

**Johnsonburg Borough
Regular Meeting
December 16, 2024**

Call to Order
Silent Prayer
Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

- Regular meeting November 12, 2024
- Special meeting November 25, 2024

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

New Business

1. Adopt 2025 Budget
2. Adopt 2025 Tax Schedule (Ordinance 2024-03)

Public Comment on Agenda Items

Adjournment

Johnsonburg Borough
Regular Meeting
November 12, 2024
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 Poague and seconded by Councilman DeAngelo to approve the agenda. Motion carried unanimously.

Minutes: A motion was made by Councilman Poague and seconded by Councilman DeAngelo to approve the minutes from the regular meeting held on October 15, 2024. Motion carried unanimously.

Guests & Public Comment: Tracy Crowe introduced herself as a new reporter for The Ridgway Record who will be covering the borough meetings.

Executive Session: Although listed on the agenda, an executive session was not needed.

Monthly Reports

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$3,823.83, Community Center Fund - \$4,610.02, Community Improvement Fund - \$49,673.80, and Highway Aid Fund - \$3,062.02. A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Mayor: Mayor Paget was excused.

Police: Monthly report is on file. Chief Clopp reviewed his report which included a request for the public to remove abandoned vehicles from the roadways before the winter months. He also alerted the public to an increase in vehicle break-ins and thefts recently, especially in the west end area.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file. Superintendent Imbrogno reported that the new trailer was delivered and the Grant St. traffic signal has been repaired.

Engineer & Code Enforcement Report: Monthly report is on file. Engineer Ryan Miller reported on the following borough projects:

- The W. Center St. storm water project is complete.
- The Harrison Ave. storm water project is complete.
- Continuing to work on grants for the Johnsonburg Community Center heating/ac and handicapped accessibility update.

President Maletto asked for an update on the flood control project through TranSystem. Engineer Miller will request an update.

Code Enforcement: Code Enforcement Officer Chris Lindmar was excused. His report is on file.

A discussion was held on adopting a house number ordinance.

Recreation Board: Minutes and monthly reports are on file.

Council Committees: Councilman Poague suggest that the Economic Development Committee meet with the Johnsonburg Community Trust and other groups to brainstorm ideas. A brief discussion was held on zoning and business opportunities happening in the downtown area.

Solicitor: Solicitor Thomas handed out options for an ordinance involving backyard chicken raising which led to a discussion involving this problem and practical solutions.

He reported that the sale of 236 Main St. is underway to the neighboring property owner, Vern Delong.

Municipal Authority: Minutes are on file. Johnsonburg Municipal Authority Manager Brian Buesink updated Council on several authority projects. He also thanked the borough's street department for their assistance whenever needed.

Old Business: 1. After a discussion on the voter referendum, a motion was made by President Maletto and seconded by Councilman Poague to access a ½ mil of real estate property tax for

EMS purposes. President Maletto called for a roll call vote which was unanimous in favor of the motion. Motion carried. Borough voters had passed the motion by a slim margin.

New Business: 1. Bids were received for the Econoline trailer with the following results:

Name	Bid
David Veneziano	\$1,507.00
Eric Detwiler	\$2,700.00
Steve Cherry	\$2,800.00
St. Marys Masonry (Eric Leslie)	\$3,250.00

A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to award the bid to the high bidder, Eric Leslie, for \$3,250.00. Motion carried unanimously.

2. A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to accept the quote of \$3,250.00 for a new heater for the police garage from Pete's Heating & Cooling. Motion carried unanimously.

3. The current borough properties listed in the Elk County repository were ranked by the councilman to produce a priority list. The top three were 628 Penn St., 331 First Ave., 303 First Ave. along with the vacant lot at 305 First Ave. A motion was made by Councilman Warmbrodt and seconded by Councilman DePanfilis to purchase all four properties from the repository. Motion carried unanimously.

Public Comment on Agenda Items: None presented.

Adjournment: A motion was made by Councilman Poague and seconded by Councilman DePanfilis to adjourn the meeting at 5:07 p.m. Motion carried unanimously.

Rachel Kilhoffer
Secretary

Johnsonburg Borough
Special Meeting
November 25, 2024
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		
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		

Agenda: A motion was made by Councilman Warmbrodt and seconded by Councilman Poague to approve the agenda as presented. Motion carried unanimously.

Guests & Public Comment on Agenda Items: None presented.

Business: 1. President Maletto read the 2025 tentative budget which includes a 1.25 mill increase in the general fund, a .3 mill increase in the retirement fund, and a new .5 mill EMS tax. After discussion, a motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to approve the tentative 2025 budget. President Maletto called for a roll call vote with the following results: Poague – yes, DeAngelo – no, Warmbrodt – yes, Cherry – yes, Maletto – yes, DePanfilis -yes, Imbrogno – yes. Motion carried.

2. A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to approve the 2025 tentative tax schedule. Motion carried unanimously.

3. A motion was made by Councilman DePanfilis and seconded by Councilman Cherry to approve Resolution 10-2024 approving the DCED LSA application requesting a \$413,876.62 grant for a street sweeper. Motion carried unanimously.

4. A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to approve Resolution 11-2024 approving the DCED LSA application requesting a \$145,600.00 grant for storm sewer replacement on Third Ave. Motion carried unanimously.

Adjournment: A motion was made by Councilman Poague and seconded by Councilman DePanfilis to adjourn the meeting at 4:17 p.m. Motin carried unanimously.

Rachel Kilhoffer
Secretary

DRAFT

**Treasurer's Report
November 2024**

Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance	PLGIT Balance	PLGIT Interest
General	\$292,477.74	\$94,768.65	\$101,509.26	\$285,737.13	\$199,226.30	\$652.12
Street Light	\$94,798.65	\$183.83	\$53,327.18	\$41,655.30	\$50,058.64	\$58.64
Library	\$4,050.61	\$91.61	\$4.59	\$4,137.63		
Retirement	\$2,886.12	\$18.29	\$0.92	\$2,903.49	\$103,639.46	\$408.68
Highway Aid/Liquid Fuels	\$75,830.77	\$2.72	\$53,062.02	\$22,771.47		
Borough Equipment	\$67,997.68	\$13,688.38	\$8.55	\$81,677.51	\$30,452.55	\$120.08
Fire Services	\$9,891.42	\$111.46	\$5.57	\$9,997.31	\$82,989.14	\$327.25
Community Center	\$30,578.14	\$12,266.97	\$19,351.66	\$23,493.45		
Per Capita	\$5,852.75	\$33.00	\$5,501.65	\$384.10		
Debt Service Fund	\$60,607.97	\$259.80	\$12.86	\$60,854.91		
Community Improvement	\$78,589.66	\$41,338.30	\$53,402.18	\$66,525.78		

Outstanding Expenses & Liabilities

Fund	Amount	Description
General	\$9,710.29	2023 Act 13 funding
General	\$23,602.66	2024 Act 13 funding
Community Improvement	\$5,000.00	Community Heart & Soul grant match
Monthly Bills		
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 November 2024.

Calls for Service	312	Parking Violations	1
Signal Calls	64	House Watches	3
Telephone Calls	76	Vehicle Lockouts	1
Investigations	57	Light outage	0
Hearings	7	B.O.L.O	8
Traffic Accidents	3	Asst. Fire/Ambulance	3
Written Warnings	11	Asst. other Police Dept.	23

Receipts:

Fines	\$ 1,339.45
Reports	\$ 0.00
Tickets	\$ 10.00
Total	\$ 1,349.45

Special Information:

- Attended Veteran's Day program at JAHS on 11/08.
- Ptl. Schreiber attended evidence collection class on 11/12.
- Assisted with Project Gift for Kids gift collection.

Offenses:	Number	Arrest	Handled Otherwise
Drugs	2	1	1
Assaults	2	2	0
Burglary	0	0	0
Thefts	2	0	2
Criminal Mischief	4	1	3
D.U.I.	1	1	0
Disorderly Conduct	5	1	4
Mental Health	2	0	2
Sex Offenses	1	0	1
Family and Children	10	1	9
All Other Offenses	15	5 (17 MV Arrests)	10
Totals	44	29	32

Respectfully





Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

November 2024 Johnsonburg Fire Department Report

Incident Type Count per Station for Date Range

Start Date: 11/01/2024 | End Date: 11/30/2024

INCIDENT TYPE	# INCIDENTS
Station: EC2 - ELK COMPANY 2	
300 - Rescue, EMS incident, other	1
311 - Medical assist, assist EMS crew	1
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
444 - Power line down	1
500 - Service Call, other	2
743 - Smoke detector activation, no fire - unintentional	2
# Incidents for EC2 - Elk Company 2:	9

Calls in Johnsonburg Borough - 4

Calls in North Ridgway Township – 5

Automatic / Mutual Aid Calls – 0

Total Man Hours for All Calls November 2024 – 26.51

Total Monetary Fire Loss Johnsonburg Borough November 2024 - \$0

Total Monetary Fire Loss North Ridgway Township November 2024 - \$0

Respectfully

Christopher G. Kreckel

Chief



Engineer's Report – December 16, 2024 Johnsonburg Borough Council Meeting

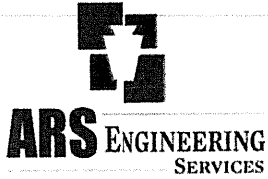
The following is a summary of work performed over the last month, including updates on current project status, provided herein for your review:

Engineering Services

- St. Marys Paving Company, Inc. was back in to fix the restoration work that was completed by National Fuel's contractor. The agreement we had the Borough had with National Fuel prior to any work being completed was National Fuel would be responsible for restoring disturbed areas behind the new curbs; however, they only seeded the areas that remained once St. Marys Paving was finished and as a result refused any additional restoration work was their responsibility. St. Marys completed the restoration and reseeded the entire area prior to Thanksgiving.

Additional CDBG funds from another County project have been distributed to the Borough for use on the Harrison Avenue Storm Sewer Replacement Project. These funds will reduce the amount of project overage which the Borough is responsible for paying.

- Asbestos surveys were completed for the 200 & 205 Bergen Street properties in mid-November with both aspects of both houses testing positive. Additional surveys are scheduled to be complete for the 201, 205 & 207 First Avenue properties in mid-December. Asbestos surveys are required by DEP for the grant program. Funding for these demolitions has been made available through a FY 2023 County CDBG grant.
- TranSystems is still working on the final version of the Flood Study Report. We have a conference call scheduled with the consultant for the week of December 16-20 to discuss what remains to be finalized. Funding for this project has been provided by a DCED Flood Mitigation Grant.
- We continue to assist the Elk County Planning Office with information on the Borough's two (2) FY2024 CDBG grant projects. Funds for these projects are expected to be available at some point in 2025. Once received we will proceed with accepting bids for the project with construction possible next year.
- We assisted Emma with reviewing the narrative portion of the Borough's 2024 LSA grant applications, as well as providing cost estimates for each.
- We assisted Cly Hornung on the completion of an additional Palumbo Foundation grant request for the remaining exterior restoration at the Johnsonburg Community Center. Grant awards are expected in early Spring.



- We are currently assisting Cly Hornung on a new grant request through the Stackpole Hall Foundation to cover the remaining heating and air conditioning upgrades at the Community Center. The request would cover the remaining areas on the Third Floor including the Ball Room, Kitchen, Band Room and Parlor. If successful the entire building would run independent of the existing steam boiler which would then be shut down.
- We have shifted focus on modifications to the existing accessible entrance into the Community Center as an applicable 2025 CDBG grant. Upgrades would include a new compliant ramp from the sidewalk to the front porch/entrance, new curb cuts for the accessible parking spot out front and new sidewalks in front of the JCC.
- Now that all of our 2024 construction projects have been completed we will be shifting efforts to complete the Hemlock Street Stormwater Project design, plans and project specifications. At this point we hopeful the project can be advertised over the Winter with construction anticipated next year. Funding for this project has been provided through an ARPA PA Small Water & Sewer Grant previously awarded by the Commonwealth Finance Authority.

Respectfully Submitted,

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

Ryan Miller, PE

New Business

- 1) **Water Leak** There is a water leak from the attic to the gymnasium. Geno Polaski thinks he has located the source and can repair the problem.
- 2) **Calendars** The JCC and the Library teamed up to sell 2025 Johnsonburg fundraiser calendars. Each month has five chances to win cash prizes (\$250/month). Calendars sell for \$40 a piece.
- 3) **Sweetheart Lottery** We are considering moving this to July and making it a firecracker lottery fundraiser. We will revisit this idea at a later date. Right now we are going to focus on selling calendars and purse bingo tickets.
- 4) **Doors** Jim Lecker made a **motion** to replace the weight room door when we replace the pool door as long as it costs less than \$1,000 out of our fundraiser money. **Second:** Patty McDivitt **Vote:** Unanimous

Meeting adjourned at 5:45 p.m. Next Meeting January 2, 2025 5:00pm

X Sarah L. Grunthaler

Sarah Grunthaler
Rec Board Secretary

December 2024 Directors Report

- Friday November 8th Carlsons ran the wire to the guard room at the pool for a phone.
- Friday November 8th Tara Poague and Jim Lecker scrubbed the pool deck with a machine. Tara asked Hallie Williams to mop the deck every Friday to keep up with it.
- Sunday November 10th, we had an 80's movie night. This was free for anyone who wanted to come and we had 9 kids show up. We watched the Goonies, had snacks, and the kids all dressed up.
- Sunday November 10th at 9:00pm Guardian Protection called Tara Poague's cell phone to tell her there was a trouble shoot on the fire alarm in zone 12 of the fitness room.
- Monday November 11th at 1:18am Guardian Protection called Tara Poague's cell phone to tell her there was a trouble shoot on the fire alarm in zone 12 of the fitness room.
- Monday November 11th Tara Poague called Guardian Protection and asked them to send someone to look at the zone 12 fitness alarm and fix whatever troubleshoot that is happening.
- Monday November 11th when someone entered the cardio room and the lights came on it blew a breaker that caused the treadmills and tv to lose power.
- Tuesday November 12th Tara Poague mailed a second bill to the JCT for their rental of the building for alumni. Her first one was sent August 1st, but didn't receive a check or response. This was for \$600.
- Wednesday November 13th Tara Poague couldn't get the boiler to fire up. Jim Lecker showed her a third reset button that got it going.
- Wednesday November 13th the pool was cold. Tara Poague checked on the pool heaters and they were reading error sfs which is a temperature sensor. She played around with them all morning and the old one tried and tried to heat up, but was unable to and the new one would heat up and run for 10-15 minutes then the error code would come up again. She killed the power to them and refreshed them and left for the night, in the morning they were working. Not sure if the boiler and heaters needing restarted had anything to do with the power surge from the weight room the day before or not. Tara will keep an eye on the heaters and if this happens again she will call Seven Seas Pools and Spas and have them come replace the temperature sensors.
- Wednesday November 13th, we had a bus of kids here for forestry career day from 8am-12pm. They had speakers from Domtar, Landvest, Conservation District, Allegheny Hardwood utilization group, and DCNR.
- Wednesday November 13th, we had a bus of kids from JAHS Mr. Shuey's class come down and winterize the playground and get our first and second floors ready for Christmas. This was to embrace world kindness day and it was a great success.
- Thursday November 14th Guardian Protection came and replaced the zone 12 fitness alarm. We are under contract so we will only be billed for the copay.
- Thursday November 14th Tara Poague had her first meeting with the Community Heart and Soul team. This is a long process, but she believes it will be good for the town.
- Friday November 15th we had our soup sale. It went well. We had 4 quarts of soup left and a handful of baked goods.
- Friday November 15th Jeff Snyder was here from Glass Erectors to check out the doors.
- Monday November 18th Tara Poague had to go to court to testify at Brittany Pinchock's hearing. This was from the beginning of October when Brittany was causing disruptions with our lifeguards and Tara asked her to leave multiple times and she did not. Therefore, Tara called Chief Clopp and asked him to arrest her for trespassing. She was found guilty.
- Monday November 18th Mike Fox was here from Hardware Specialties to look at our doors. He is going to send us a quote.

- Monday November 18th Tara Poague hooked up the phone in the guard room at the pool. She asked Rachel Kilhoffer to call Aaron Simbeck to register it to our system. Aaron should be getting ahold of Tara to do this.
- Monday November 18th Tara Poague called Seven Seas pools and Spas and asked them to come look at the new pool heater. It is reading the sfs error code and not heating again. She left a message and has not heard back.
- Tuesday November 19th Domtar had a luncheon for 67 salary employees. Gregg Linscott was here from corporate to do a presentation for his employees.
- Tuesday November 19th our first order of bricks arrived. They look great and they are gaining interest so hopefully we get more orders.
- Thursday November 21st Steve from EICo installed the outlet in the hallway downstairs for the vending machines. He started to look at the outlet in the lobby for the tv, but we couldn't find what breaker it belonged to. Randy Mehalko is going to come down sometime soon to figure it out for us and Steve will be back to install the outlets for the tv's.
- Thursday November 21st Tara Poague emailed Melinda Lewis at the Library our list of events for the month of December for her to put in the scoop.
- Friday November 22nd, we got the quotes for the pool door and the weight room door from Glass Erectors.
- Friday November 22nd Randy Mehalko stopped in and helped Tara Poague figure out which breaker was for the lobby. It was #13 in the guard room. Ready to go for EICo now.
- Saturday November 23rd was the Holiday Market at the building. Tara Poague had a table set up with some of our bricks on display and flyers for it. She also had purse bingo tickets, buffalo saber tickets, gift certificates for memberships, building rentals, and swim lessons, and she did a 50/50.
- Monday November 25th, we drew for the Buffalo Sabres tickets. Tracy Crowe was the winner!
- Tuesday November 26th The Project Gifts for Elk County came and picked up all of the donated toys.
- Tuesday November 26th Larry Wilhelm hung the tv and Jim's plaque in the lobby for us.
- Friday November 29th The paint on the wall in the hallway on the third floor started bubbling like there is water behind it and it is leaking all the way down to the gym. It is a steady drip from the ceiling on the track behind the backboard. Tara Poague called Geno Polaski to come take a look at it and he thinks it's a leak in a pipe and he is going to try and fix it.
- Monday December 2nd Edna Maddalena stopped in and talked to Tara Poague about her daughter Amanda offering services to our members. She has a certification in nutrition and she is a life/wellness coach. She wants to do something to help out our community since her dad worked at the Elk County Foods here for so long before he passed.
- Monday December 2nd Tara Poague called EPIC and told them she doesn't think that the thermostat is communicating with the boiler because the only way she can get it to kick on is by hitting the reset button on the boiler. Matt said he would send someone to look at it but didn't say when.
- Wednesday December 4th, Tara Poague called Hardware Specialties and asked them if they had the quote for the doors. Mike Fox said that he would check with his project manager and email it to her as soon as he receives it.
- Our last soup sale of the year will be Friday December 13th at 10:30.
- Tara Poague printed up packets and pamphlets to hand out to Mike Imbrogno and his team that are working on bringing money into Johnsonburg. This is just to inform them about the progress of the JCC and to show we have goals that we have been working on and have yet to complete.



“JAMES THE BUTLER”
For all your cleaning needs:

December Report

- 139.5 hours in November
- Dave Votano is working on the barn door for the weight room.
- The old sandbox seats are finished being sanded. Dave is working on getting them stained and put on the wall in the weight room.
- Dave Votano is working on installing handles on the doors on the third floor. There are 9 of them all together.
- We are going to start working on patching the steps in the main stairwell.
- Dave Votano is almost finished sanding and staining the door to the billiard room.
- Going to try and get a team together to work on the weight room soon.
- We got the Christmas décor up.
- Carlson’s ran a wire to the guard room at the pool for a phone.
- Jon Updyke never came so Steve from Elco came and installed the outlets downstairs. He will be back to do the lobby.
- Jeff Snyder from Glass Erectors and Hardware Specialties came and looked at the doors. Jeff gave us a quote. Hardware Specialties should be emailing us theirs soon.
- Josh Meyer noticed the ceiling in the gym is starting to cave in. He is going to cut that section out and see if he can determine what caused it and fix it. He will work on this sometime this winter, but probably late winter due to the building not having any down time.
- There is a water leak somewhere in the walls between roof and gymnasium. Geno Polaski looked into it and thinks it is a problem with a pipe. He is going to try and fix it.

JOHNSONBURG MUNICIPAL AUTHORITY

Special Meeting Minutes

Monday, October 7, 2024

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, Earl Park, Duane Duffy, Paul Villella, Eric Poague, Tony King
TJ Weaver - excused

Also present: Brian Buesink, Tracey Brown, AJ Coval from JHA, Kathleen Mooney from JHA via Teams

VISITORS – JR DePanfilis, Rick Marzella

APPROVAL OF AGENDA - A motion was made by Eric Poague and seconded by Duane Duffy to approve the agenda (carried).

OPENING OF BIDS FOR WATERLINE EXTENSION PROJECT – Electronic bids were opened and read aloud by AJ Coval of JHA.

Bidder	Base Bid	Hot Tap Bid	Bid Total
C&R Directional Boring	\$3,264,366.00	\$15,000.00	\$3,279,366.00
Continental Construction	\$3,322,793.00	\$19,275.00	\$3,341,768.00
W.A. Petrakis Contracting	\$3,333,333.00	\$20,000.00	\$3,353,333.00
Greenland Construction	\$4,770,000.00	\$16,750.00	\$4,786,750.00
Underground Innovations	\$4,930,148.00	\$50,000.00	\$4,980,148.00
Dave Roman Excavating	\$5,334,167.50	\$30,000.00	\$5,364,167.50

COMMENTS FROM VISITORS – None

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING- A motion was made by Eric Poague and seconded by Earl Park to adjourn the meeting at 5:45 p.m. (carried).

Jack Fowler, Chairperson
TLB

JOHNSONBURG MUNICIPAL AUTHORITY

Regular Meeting Minutes

Wednesday, October 9, 2024

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, Duane Duffy, Paul Villella, Eric Poague, Tony King
Also present: Brian Buesink, Bryon Gregori, Tracey Brown, Solicitor Brown, Travis Long and Kathleen Mooney of JHA via ZOOM

VISITORS – JR DePanfilis

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

VISITOR COMMENTS (on agenda related items) – None

EXECUTIVE SESSION – None

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS – A motion was made by Duane Duffy and seconded by Tony King to approve the minutes from the September 11, 2024 Regular Meeting (carried). A motion was made by Tony King and seconded by Duane Duffy to approve the minutes from the September 30, 2024 Special Meeting (carried).

MANAGER’S REPORT – Copy attached

WATER REPORT – Copy attached

SEWER REPORT – Copy attached

ENGINEER’S REPORT – Copy attached

SOLICITOR’S REPORT – None

COMMITTEE REPORTS –

- A. Administrative – none
- B. Operations - none
- C. Finance – none
- D. Fire Department – Jack Fowler requested flow tests when flushing lines & said that the fire dept. would like to know how many hydrants are going in on the Rt. 219 Waterline Extension Project
- E. Hiring - none
- F. Johnsonburg Borough - none
- G. Grants – none

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

BILLS FOR PAYMENT – A motion was made by Eric Poague and seconded by Tony King to approve the bills for payment in the amount of \$82,228.42 (carried).

Bank Balances as of: September 30, 2024

Northwest

Payroll - \$ 141,206.41
Water Pennvest - \$ 510.67
Sewer Pennvest - \$ 37,862.06
Operating Checking - \$ 385,064.28
Sewer Savings - \$ 52,569.88
Water Savings - \$ 125,274.97

CNB

Savings Acct. - \$ 12,198.50
Water Project Checking (COA) - \$ 96,286.63
Sewer Checking - \$ 56,814.77
Waterline Extension - \$ 14.00

PLGIT

General Fund - \$ 686,120.31
Sewer General Fund - \$ 91,261.24

Debt Payments

CNB Mortgage - \$ 327.92
CNB Line of Credit Interest Only (Waterline Ext.) - \$ 1,787.99
CNB Draw Loan (WWTP Upgrade) - \$ 3,459.20
Pennvest - \$ 8,580.54
Pennvest - \$ 11,718.30

OLD BUSINESS

- The Act 57 Rate Study is wrapped up and under review.
- Solicitor Reith is reviewing a letter to be sent to JTMA.
- There was a short conversation on the Powers Ave. property and dam.

NEW BUSINESS

- A motion was made by Tony King and seconded by Paul Vilella to award the Route 219 Waterline Extension Project to C & R Directional Boring, LLC in the amount of \$ 3,279,366 (carried).

COMMENTS FROM VISITORS – JR DePanfilis asked if there was an inspector for the Route 219 Waterline Ext. job.

EXECUTIVE SESSION – A motion was made by Earl Park and seconded by Eric Poague to enter into executive session at 5:25 (carried). A motion was made by Eric Poague and seconded by Paul Vilella to exit executive session at 5:47 (carried). A motion was made by Eric Poague and seconded by Earl Park to enter into regular meeting at 5:47 (carried). Litigation was discussed with no action taken.

ADJOURNMENT OF MEETING- A motion was made by Eric Poague and seconded by Duane Duffy to adjourn the meeting at 5:48 p.m. (carried).

Jack Fowler, Chairperson
TLB

JOHNSONBURG MUNICIPAL AUTHORITY
Regular Meeting Minutes
Wednesday, November 13, 2024

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, Earl Park, Duane Duffy, Paul Villella, Eric Poague, Tony King
Also present: Brian Buesink, Tracey Brown, Solicitor Brown, AJ Coval of JHA via ZOOM

VISITORS – JR DePanfilis

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

VISITOR COMMENTS (on agenda related items) – None

EXECUTIVE SESSION – A motion was made by TJ Weaver and seconded by Earl Park to enter into executive session at 4:03 (carried). A motion was made by Eric Poague and seconded by Earl Park to exit executive session and enter into regular meeting at 4:42 (carried). Litigation and personnel were discussed with no action taken.

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS – A motion was made by Earl Park and seconded by TJ Weaver to approve the minutes from the October 7, 2024 Special Meeting (carried). A motion was made by Earl Park and seconded by Duane Duffy to approve the minutes from the October 9, 2024 Regular Meeting (carried).

MANAGER'S REPORT – Copy attached

WATER REPORT – Copy attached

SEWER REPORT – Copy attached.

- A motion was made by Eric Poague and seconded by Tony King confirming that the restoration work pertaining to Joan Park's easement has been completed to her satisfaction (Carried, Earl Park abstained)

ENGINEER'S REPORT – Copy attached

SOLICITOR'S REPORT – None

COMMITTEE REPORTS –

- A. Administrative – TJ Weaver reported that they met and discussed raises for 2025.
-A motion was made by Tony King and seconded by Earl Park to support the Administrative Committee's recommendation of a \$1/hour raise for all employees for 2025. This also includes 3 additional vacation days in 2025 and 1 additional vacation day for each of the next two years (carried).
- B. Operations - none
- C. Finance – Duane Duffy commented that he doesn't think Jack Fowler, as the Board Chairman, should be doing the budget. There was also discussion on moving money into PLGIT.
-A motion was made by Eric Poague and seconded by TJ Weaver to authorize Tracey to open a new PLGIT account, designated as a water account, with \$100,000 from our Northwest Bank operating account (carried).
- D. Fire Department – none
- E. Hiring - none
- F. Johnsonburg Borough – The stones that wash out of the alley behind First Ave. after heavy rain were discussed
- G. Grants – none

TREASURER'S REPORT – A motion was made by Earl Park and seconded by TJ Weaver to approve the Treasurer's report (carried).

BILLS FOR PAYMENT – A motion was made by Eric Poague and seconded by Earl Park to approve the bills for payment in the amount of \$ 140,013.48 (carried).

Bank Balances as of: October 31, 2024

Northwest

Payroll - \$ 128,574.02
Water Pennvest - \$ 510.67
Sewer Pennvest - \$ 37,862.83
Operating Checking - \$ 415,165.14
Sewer Savings - \$ 52,572.11
Water Savings - \$ 145,230.30

CNB

Savings Acct. - \$ 10,154.38
Water Project Checking (COA) - \$ 96,286.63
Sewer Checking - \$ 53,355.57
Waterline Extension - \$ 14.00

PLGIT

General Fund - \$ 689,024.04
Sewer General Fund - \$ 91,647.47

Debt Payments

CNB Mortgage - \$ 327.92
CNB Line of Credit Interest Only (Waterline Ext.) - \$ 1,773.03
CNB Draw Loan (WWTP Upgrade) - \$ 3,459.20
Pennvest - \$ 8,580.54
Pennvest - \$ 11,718.30

OLD BUSINESS

- The Act 57 Rate Study is wrapped up and under review.

NEW BUSINESS

- A motion was made by Earl Park and seconded by Eric Poague to give JMA employees a \$50 Elk County Foods gift certificate for the holidays (carried).
- The preliminary 2025 budget was handed out. It was decided that the board members would look it over and bring their thoughts on it to the December meeting.
- Eric Poague informed the Board that Tracy Crowe is going to be covering events in Johnsonburg for The Ridgway Record. She will be attending our meetings and reporting them in the paper.

COMMENTS FROM VISITORS – None.

EXECUTIVE SESSION – None.

ADJOURNMENT OF MEETING- A motion was made by Eric Poague and seconded by TJ Weaver to adjourn the meeting at 6:03 p.m. (carried).

Jack Fowler, Chairperson
TLB

JOHNSONBURG MUNICIPAL AUTHORITY
Special Meeting Minutes
Tuesday, November 26, 2024

The meeting was called to order at 1:00 p.m. by Chairman Jack Fowler, followed by The Pledge of Allegiance and a moment of silence.

ROLL CALL – Jack Fowler, TJ Weaver, Duane Duffy, Paul Villella, Eric Poague via ZOOM
Tony King – excused, Earl Park - excused
Also present: Brian Buesink, Tracey Brown, Corey McCabe

VISITORS – None

APPROVAL OF AGENDA - A motion was made by Duane Duffy and seconded by TJ Weaver to approve the agenda (carried).

PASS RESOLUTIONS TO APPLY FOR LSA GRANTS – A motion was made by TJ Weaver and seconded by Duane Duffy to pass resolutions to apply for the following LSA grants (carried):

- Clarion Road waterline replacement in the amount of \$557,542
- Main Street water line replacement in the amount of \$461,786

COMMENTS FROM VISITORS – Corey McCabe thanked the board for the gift cards given to the employees for Thanksgiving.

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING- A motion was made by Duane Duffy and seconded by Eric Poague to adjourn the meeting at 1:03 p.m. (carried).

Jack Fowler, Chairperson
TLB

November 6, 2024
Office of the County of Elk Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The County of Elk Commissioners met on Wednesday, November 6, 2024 at 10:00 AM, County of Elk Courthouse Annex, Conference Room 1. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners M. Fritz Lecker, Matthew G. Quesenberry and Gregory J. Gebauer. Also present were Rick Brown, Solicitor; Patrick Straub, Chief Clerk; Emily Anders, Office Administrator; Calvin Moore, IT Director; Becki Taylor, CDGB Coordinator; Mark Head, Area Transportation Authority of Northwestern PA; Cortney Pahel, Dickinson Center; Karin Pfungstler, Penn Highlands Healthcare; William Seely, guest; and Marilyn Secco, Press.

APPROVAL OF AGENDA

Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.

APPROVAL OF MINUTES

Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.

PRESENTATIONS –

1. Cortney Pahel, Program Director at Dickinson Center for recognition of National Parents as Teachers Day. **Cortney Pahel spoke of the Parents as Teachers Program and the positive effects from the program. She was presented with a Proclamation declaring November 8, 2024 as National Parents as Teachers Day.**
2. Mark Head, CEO of Area Transportation Authority of Northwestern PA-operations update and review of Act 44 local match requirements. **Mark Head spoke of the funding for ATA including Act 44. ATA employees 53 people in Elk County. Services offered by ATA have been changing to keep up with the needs of Elk County.**

RESOLUTIONS –

1. Resolution 2024-27-Request by Planning Department, Revision to the FY 2022 CDBG Application. **Becki Taylor stated the Johnsonburg Hotel Cleanup Project was completed. This resolution would allow the remaining funds from the project (\$2,963.00) to be reallocated for the Millstone Township Accessible Entrance Project (\$630.00) and the Harrison Ave Storm Sewer Project (\$2,333.00). Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**

OLD BUSINESS

NEW BUSINESS

1. Reappointment of William Laird to the St. Marys Municipal Airport Authority Board for a term to expire December 31, 2029. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

2. Request by Planning Department, reappointment of John Schatz to the Elk County Planning Commission for a term to expire December 31, 2028. **Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
3. Request by Horton Township, application for an allocation of County Liquid Fuel Tax Funds in the amount of \$6,000.00 for oil and chipping. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
4. Courthouse lawn use request by Ridgway-Elk County Chamber of Commerce, for Light Up Night on November 29, 2024. **Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
5. Courthouse lawn use request by Ridgway Downtown Holiday Decorating Committee, for decoration for the Christmas season from November 4, 2024 through January 11, 2025. **Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
6. PAGO for Elk County Tourism Marketing Grant request from the Ridgway Fire Department, \$2,000.00 for the Rock Valley Revival taking place August 15-16, 2025. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously**
7. Renewal agreement between Elk County and Pennsylvania Department of Agriculture designating Northern Tier Community Action Corp, as Lead Agency for the Emergency Food Assistance Program (TEFAP) for FY October 1, 2024 to September 30, 2025. **Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
8. Renewal of Health Insurance Contract between Elk County and Delaware Valley Health Trust (DVHT) for County's employee health plan for calendar year 2025. Net cost is \$1,630,758.00. The increase for 2025 was 6.40%, prior to applying earned credits. **Patrick Straub stated healthcare was the second biggest cost for payroll. These rates had been shopped last year and are done every 3 years. Patrick Straub asked for ratification of this renewal. Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
9. Request by Veteran Affairs, approval of benefits for 2 Veteran burials, 1 Widow burial and 2 Veteran headstones. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

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

1. Stiffler McGraw (received September 23rd) regarding Ridgway Twp Municipal Authority's intent to submit a minor amendment to the existing Water Supply Permit. This notice is provided in accordance with PA Acts 14, 67, 68 and 127 of the Municipalities Planning Code (MPC) which requires a 30 day public comment period.
2. The EADS Group (received October 18th) regarding Highland Twp. Municipal Authority STP's intent to submit a National Pollutant Discharge Elimination System (NPDES) permit renewal application to the PA DEP. Project Location: STP and outfall located in Highland Twp. Project Name: Unnamed tributary of Wolf Run. This notice is provided in accordance with PA Acts 14, 67, 68 and 127 of the Municipalities Planning Code (MPC) which requires a 30 day public comment period.

3. Keller Engineers (received October 21st) regarding Brockway Borough Municipal Authority's intent to submit a Chapter 102 Land Development Permit application for the replacement of existing water lines along Keystone Rd and Coder Rd. in Brockport, PA. This notice is provided in accordance with Section 1905-A of the PA Administrative Code as amended by Act 14 and PA Acts 67, 68 and 127 of the Municipalities Planning Code (MPC) which requires a 30 day public comment period.
4. Speer Carbon Company, LLC (received October 23rd) regarding intent to submit plan approval to install a Car Bottom Furnace and Thermal Oxidizer. This notice is provided in accordance with 25 PA Code Section 127.413 for plan approvals which requires a 30 day public comment period.

GOOD OF THE COUNTY

- We welcome and encourage the public to attend our meetings.
- **M. Fritz Lecker gave an update on the election process from the night before, and read the press release about the bomb threat. Press release is attached to these minutes.**
- 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

1. Marilyn Secco asked for a copy of the press release concerning the bomb threat.

QUESTIONS FROM TAXPAYERS

1. William Seely requested another census be performed, per capita tax be discontinued and a reassessment of all properties in Elk County.

ADJOURN MEETING

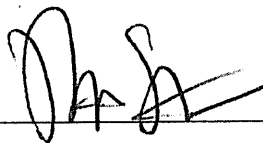
The meeting was adjourned at 11:00 AM on a motion by M. Fritz Lecker.

Next Meeting:

10:00 A.M. Thursday, November 21, 2024

Thomas G. Wagner Conference Room, Courthouse Annex

Attest: _____



Press Release November 6, 2024

Contact Person: Fritz Lecker, Commissioner Chair

The Elk County Elections Office received a bomb threat last evening about 7:30 via email, with Ridgway Borough police responding immediately and coordinating with the Sheriff's Department, who already had a Sheriff's deputy onsite. After consultation with the Pennsylvania Department of State, Pennsylvania State Police, the FBI and others, it was determined to proceed with the election processing. As a precaution, the Annex Building was evacuated of all but essential personnel. Poll workers returning election ballots were met outside the building by members of the Election Board, and deliveries were not impacted. After security sweeps were completed by local police officers as well as a bomb-sniffing canine from McKean County, it was determined there was no credible threat. It has since been learned that this same threat was received by at least 22 counties in the Commonwealth.

While Elk County saw record voter turnout at levels exceeding the presidential election in 2020, Ms. Kimberly Frey, Director of Elections remained composed and focused, and due to her competent leadership, Elk County was again the first county in the Commonwealth to file their election returns with the Pennsylvania Department of State.

The Board of Commissioners would like to extend their gratitude to Ms. Frey, Elk County Maintenance staff and other county personnel as well as the Ridgway Borough Police for their efforts in working cooperatively to handle this emergency with professionalism.

November 21, 2024
Office of the County of Elk Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The County of Elk Commissioners met on Thursday, November 21, 2024 at 10:00 AM, County of Elk Courthouse Annex, Thomas G. Wagner Conference Room. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners M. Fritz Lecker, Matthew G. Quesenberry and Gregory J. Gebauer. Also present were Rick Brown, Solicitor; Patrick Straub, Chief Clerk; Emily Anders, Office Administrator; Calvin Moore, IT Director; Nancy Baker, CYS Director; Mike McAllister, EMA Director; Matt Frey, Treasurer; Karin Pfingstler, Penn Highlands Healthcare; Elizabeth Erich and Leslie Bauer, Elk County Humane Society; Zack Pontious, Dwight Hoare, Gary Anderson, Tom Kosco, Dr. Kate Fernan, and Doug Cunningham, Elk County Healthcare Coalition; and Marilyn Secco, Press.

APPROVAL OF AGENDA

Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.

APPROVAL OF MINUTES– November 6, 2024 Commissioners Meeting

Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.

PRESENTATIONS –

1. Leslie Bauer with an update on the Elk County Humane Society. **Elizabeth Erich, Elk County Humane Society Shelter manager, spoke of funding for the Shelter and the projects they are undertaking included a spay/neuter clinic. She stated that thanks to donors, they have raised the money to purchase a van for the Elk County Humane Society.**

RESOLUTIONS –

1. Resolution 2024-26 - Amended Resolution for the Elk County Healthcare Authority. **M. Fritz Lecker explained the resolution would expand the Board members from seven to nine members on the board. The Commissioners studied other boards and have found these to be more effective. Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

OLD BUSINESS - N/A

NEW BUSINESS

1. Request by Elk County Conservation Board, reappoint Russ Braun to the Elk County Conservation Board of Directors for a 4 year term to expire December 31, 2028. **Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**

2. Appoint Elk County Healthcare Authority Board Members and set terms. **M. Fritz Lecker presented the following members to serve on the board followed by their terms:**

- a. **Gary Anderson – 5 year term**
- b. **Dwight Hoare – 4 year term**
- c. **Peter Straub – 4 year term**
- d. **Dr. Kate Fernan – 3 year term**
- e. **Doug Cunningham – 3 year term**
- f. **Zack Pontious – 2 year term**
- g. **Nathan Higgins – 2 year term**
- h. **Dr. David Johe – 1 year term**
- i. **Crystal Ginther – 1 year term**

Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.

3. Request by Spring Creek Township, application for an allocation of County Liquid Fuel Tax Funds in the amount of \$6,000.00 for township road maintenance. **Motion by M. Fritz Lecker, second by Gregory J. Gebauer and carried unanimously.**
4. Request by Veteran Affairs, approval of benefits for 5 Widow burials. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
5. New contract with Centre Communications to construct new 180ft. Emergency Communication tower. **M. Fritz Lecker explained the tower was for 911 access in remote areas including Jones Township. The tower would be paid with ARPA funds. These funds need to allocated by December 31, 2024. Real estate was in the process of being purchased for the tower. This item is just for information today as the contract was not ready to be presented yet. Matthew G. Quesenberry made a motion to table until the December 5, 2024 meeting, second by Gregory J. Gebauer and carried unanimously. Rick Brown asked the Commissioner to vote so that M. Fritz Lecker could sign all paperwork related to the real estate transactions. Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
6. Request by CYS, renewal contract with Taylor Diversion Program, Inc. for July 1, 2024 through June 30, 2025 with a 29.7% increase. **Nancy Baker explained she was shocked by the large increase. Because CYS contracts run from July to June, there were some placements in this fiscal year at Taylor Diversion Program. The placements were no longer there, but they would need to pay for the previous placements at the higher rate. Nancy stated they would probably not use this program in future. Motion by Matthew G. Quesenberry, second by M. Fritz Lecker and carried unanimously.**
7. Request by CYS, Addendum adding two more certificates of compliance for shelter placements. **Motion by Matthew G. Quesenberry, second by M. Fritz Lecker and carried unanimously.**

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

1. The EADS Group (received November 1st) regarding Jay Twp Authority’s intent to submit a National Pollutant Discharge Elimination System (NPDES) permit renewal application

to the PA DEP. Project Location: STP and outfall located in Jay Twp. Project Name: Discharge to Bennett Branch Sinnemahoning Creek. This notice is required by PA Act 14, which amended the Comm of PA Administrative Code and Acts 67, 68 and 127 of the Municipalities Planning Code (MPC). A 30 day public comment period is required.

GOOD OF THE COUNTY

- We welcome and encourage the public to attend our meetings.
- All Elk County municipalities have approved their resolutions for America250PA. **M. Fritz Lecker stated that there would be more information being presented as the County works on plans for America250PA celebration.**
- Announcement of Aidan Bobik as America250PA Coordinator
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- **Matthew G. Quesenberry spoke of the recount required for the election. He thanked all election workers for their hard work and dedication.**

QUESTIONS FROM THE PRESS – N/A

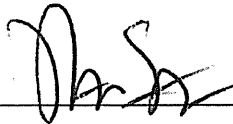
QUESTIONS FROM TAXPAYERS -N/A

ADJOURN MEETING

The meeting was adjourned at 10:25 AM on a motion by Matthew G. Quesenberry.

**Next Meeting:
10:00 A.M. Thursday, December 5, 2024
Thomas G. Wagner Conference Room, Courthouse Annex**

Attest: _____

A handwritten signature in black ink, appearing to be 'M. G. Quesenberry', written over a horizontal line.