25,600.00
d. Greenland Construction	Clearfield, PA	Total \$41,000.00

Tracy Gerber, CDBG Coordinator and Ryan Miller, Engineer for Johnsonburg Borough took time to meet outside of the meeting to go over the bids to ensure proper completion. Once they reconvened with the Commissioners, they recommended the bid be awarded to Pollard Landservices.

3. Jan Kemmer made a motion to approve the 5-year renewal contract with Thomson Reuters for West law online research tool seconded by Dan Freeburg and carried unanimously. This will be \$1,328.25 per month.

4. Jan Kemmer made a motion to approve the 3-year renewal contract with Thomson Reuters for print material that is required by law to be maintained in the County's law library seconded by Dan Freeburg and carried unanimously.
5. Jan Kemmer made a motion to retroactively approve lawn use form from the Ridgway Holiday Display Committee for decorating during the Christmas season seconded by Dan Freeburg and carried unanimously.
6. Jan Kemmer made a motion to approve Elk County Tourism Marketing Grant application to use Hotel Tax funds for \$3,000.00 to help market Mountain Fest 2020. This was seconded by Dan Freeburg and carried unanimously.
7. Jan Kemmer made a motion to approve Benezette Township's application for Liquid Fuel Funds for encumber allocations for a future project seconded by Dan Freeburg and carried unanimously.
8. Jan Kemmer made a motion to appoint William Laird to the St. Marys Airport Authority seconded by Dan Freeburg and carried unanimously. Dan Freeburg stated this was a great time to receive Mr. Laird's interest because George Terbovich was planning to step down from his position on the Authority if there was someone to fill his position. Dan Freeburg went on to say he feels as though Mr. Laird's experience in aviation will make him a great addition to the Airport Authority and Dan thanked both men for their service.
9. Michael Handley was present at today's meeting to discuss the possibility of the current owner of the old Buehler lumberyard to be exonerated of the 2018/2019 taxes owed on the property. To listen to the entire presentation regarding this issue, please visit the County of Elk website link to the meeting. <https://www.co.elk.pa.us/index.php/meeting-minutes>

APPROVAL OF BILLS – October 11, 2019 → November 1, 2019

GENERAL FUND	\$295,758.58
PAYROLL	\$256,549.89
LIQUID FUEL	\$8,000.00
ACT 13 MARCELLA LEGACY FUND	\$4,000.00
COE SUBSTANCE ABUSE	\$100.00
RECYCLING CTR BLDG FUND	\$310.58
HUMAN SERVICE DEVELOPMENT BLK	\$12,500.00
FEDERAL SOCIAL SERVICE/EMERGENCY SHELTER	\$6,954.00
RESPOSITOR INSPECTION ACCT	\$1,100.00
GAS WELL IMPACT FEE/ACT 13	\$70,512.62
2018 CDBG	\$73,167.00
CDBG-C	\$3,064.65
PHFA (PHARE GRANT)	\$60,000.00
2016 CDBG	\$10,218.24
HAZMAT	\$1,036.50
E-911 WIRELESS	\$20,685.04
ELK COUNTY LAW ENFORCEMENT	\$46,457.68
NTRP	\$60,634.83

- Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Dan Freeburg and carried unanimously.

QUESTIONS FROM THE PRESS – N/A

CORRESPONDENCE

The Commissioners received a letter from David Wolfe declaring his resignation from the Elk County Housing Board of Directors effective 12/31/2019.

GOOD OF THE COUNTY

- ❖ The County received a \$38,002.00 dividend payment from PComp due to their strong financial condition.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

ADJOURN MEETING

The meeting was adjourned at 10:47am on a motion by Jan Kemmer seconded by Dan Freeburg and carried unanimously.

ATTEST: Lee A. Neuwirth
Chief Clerk

**NEXT MEETING
TUESDAY, DECEMBER 17, 2019
10:00AM CONFERENCE ROOM NO. 2
COURTHOUSE ANNEX BUILDING**

Borough Street Crew Report
December 2019

The borough crew reports working on the following projects:

- Marked PA One calls
- Held dumpster day
- Plowed and salted all roads
- Finished leaf pick up
- Made winter mix and pushed anti skid up
- Put up holiday decorations
- Took down veteran's flags
- Cleaned three catch basins on Willow St
- Cleaned trucks
- Picked up bagged leaves