

Johnsonburg Borough
Regular Meeting
December 11, 2023
4:00 p.m.

Call to Order
Silent Prayer
Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

- Regular Meeting November 13, 2023
- Special Meeting November 29, 2023

Guests & Public Comment on Agenda Items

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. EMS Voter Referendum

New Business

2. 2024 Budget
3. 2024 Tax Schedule (Ordinance 2023-01)

Public Comment on Agenda Items

Executive Session

Adjournment

Johnsonburg Borough
Regular Meeting
November 13, 2023
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		
Maletto, Alfred J.	President	X		
Miller, Ryan (ARS Engineering)	Engineer/ Code Enforcement	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 Warmbrodt and seconded by Councilman Poague to approve the agenda and to include an executive session at the request of Solicitor Thomas. Motion carried unanimously.

Minutes: A motion was made by Councilman DePanfilis and seconded by Councilman Cherry to approve the minutes from the regular meeting on October 10, 2023. Motion carried unanimously.

A motion was made by Councilman Poague and seconded by Councilman Cherry to approve the minutes from the special meeting held on November 1, 2023. Motion carried unanimously.

Guests & Public Comment: St. Marys Ambulance Service gave an extensive presentation to Council about the difficulties facing EMS services at this time particularly a lack of funding. They are requesting that the Council consider tax millage to help with funding as Johnsonburg's EMS provider. A lengthy discussion was held with many questions presented by Council and answered by the representatives from the ambulance service.

Augustine Oglesby presented her concerns to council about problems in her neighborhood, 400 block of Second Ave., including a sunken storm drain and junk in front of houses. A discussion was held on the difficulty of code enforcement procedures.

Monthly Reports

Mayor: Mayor Paget reported that the Halloween town activities were a success. He commended the Veteran's Day assembly at the Johnsonburg Area High School and updated Council on Johnsonburg Community Trust projects.

Police: Monthly report is on file.

A motion was made by Councilman DeAngelo and seconded by Councilman Cherry to accept, with regret, the resignation of Zach Shelley as a part-time police officer. Motion carried unanimously.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file.

Council Committees: The public works committee met to review the storm sewer work on Julia St., the hotel demolition cleanup on E Center St., and look at the street light conditions.

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$6,807.37, Community Center Fund - \$9,218.24, Highway Aid Fund - \$10,719.23, and Community Improvement Fund - \$1,575.00. A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Solicitor: Solicitor Thomas requested an executive to discuss litigation.

Engineer & Code Enforcement Report: Monthly report is on file. Engineer Ryan Miller updated Council on the status of the Julia St. Stormwater Project, the Johnsonburg Hotel Site Clean Up Project, the Johnsonburg Community Center handicap parking paving project, and the Johnsonburg Community Center heating/ac project.

Municipal Authority: Minutes are on file. Councilman Poague gave an update on the Spring St paving which is being done by the authority after a water leak washed out the roadway. The pavers will wait until spring to put on the topcoat.

Recreation Board: Minutes and reports are on file.

Old Business: 1. After a brief discussion, it was decided to advertise again for the part-time street department employee in 2024.

2. A motion was made by Councilman DePanfilis and seconded by Councilman Poague carry over the police department officers' vacation and personal days from 2023 through 2024. Motion carried unanimously.

New Business: 1. A motion was made by Councilman DePanfilis and seconded by Councilman DeAngelo to adopt Resolution 08-2023 which adopts the Elk County Hazard Mitigation Plan. Motion carried unanimously.

2. After a discussion on the repository bid for three properties on Harrison Ave., the Council did not approve the offer from Adrian Bevacqua of all three properties for \$500.

3. A motion was made by Councilman DePanfilis and seconded by Councilman Poague to approve the purchase of a 2024 F150 police vehicle from Tri Star Motors for \$63,307.85. Motion carried unanimously.

4. A motion was made by Councilman Imbrogno and seconded by Councilman DePanfilis to accept the high bid of \$2,556.00 from Adam Tegano for the borough's 2010 Ford Crown Vic. Motion carried unanimously.

Public Comment: Dawn Karellas, Johnsonburg Community Trust board member, reported that Epic Heating & Cooling has finished installing heating and a/c in their first bay of the brick block building on Market St.

More discussion was held on the St. Marys Ambulance Services presentation.

A motion was made by Councilman Warmbrodt and seconded by Councilman Cherry to move into executive session to discuss litigation at 6:13 p.m. Motion carried unanimously.

A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to return to regular session at 6:27 p.m. Motion carried unanimously.

President Maletto stated that, during executive session, litigation was discussed but no action was taken.

Solicitor Thomas made a public statement stating that a settlement was reached in the borough's lawsuit involving Angel Perez Jr. Further information can be obtained through a Right To Know Request.

Adjournment: A motion was made by Councilman Poague and seconded by Councilman DeAngelo to adjourn the meeting at 6:28 p.m. Motion carried unanimously.

Rachel Kilhoffer
Secretary

Johnsonburg Borough
Special Meeting
November 29, 2023
6:00 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		
Maletto, Alfred J.	President	X		
Miller, Ryan (ARS Engineering)	Engineer/ Code Enforcement			X
Paget, Kyle	Mayor			X
Poague, Eric	Councilman	X		
Thomas, John R.	Solicitor			X
Warmbrodt, Richard	Councilman	X		

Business: The special meeting was called to discuss the 2024 budget and tax schedule.

Discussion was held on borough funds, employees, and projects with the finance committee providing comments on their review of the budget figures. The Council also revisited their discussion about the request for tax millage from the St. Marys Ambulance Service.

A motion was made by Councilman Warmbrodt and seconded by Councilman DePanfilis to approve the tentative 2024 budget. Motion carried unanimously.

A motion was made by Councilman Cherry and seconded by Councilman Imbrogno to approve the tentative 2024 tax schedule. Motion carried unanimously.

Adjournment: A motion was made by Councilman DePanfilis and seconded by Councilman DeAngelo to adjourn the meeting at 6:46 p.m. Motion carried unanimously.

Rachel Kilhoffer
Secretary



Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

November 2023 Johnsonburg Fire Department Report

Incident Type Count per Station for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023

INCIDENT TYPE	# INCIDENTS
Station: EC2 - ELK COMPANY 2	
111 - Building fire	1
311 - Medical assist, assist EMS crew	2
445 - Arcing, shorted electrical equipment	1
# Incidents for EC2 - Elk Company 2:	4

Calls in Johnsonburg Borough - 3

Calls in North Ridgway Township – 0

Automatic / Mutual Aid Calls – 1

Total Man Hours for All Calls November 2023 – 21.43

Total Monetary Fire Loss Johnsonburg Borough November 2023 - \$0

Total Monetary Fire Loss North Ridgway Township November 2023 - \$0

Respectfully

Christopher G. Kreckel

Chief

Boro report

street crew

Picked up bagged leaves throughout town.

Put spreaders on dumps.

Marked pa one calls.

Swept julia street after construction.

Hauled brush from tracks .

Took down veterans flags.

Put up christmas decorations.

Held dumpster day.

Got plows out of storage .

Treasurer's Report				
November 2023				
Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance
General	\$384,080.58	\$86,642.41	\$90,795.87	\$379,927.12
Street Light	\$81,652.82	\$419.98	\$3,277.64	\$78,795.16
Library	\$3,822.79	\$211.88	\$18.06	\$4,016.61
Retirement	\$100,846.65	\$52.26	\$3.63	\$100,895.28
Highway Aid/Liquid Fuels	\$53,272.21	\$1.55	\$45,719.23	\$7,554.53
Borough Equipment	\$52,303.02	\$2,851.70	\$24.81	\$55,129.91
Fire Services	\$76,317.01	\$260.36	\$22.01	\$76,555.36
Community Center	\$47,983.27	\$7,928.93	\$19,226.87	\$36,685.33
Per Capita	\$5,454.08	\$55.00	\$5,007.16	\$501.92
Debt Service Fund	\$73,359.16	\$597.32	\$50.86	\$73,905.62
Community Improvement	\$107,614.25	\$1,424.53	\$7,162.81	\$101,875.97
Outstanding Expenses & Liabilities				
Fund	Amount	Description		
General	\$14,714.24	2023 Act 13 funding		
General	\$4,254.62	insurance payout for office carpet damage		
Monthly Bills				
General		Highway Aid		
Community Center		Community Improvement		
Other				



Engineer's Report – December 11, 2023 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:

Engineering Services

- The Julia Street Stormwater Project has been completed and is working well. The sediment trap was installed and new grass had already begun to grow over the disturbed lot. Final inspections and project closeout have been completed with the County Planning Office.
- The Johnsonburg Hotel demolition cleanup has been completed. No parking signs have been posted and mostly obeyed. Final inspection and project closeout have been completed with the County Planning Office.
- St. Marys Paving and Hilltop Masonry have completed the JCC rear driveway project. All debris has been cleared and the Recreation Board is working on getting the accessible parking space repainted. We continue to work to get the dumpster fence section ordered and replaced.
- We completed and submitted the three (3) Local Share Account (LSA) grant applications for a new street sweeper and the West End Flood Control and Armstrong Theater Redevelopment Projects. The final request for the West End Flood Control Project was just shy of \$1 million dollars and covers the installation of the buried storage cells and replacement of the existing culvert. Letters of support from the County and our State legislators were included.
- We met with Epic Heating & Cooling to discuss the next phase of the JCC Heating Upgrade Project. A change in the scope of work has been made and mini-split units will now be installed in each of the three (3) rooms on the second floor. Funding for this project was made possible from a recent grant received from the Mee Foundation. The work is anticipated to be completed over the next couple of weeks.
- We assisted with a recent grant request from the Palumbo Foundation for the preventative maintenance repairs to the exterior of the Johnsonburg Community Center. The requested funds would be used to re-point the brick façade and refinish the windows. Estimates were gathered from local contractors to assist with the request.
- Nittany Energy's expansion of the former Old Brickyard gas station has begun. We continue to work with them and their engineer on the required stormwater management plans and report.
- We continue to work with the Elk County Planning Office on additional PHARE funding for slum and blight demolitions. The remaining vacant/abandoned structures in the First Avenue/Bergen Street area have been identified based on the funding that may be available.



Code Enforcement

- The former repository property located at 307 High Street was recently inspected and as a result the previous “uninhabitable” posting has been removed. The new owner has been renovating the house with the intent to rent it out. The County has been notified of the posting removal and a request has been made to return the parcel to the tax rolls.
- Uninhabitable notices were posted as a result of notification from the Water Authority of water service being shut off. We continue to work together with the JMA when service to these properties is shut off.
- Residents are reminded that garbage may not be placed along curbs more than 24 hours prior to pick up. An increase in the number of occurrences has been observed recently. This is not only a public nuisance but can become a hazard if and when snow plowing operations start.
- As snow season approaches, residents are reminded that shoveled/plowed snow is not permitted to block public sidewalks, including entrances at intersections and ends of driveways.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Ryan J. Miller", is written over a light blue horizontal line.

Ryan Miller, PE

November 8, 2023

**Office of the Elk County Commissioners
Meeting Minutes**

Elk County, Ridgway, PA

The Elk County Commissioners met on Wednesday, November 8, 2023 at 10:00 AM, Elk County Courthouse Annex Conference Room #1. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Daghir, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Jim Abbey, IT Director; Bekki Titchner, Recycling Director; Kathy McClelland, Planning Department; Billie Jo Weyant, Executive Director CAPSEA; Cortney Pahel, Dickinson Center Program Director; Marilyn Secco and Brian Stockman, Press.

Excused was Tom Wagner, Solicitor

APPROVAL OF AGENDA

A motion was made by Matthew G. Quesenberry to amend New Business Item #2 changing the word of *Commissioners* to *Directors* and to change *Ms.* to *Dr.* and with those changes to approve the agenda. Joseph C. Daghir seconded the motion and it carried unanimously.

APPROVAL OF MINUTES

A motion was made by M. Fritz Lecker to approve the October 17, 2023 minutes as presented, seconded by Matthew G. Quesenberry and carried unanimously.

PRESENTATIONS – N/A

RESOLUTIONS

1. 2023-24 – PHARE request for proposal for 2023 CAPSEA Under One Roof Elevator Project, Elk County Planning Department - **A motion made by Joseph C. Daghir seconded by Matthew G. Quesenberry carried unanimously**
2. 2023-25 - PHARE request for proposal for 2023 Accessibility Modifications and Slum & Blight Remediation, Elk County Planning Department - **A motion made by Joseph C. Daghir seconded by Matthew G. Quesenberry carried unanimously**
3. 2023-26 - PHARE request for proposal for Northern Tier Ramps of Hope, Elk County Planning Department - **A motion made by Joseph C. Daghir seconded by Matthew G. Quesenberry carried unanimously**
4. 2023-27 – National Parents as Teachers Day, Dickinson Center - **A motion made by Matthew G. Quesenberry seconded by M. Fritz Lecker carried unanimously**


OLD BUSINESS – N/A

QUESTIONS FROM THE PRESS – N/A

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:30AM on a motion by Joseph C. Daghir seconded by M. Fritz Lecker and carried unanimously

ATTEST: 
Chief Clerk

**Next Meeting:
Wednesday, November 22, 2023
10:00 A.M. Conference Room #2, Courthouse Annex**

November 22, 2023
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Wednesday, November 22, 2023 at 10:00 AM, Elk County Courthouse Annex Conference Room #1. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Daghir, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Tom Wagner, Solicitor; Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Dan Rimer, IT; Tracy Gerber, Planning Department; Aimee Kemick, President Tri-County Rails to Trails; Matt Darusuik, Land Protection Manager, Tri-County Rails to Trails; Marilyn Secco and Brian Stockman, Press.

APPROVAL OF AGENDA

A motion was made by M. Fritz Lecker to approve the agenda, seconded by Joseph C. Daghir and carried unanimously.

APPROVAL OF MINUTES

A motion was made by Joseph C. Daghir to approve the November 8, 2023 minutes as presented, seconded by M. Fritz Lecker and carried unanimously.

PRESENTATIONS – N/A

RESOLUTIONS

1. 2023-28 – Adopting the Elk County 2023 Hazard Mitigation Plan, Planning Department. A motion was made by Joseph C. Daghir, seconded by Matthew G. Quesenberry and carried unanimously.

OLD BUSINESS – N/A

NEW BUSINESS

1. Application for Use of the Courthouse Lawn retroactive from November 6, 2023 through January 15, 2024 to place Christmas decorations on the lawn of the Courthouse by the Ridgway Heritage Council - **A motion made by M. Fritz Lecker seconded by Joseph C. Daghir carried unanimously**
2. Reappointment of Dr. Clythera Horning to the Elk County Housing Authority Board of Directors through 12/31/28 - **A motion made by M. Fritz Lecker seconded by Joseph C. Daghir carried unanimously**

3. Elk County Municipal Solid Waste Management Plan Disposal Capacity Agreements - **A motion made by Joseph C. Daghir seconded by Matthew G. Quesenberry carried unanimously**
4. New agreement for IT consulting services with Appalachia Technologies, LLC, time and material only from date of execution and is auto-renewable for successive one-year terms, dated 11-8-23 - **A motion made by M. Fritz Lecker seconded by Joseph C. Daghir carried unanimously**
5. Renewal contract on behalf of CYS with Community County Services for Family Group Decision Making and Family Redevelopment for FY 23/24 - **A motion made by Joseph C. Daghir seconded by Matthew G. Quesenberry carried unanimously**
6. Renewal contract on behalf of CYS with JusticeWorks YouthCare for Nurturing Parent, Nurturing Parent Substance Abuse, JustCare and Truancy Remediation & Diversion for FY 23/24 - **A motion made by M. Fritz Lecker seconded by Joseph C. Daghir carried unanimously**

CORRESPONDENCE – (The following correspondence, if any, is available in the Commissioner’s office for further review.)

1. E&M Engineers and Surveyors PC (received October 23rd) regarding Spring Creek Township’s intent to submit a General Permit Registration (GP-11) to the PA DEP for the replacement of a bridge on Arroyo Road (T-314). In accordance with Section 1905-A of the Commonwealth Administrative Code, as amended by Act 14, written notification of proposed construction activities must be provided to all applicable municipalities and counties at least 30 days prior to the issuance of PA DEP GP-11 permits

GOOD OF THE COUNTY

- We welcome and encourage the public to attend our meetings.
- Jim Abbey, Patrick Straub and Joseph Daghir, Election Board members stated that the Election on Tuesday, November 7th went smoothly with Elk County being the first in the state to report results
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

QUESTIONS FROM THE PRESS – N/A

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:30AM on a motion by Joseph C. Daghir seconded by M. Fritz Lecker and carried unanimously

ATTEST:



Chief Clerk

Next Meeting:

Wednesday, November 22, 2023

10:00 A.M. Conference Room #2, Courthouse Annex