

**Johnsonburg Borough**  
**Regular Meeting**  
**December 8, 2025**

Call to Order  
Silent Prayer  
Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

- Regular meeting November 10, 2025

Guests & Public Comment on Agenda Items

Executive Session

Reports

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

Old Business

1. Johnsonburg Community Center fitness center ceiling
2. Hemlock Street stormwater project easements

New Business

1. Resolution 06-2025 Inter-municipal Liquor License Transfer
2. Resolution 07-2025 Local Share Account grant
3. Resolution 08-2025 Traffic Signal Maintenance Agreement
4. Approve 2026-2028 Police Contract
5. Approve 2026 Budget & Tax Schedule

Executive Session (if needed)

Public Comment on Agenda Items

Adjournment

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

Call to Order  
Silent Prayer  
Pledge of Allegiance

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

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

Minutes: A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to approve the minutes from the regular meeting held on October 14, 2025. Motion carried unanimously.

Guests & Public Comment: None present.

A motion was made by Councilman Warmbrodt and seconded by Councilman Imbrogno to move into executive session at 4:02 p.m. to discuss personnel and litigation. Motion carried unanimously.

A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to return to regular session at 4:21 p.m. Motion carried unanimously.

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

## Monthly Reports

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$3,382.63, Community Center Fund - \$4,481.08, Highway Aid Fund - \$4,643.03, Community Improvement Fund - \$775.00, and Borough Equipment Fund - \$1,604.12. A motion was made by Councilman Imbrogno and seconded by Councilman DeAngelo to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Mayor: Mayor Paget reminded residents of the Christmas parade on December 14<sup>th</sup> on Market Street.

Solicitor: Solicitor Thomas reported the sale of the Main Street property to Vern Delong is near completion.

Code Enforcement: Monthly report is on file.

Police: Monthly report is on file. Chief Clopp reviewed his report. He also gave an update on the abandoned vehicles in the borough parking lot on Spruce St. and reported that the department has given warnings for un-directional parking.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file.

Engineer Report: Monthly report is on file.

Recreation Board: Minutes and reports are on file.

Municipal Authority: Minutes and reports are on file. Johnsonburg Municipal Authority Manager Brian Buesink was present to update the board on current projects.

Council Committees: President Maletto reported that the personnel, finance, public works committee all held meetings this month.

Old Business: 1. A discussion was held on the Johnsonburg Community Center fitness room ceiling. Scaffolding support has been put in place by Redmond's Construction.

2. The matter of purchasing repository properties was tabled.

3. A brief discussion was held on the Hemlock Street storm water project.

New Business: 1. A motion was made by Councilman DePanfilis and seconded by Councilman Poague to appoint Attorney Lauren Brennan as solicitor to the Zoning Hearing Board. President Maletto called for a roll call vote which was unanimous in favor of the appointment. Motion carried.

2. We will advertise the intermunicipal transfer of a liquor license for our December meeting.
3. The personnel committee will meet with the police department to finalize their current contract.
4. A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to advertise the tentative 2026 budget. Motion carried unanimously.
5. A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to allow the Santa parade committee to close Market St. on December 14<sup>th</sup> for the annual parade. Motion carried unanimously.

Public Comment on Agenda Items: None presented.

Adjournment: A motion was made by Councilman Warmbrodt and seconded by Councilman Poague to adjourn the meeting at 4:48 p.m. Motion carried unanimously.

Rachel Kilhoffer  
Secretary

**Treasurer's Report**

**November 2025**

Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance	PLGIT Balance	PLGIT Interest
General	\$53,301.20	\$74,410.76	\$68,382.20	\$59,329.76	\$411,821.07	\$1,340.32
Street Light	\$14,115.72	\$512.87	\$3,974.82	\$10,653.77	\$83,254.67	\$276.64
Library	\$3,673.03	\$260.28	\$13.03	\$3,920.28		
Retirement	\$7,554.85	\$129.16	\$6.46	\$7,677.55	\$139,672.35	\$464.10
Highway Aid/Liquid Fuels	\$16,438.92	\$0.38	\$14,643.03	\$1,796.27	\$34,478.92	\$114.57
Borough Equipment	\$15,835.95	\$488.72	\$1,628.54	\$14,696.13	\$47,157.36	\$156.70
Fire Services	\$11,262.38	\$315.29	\$15.76	\$11,561.91	\$100,957.93	\$335.46
Community Center	\$12,411.12	\$18,495.71	\$12,111.01	\$18,795.82	\$13,994.72	\$74.82
Per Capita	\$5,117.13	\$66.00	\$5,003.30	\$179.83		
Debt Service Fund	\$52,200.32	\$732.60	\$36.52	\$52,896.40		
Community Improvement	\$89,161.88	\$645.82	\$1,159.36	\$88,648.34		
EMS	\$1,562.12	\$128.34	\$6.42	\$1,684.04		

**Outstanding Expenses & Liabilities**

Fund	Amount	Description
Community Improvement	\$5,000.00	Community Heart & Soul grant match
Community Improvement	\$25,000.00	DCED STMP Phase 2 grant match
Community Improvement	\$10,000.00	PA Humanities Heart & Soul grant
General	\$20,914.88	2025 Act 13 funding

**Monthly Bills**

General	Highway Aid
Community Center	Community Improvement
Other	

# Johnsonburg Borough Code Enforcement Report

December 8, 2025

- There were 6 door hanger notices left at homes for various code violations.
- The broken sewage line in the alley behind 628 Second Avenue has been repaired.
- There has been an ongoing issue with garbage being left at the curb where homes lack garbage service. Two of these homes have been resolved and I have just received confirmation from Waste Management that the third does not have an active garbage service account. Pending uninhabitable will be issued today.
- The 150-dollar ticket that was issued to 327 First Avenue was paid.
- A pending uninhabitable was sent to 153 Terra Cotta Road for lack of water service.
- I did a preliminary inspection of the chicken enclosure at 415 Shawmut Avenue per the new poultry, wild and exotic animals ordinance. I'll be going back out to do a full inspection once the new enclosure is completed.
- The home at 424 Third Avenue that was owned by Victoria Demarco was sold with the uninhabitable posting removed. I spoke with the realtor who handled the sale and she told me that Ms. Demarco told her that she had the home inspected and it was brought up to code. The realtor also stated she would never have removed that posting. Ms. Demarco told me she doesn't know anything about that posting being removed either. I had multiple conversations with Ms. Demarco prior to the sale of the home to make it very clear that she needs to inform potential buyers that the home is currently uninhabitable, and would need to be brought up to code before it can be lived in. I explained to the realtor that I would have had to personally go out to inspect this home to lift the uninhabitable status which never occurred.



**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 2025.

<b>Calls for Service</b>	<b>260</b>	<b>Parking Violations</b>	<b>1</b>
<b>Signal Calls</b>	<b>63</b>	<b>House Watches</b>	<b>1</b>
<b>Telephone Calls</b>	<b>72</b>	<b>Vehicle Lockouts</b>	<b>1</b>
<b>Investigations</b>	<b>42</b>	<b>Light outage</b>	<b>0</b>
<b>Hearings</b>	<b>12</b>	<b>B.O.L.O</b>	<b>3</b>
<b>Traffic Accidents</b>	<b>2</b>	<b>Asst. Fire/Ambulance</b>	<b>3</b>
<b>Written Warnings</b>	<b>8</b>	<b>Asst. other Police Dept.</b>	<b>16</b>

**Receipts:**

<b>Fines</b>	<b>\$1,089.50</b>
<b>Reports</b>	<b>\$ 15.00</b>
<b>Tickets</b>	<b>\$ 0.00</b>
<b>Total</b>	<b>\$1,104.50</b>

**Special Information:**

- Attended Veteran's Day Program at JAHS on 11/11/25.

<b>Offenses:</b>	<b>Number</b>	<b>Arrest</b>	<b>Handled Otherwise</b>
<b>Drugs</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Assaults</b>	<b>2</b>	<b>2</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Thefts</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Criminal Mischief</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>D.U.I.</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>Disorderly Conduct</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Mental Health</b>	<b>9</b>	<b>0</b>	<b>9</b>
<b>Sex Offenses</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>Family and Children</b>	<b>32</b>	<b>3</b>	<b>29</b>
<b>All Other Offenses</b>	<b>21</b>	<b>2 (19 MV Arrests)</b>	<b>19</b>
<b>Totals</b>	<b>72</b>	<b>30</b>	<b>61</b>

Respectfully



# Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

November 2025 Johnsonburg Fire Department Report

## Incident Type Count per Station for Date Range

Start Date: 11/01/2025 | End Date: 11/30/2025

INCIDENT TYPE	# INCIDENTS
<b>Station: EC2 - ELK COMPANY 2</b>	
111 - Building fire	1
311 - Medical assist, assist EMS crew	1
322 - Motor vehicle accident with injuries	1
500 - Service Call, other	1
551 - Assist police or another governmental agency	1
744 - Detector activation, no fire - unintentional	1
<b># Incidents for EC2 - Elk Company 2:</b>	<b>6</b>

Calls in Johnsonburg Borough - 2

Calls in North Ridgway Township -2

Automatic / Mutual Aid Calls – 2

Total Man Hours for All Calls September 2025 –16.56

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

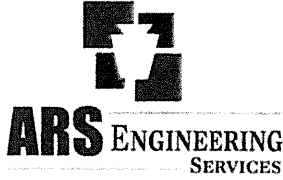
Total Monetary Fire Loss North Ridgway Township November 2025- \$0

One injury reported this month

Respectfully

*Christopher G. Kreckel*

**Chief**



## **Engineer's Report – December 8, 2025 Johnsonburg Borough Council Meeting**

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

- Bucktail Excavators, Inc. submitted a PA One-Call for the seven (7) structures they are schedule to demolish. They are planning to mobilize their equipment the beginning of next week and anticipate starting the Bergen St/First Ave Slum & Blight demolitions (5) around mid-week. Funding for this project is provided by the County through a CDBG (FY 2023) grant and three (3) additional PHARE funding grants. The remaining structures (2) in the 300 block of First Ave. will be funded two (2) additional PHARE slum & blight applications.
- We will be reaching out to M&M Contractors about the slum & blight demolition of the residential structure at 628 Penn Street so it can be added to their schedule. Funding for this project is being provided by an additional PHARE grant through the County.
- We recently completed and submitted a Local Share Account (LSA) grant application on behalf of the Borough for the development of a public space and expanded public parking at the former Armstrong Theater site on Market Street. This project would convert the existing gravel lot into an urban plaza that would blend with the remaining revitalization efforts currently under way with the Johnsonburg Historic Business District. This is similar to previous LSA grant applications; however, no longer includes the demolition of the Theater. Based on experience with our previous requests for this grant program we do not anticipate award notification until late Summer/Fall of 2026 at the earliest.
- We are currently working with Allied Systems to complete the installation of the A/C the extension to the Ladies Parlor located on the 3<sup>rd</sup> Floor of the Community Center utilizing equipment that was already installed. We are hopeful this work will be completed by mid-December. Funding for this project is the remaining balance from a grant from the Doris Stackpole Foundation for the Ballroom A/C.
- We recently assisted with the submittal of a grant request through the Palumbo Foundation for the remaining exterior restoration of the Community Center. The grant request was based on the line item estimate received for the Bridge St. and rear sides included in this Summer's advertisement, adjusted for anticipated future costs. This year's funds were used to restore the Market St. front entrance side. We anticipate a late Winter/early Spring decision on this request.
- We are in the process of coordinating a date with Redmond Construction on the partial removal of the Weight Room ceiling at the JCC. We have discussed the upcoming holiday schedule with the Director and provided dates when the work would be feasible. It is anticipated the Weight Room will need to be closed during demolition for the safety of the patrons and workers. Temporary walls will be constructed with protective plastic sheeting to minimize demolition debris and dust within the room. Additional measures will be taken in an attempt to reduce the amount of cleanup necessary once the work is completed.



- We have been working with Solicitor Thomas on the Hemlock Street Stormwater Project easements for the properties anticipated to be impacted by the proposed stormwater drain extension. Easements will be provided to homeowners after the Council meeting; all are expected to be signed and returned shortly thereafter. Plans, project specifications and bid packet will be finalized throughout December with anticipation of advertising and bidding the Project the early part of 2026 for Summer construction. Funding for this project has been provided through an ARPA PA Small Water & Sewer Grant previously awarded by the Commonwealth Finance Authority and is up September 31, 2026.
- We anticipate commencing work on the plans & specifications for the Bridge Street Sidewalk Replacement Project soon now that the County has provided confirmation of available funds. We need to take a closer look at the Allegretto Building as it was constructed adjacent to the Cheer Revolution building and we want to ensure a similar circumstance like the Elks and Theater will not occur. As a result we anticipate some delay in beginning those project specifications and scope of work. Funding for both of these project is through 2024 County CDBG grants.
- We recently attended a virtual meeting with PennDOT District 2-0 officials concerning an upcoming multi-County Vulnerable Road User (VRU) Project which will include safety improvements at busy intersections. Three (3) locations are included throughout Johnsonburg with an estimated let date of March 2027. We will provide additional information as it becomes available.
- We recently attended a DCED Downtown Revitalization Meeting and provided input on current and upcoming projects throughout the Downtown Business District. This meeting was part of the collaborative initiative between DCED and the Borough.

Respectfully Submitted,

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

Ryan Miller, PE

**Johnsonburg Community Center  
Rec Board Meeting Minutes December 4, 2025**

**Present:** John O'Rourke      Jim Lecker      Tara Poague-excused      Bev Bouse-excused  
Tracy Crowe      Sarah Grunthamer      Nikki Zimmerman      Scott Cherry-excused

**Call to order 5:00 p.m.**

**November 6, 2025 Minutes**

Passed    **Motion to accept:** Sarah Grunthamer                      **Second:** James Lecker                      **Vote:** Unanimous

**Financial Report**

See attached

Passed    **Motion to accept:** James Lecker                      **Second:** Sarah Grunthamer                      **Vote:** Unanimous

**Open Issues**

- 1.) **Weight Room Ceiling** People are asking how long this is going to take. Tara Poague is going to reach out to Ryan Miller and see if he was provided a timeframe.
  
- 2.) **Third Floor A/C-Stackpole Grant** Allied is still on Ryan Miller's list to call and find out why this hasn't happened yet.
  
- 3.) **Pool Heater** We are still waiting on the donor to place the order for the pool heater.
  
- 4.) **Soup/Bake Sale** Last soup/bake sale of the year will be December 17<sup>th</sup>.
  
- 5.) **Christmas Parade** The Christmas parade is scheduled for December 14<sup>th</sup>. Anyone that is able we need toy donations for the raffle or money to buy toys for the raffle, or cookie donations for the cookie table. Village on Market Street is causing an issue with our festivities.
  
- 6.) **Alumni Weekend** We do not have to do anything different for alumni weekend. Tara Poague is always the only one here for this and ends up here late cleaning the entire building because people let their kids run loose to play. Maybe we could dedicate a time before all of the festivities start for tours and we could take turns sitting here to give them. Otherwise maybe keep the building closed so that it doesn't get misused during the festivities. People will be mad that they will not have our bathroom to use, but there isn't a way to control everyone from roaming the entire building. We could still put tables and chairs on the porch for people to have a place to sit if we want. Our building mostly gets ignored on this end of the street. There are a few people who will come in and take actual tours, but not many.

**Motion to close the building and only offer tours during business hours on Friday:** Sarah Grunthamer

**Second:** James Lecker                      **Vote:** Unanimous

**Director's Report**

See attached

**Jim Lecker's Report**

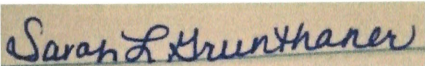
See attached

**New Business**

- 1) **Gymnasium A/C** Allied Systems gave us a quote to add a/c to the furnace in the gymnasium. Tara Poague told Ed Butera how much it will cost and he said that he will send a check to cover it.
- 2) **Fall Festival** The town is collaborating to bring back the fall festival. This is the event that we need to decide what we want to do to be involved. We discussed a kid zone of some sort, maybe a foam party or bounce house. Maybe a pickleball tournament? The projected date for this event is September 12<sup>th</sup>.
- 3) **Purse Bingo** The date for purse bingo is January 25<sup>th</sup>, we have the tickets for it on sale now.
- 4) **Weightroom Equipment** John O'Rourke presented one quote for a new elliptical and another quote for preventative maintenance.  
**Motion to approve both quotes:** Sarah Grunthaner                      **Second:** James Lecker                      **Vote:** Unanimous
- 5) **Board Members** Tara Poague was told by the borough that Tracy Crowe cannot be on the board. We need clarification as to why this was not mentioned when we voted for and approved Tracy Crowe to be on the board and it was presented to the borough for their monthly meeting.

**Motion to adjourn:** James Lecker                      **Second:** Sarah Grunthaner                      **Vote:** Unanimous

**Meeting adjourned at 5:27 p.m. Next Meeting January 8, 2025 5:00pm**

X 

Sarah Grunthaner  
Rec Board Secretary

## December 2025 Directors Report

- Thursday November 15<sup>th</sup> Mr. Kelly sent a bus full of Mr. Shuey's class down for world kindness day. The boys got all of the Christmas decorations out and put up both trees, the grinch, and all of the wreaths. They did a fantastic job and this was such a huge help to us!
- Thursday November 15<sup>th</sup> we had an adult craft night. We had about 15 ladies show up and make mason jar Christmas centerpieces. It was a lot of fun!
- Friday November 16<sup>th</sup> West Penn Energy Fund held a luncheon in the ball room for the brick block volunteers. They had about 65 people attend. Everyone was very impressed with the building and Joel wants to get together with Tara Poague and discuss helping us get some funding in the future.
- Wednesday November 19<sup>th</sup> we had a soup/bake sale. We did average on this one.
- Wednesday November 19<sup>th</sup> Tara Poague called Ed Butera and told him how much it would cost to get a/c in the gymnasium and he said he will send a check to cover it. This will be the last place that needs a/c and the entire building will be done!
- Thursday November 20<sup>th</sup> Venture Tents brought the tables and chairs to set up for the Holiday Market.
- Friday November 21<sup>st</sup> most of the vendors came and set up for the Holiday Market. While they were doing this they had the front door propped open and the boiler ran for too long and set the fire alarms off downstairs.
- Saturday November 22<sup>nd</sup> was the Holiday Market. We ran the 50/50 and did about the same as last year. We also sold purse bingo tickets, 2026 calendars, bricks, memberships, gift certificates, and had the two basket raffles out that were donated to us.
- Wednesday November 26<sup>th</sup> we had a craft and game day for the kids since they had an early dismissal from school. We had about 16 kids show up!
- Sunday November 30<sup>th</sup> Dave Votano came down and worked on fixing more of the steps. These are all done now.
- Monday December 1<sup>st</sup> we received our Small Games of Chance for the 2026 year.
- We have purse bingo tickets in the office. Stop and get them from Tara or Kellie. Purse bingo is January 25<sup>th</sup>. Let us know if you can help that day.



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

## **December Report**

- 176 hours in November
- Dave Votano is working on the barn door for the weight room.
- Dave Votano is working on installing handles on the doors on the third floor. There are 9 of them all together.
- Dave Votano finished fixing the steps.
- Geno Polaski is going to put bricks on the wall in cardio room to match the main room of the fitness center.
- Jum Grumley is working on patching the hole in the entrance room to the fitness center.
- Dave Votano worked on the door to the billiard room. He tried removing the kitchen doors to start working on them, but he can't figure out how to get them off the hinges.
- Ed Redmond put scaffolding up in the weight room to temporarily hold the ceiling up until he can come in and fix it.
- Josh Meyers is going to fix the floor under the radiator in the kitchen that is caving in.

## **JOHNSONBURG MUNICIPAL AUTHORITY**

### **Regular Meeting Minutes**

**Wednesday, October 8, 2025**

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

**ROLL CALL** – Jack Fowler, Earl Park, Duane Duffy, Paul Villella, Tony King

TJ Weaver – excused, Eric Poague - excused

Also present: Brian Buesink, Corey McCabe, Bryon Gregori, Tracey Brown, Kathleen Mooney & AJ Coval of JHA via ZOOM, Donnie Taggart of JHA, Solicitor Brown via ZOOM

**VISITORS** – Kylie Maland

**APPROVAL OF AGENDA** - A motion was made by Earl Park and seconded by Tony King to modify the agenda to cover the solicitor's report after visitor comments, as Solicitor Brown has to leave early, and otherwise approve the agenda (carried).

**COMMENTS FROM VISITORS** – Kylie Maland returned this month and asked if a decision was made on allowing kayakers to exit on JMA property. Solicitor Brown said that JMA would not be liable and gave her the ok. A motion was made by Tony King and seconded by Duane Duffy to proceed with allowing kayakers to exit on JMA property and to install a sign that says "Exit Only" (carried).

**SOLICITOR'S REPORT** – Solicitor Brown reached out to Solicitor Thomas regarding the JTMA portion of the sewer plant upgrade. Solicitor Thomas told Solicitor Brown that it is on the agenda for JTMA's next meeting. Solicitor Brown said we may have to negotiate.

**EXECUTIVE SESSION** – None

**APPROVAL OF MINUTES FROM PREVIOUS MEETINGS** – A motion was made by Duane Duffy and seconded by Earl Park to approve the minutes from the September 10, 2025 Regular Meeting (carried). A motion was made by Earl Park and seconded by Tony King to approve the minutes from the September 23, 2025 Special Meeting (carried). A motion was made by Earl Park and seconded by Paul Villella to approve the minutes from the September 30, 2025 Special Meeting (carried).

**MANAGER'S REPORT** – Copy attached. Duane Duffy asked if JMA has considered looping the end of the Powers Ave. water line. Brian said that he will have JHA look into it.

**WATER REPORT** – Copy attached

**SEWER REPORT** – Copy attached

**ENGINEER'S REPORT** – Copy attached

**COMMITTEE REPORTS** –

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

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

**BILLS FOR PAYMENT** – A motion was made by Earl Park and seconded by Tony King to approve the bills for payment in the amount of \$ 69,598.93 (carried).

**Bank Balances as of: September 30, 2025**

**Northwest**

Payroll - \$ 175,966.63  
Water Pennvest - \$ 510.67  
Sewer Pennvest - \$ 37,871.23  
Operating Checking - \$ 432,168.94  
Sewer Savings - \$ 52,596.14  
Water Savings - \$ 106,148.82

**CNB**

Savings Acct. - \$ 14,976.96  
Water Project Checking (COA) - \$ 40,829.93  
Sewer Checking - \$ 15,304.37  
Waterline Extension - \$ 1,806.28

**PLGIT**

General Fund - \$ 717,735.97  
Sewer General Fund - \$ 95,466.46  
Water General Fund - \$ 101,951.56

**Debt Payments**

CNB Mortgage – Paid in full 8/21/2025: \$ 22,252.94  
CNB Line of Credit Interest Only (Waterline Ext.) – Regular payment on 9/2: \$ 1,792.28  
Paid in full 9/3/2025: \$ 347,737.95  
CNB Draw Loan (WWTP Upgrade) - \$ 3,459.20  
Pennvest (Sewer)- \$ 8,580.54  
Pennvest (Sewer)- \$ 11,718.30

**OLD BUSINESS**

- A motion was made by Earl Park and seconded by Duane Duffy to approve PennVest Pay Request #5 in the amount of \$ 846,004.82 (carried).

**NEW BUSINESS**

- A motion was made by Duane Duffy and seconded by Earl Park to pass the Resolution to apply for a Statewide local Share Assessment grant in the amount of \$ 993,489 to be used for West Center Street Watermain Replacement (carried).
- A motion was made by Earl Park and seconded by Paul Villella to pass the Resolution to apply for a Statewide local Share Assessment grant in the amount of \$ 538,185 to be used for Glen Avenue Watermain Extension(carried).

**BOARD DISCUSSION** – Earl Park said that with the sewer plant upgrade being basically done we should consider paying the loan off. It was decided to put it on next month's agenda. Each board member was given a copy of JMA's current Rules & Regulations. Chairman Fowler is interested in updating them and asked that each member review and make notes/questions for the next meeting. Tony King asked a question about the health insurance section on the 2025 budget.

**COMMENTS FROM VISITORS** – None

**EXECUTIVE SESSION** – None

**ADJOURNMENT OF MEETING**- A motion was made by Duane Duffy and seconded by Tony King to adjourn the meeting at 5:06 p.m. (carried).

Jack Fowler, Chairperson  
TLB

**November 6, 2025**  
**Office of the County of Elk Commissioners**  
**Meeting Minutes**

**Elk County, Ridgway, PA**

The County of Elk Commissioners met on Thursday, November 6, 2025 at 10:00 AM, in the Annex Building, 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; Gerald Copella, Director of Veteran Affairs; Kathy McClelland, Planning Department; Cortney Pahel, Dickinson Mental Center; Barb Swanson, guest; and Marilyn Secco, Press.

A moment of silence was held for Mason Neureiter, 9-1-1 Dispatcher who passed away on October 20<sup>th</sup>.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**– October 16, 2025 Commissioners Meeting

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

**PRESENTATIONS**

1. Proclamation - National Parents as Teachers Day – November 8, 2025. Cortney Pahel explained the Parents as Teachers program and stated this is their second year as a Blue Ribbon Affiliate. Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.
2. Proclamation- Operation Green Light for Veterans 2025. Gerald Copella explained the green lights are showing support for Veterans. Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.

**RESOLUTIONS –**

1. Resolution 2025-09 – 2025/2026 PHARE, PA Housing Affordability and Rehabilitation Enhancement and PHFA, PA Housing Finance Agency Request for Proposal. Kathy McClelland explained this program has both age and income requirements. Motion to approve by M. Fritz Lecker, second by Gregory J. Gebauer and carried unanimously.
2. Resolution 2025-10 – Ratification of resolution lifting the burn restrictions in Elk County. Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.

**OLD BUSINESS**

**NEW BUSINESS**

1. Renewal of Health Insurance Contract between the County of Elk and Delaware Valley Health Trust (DVHT) for County's employee health plan for calendar year 2026. Total cost is \$1,875,525, net cost

is \$1,828,739. The increase for 2026 was 9.7% prior to applying earned credits of \$46,786. The Elk/DVHT healthcare plan is part of a large, self-insured group risk-sharing pool designed only for public entities and includes wellness program, legal guidance, and loss control resources. County employees pay up to 15% for the cost of their elected coverage. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

2. Ratification of Memorandum of Understanding between the County of Elk and UMWA Local 8923 regarding the additional health care plan option for employees in the Commissioner's Residual Bargaining Unit. **Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
3. Request from IT, ratification of new contract with Center for Internet Security from September 24, 2025 through September 23, 2026 at an annual rate of \$995.00. **Calvin Moore stated the County must fund this because the State budget had not been approved, and this is normally covered by the State. Motion to approve 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. The EADS Group (received October 20<sup>th</sup>) on behalf of Penn Hills Resources, LLC regarding their intent to apply for a ESCGP and Joint Permit for the installation of a new gas line from the pad on Little Hunter Rd. to the structure on Game lands Road 28-9, crossing multiple streams and their unnamed tributaries. This notice is provided in accordance with Section 1905-A of the PA Administrative Code as amended by Act 14, and Acts 67, 68 and 127 of the Municipalities Planning Code (MPC) which requires a 30 day public comment period.
2. Keller Engineers (received October 14<sup>th</sup>) regarding the intent of Brockway Borough Municipal Authority to submit an application to the PA DEP for the "2025 Water System Improvement Project". The project scope is the replacement of several existing water lines within the Borough. Project location is Snyder Township, Jefferson County and Horton Twp, Elk County. This notice is provided in accordance with Section 1905-A of the PA Administrative Code as amended by Act 14, and Acts 67, 68 and 127 of the Municipalities Planning Code (MPC) which requires a 30 day public comment period.
3. Area Transportation Authority (ATA) (received October 14<sup>th</sup>) regarding notification that the rate for one-way passenger trips has increased from \$44.57 to \$51.87 for the period commencing July 1, 2025 and ending June 30, 2026.

**GOOD OF THE COUNTY**

- We welcome and encourage the public to attend our meetings.
- Matthew G. Quesenberry recognized the hard work of all election personnel.
- Recognition of National First Responders Day on October 28<sup>th</sup>.
- Special Board of Commissioners meeting will be held on Thursday, November 13 at 10:00am in Conference Room #1.
- America 250PA updates:
  - Bell Dedication ceremony at 11:00 today on the Courthouse lawn.
  - America250PA Grant award finalists. **See attachment for finalists.**
- 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 how many employees were covered by the County's healthcare plan.  
Patrick Straub stated around 105, but he could email her the exact number after the meeting.
2. Marilyn Secco requested a picture of the Commissioners with Gerald Copella.

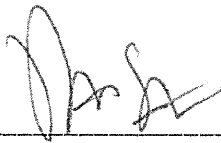
**COMMENTS FROM TAXPAYERS**

**ADJOURN MEETING**

The meeting was adjourned at 10:35 AM on a motion by Matthew G. Quesenberry.

Next Meeting:  
10:00 A.M. Thursday, June 19, 2025  
Thomas G. Wagner Conference Room, Courthouse Annex

Attest: \_\_\_\_\_

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

November 13, 2025

Office of the County of Elk Commissioners  
Meeting Minutes

Elk County, Ridgway, PA

The County of Elk Commissioners met on Thursday, November 13, 2025 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 Patrick Straub, Chief Clerk; Emily Anders, Office Administrator; Calvin Moore, IT Director; Liz Boni, Ridgway Chainsaw Rendezvous; Michelle Bogacki and Kaitlyn Goetz, Ridgway/Elk Chamber of Commerce; Barb Swanson, Patriotic Concert; Laurie Storrar, Tina Severance, and Jean Cooney, Wilcox Festival Committee; Deb Quickel, Bennetts Valley Senior Center; Kathy Dowie, Fox Township Community Park; Melinda Lewis, Girl Scout Troop 28816; and Dan Swanson, guest.

**APPROVAL OF AGENDA**

Motion to approve by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously.

**PRESENTATIONS – America250PAA Mini Grants**

1. Fox Township Community Park \_ Kathy Dowie. **Banners for the semiquincentennial with local students' artwork will be displayed in the Fox Township Park.**
2. America250PA Patriotic Concert – Barb Swanson. **A concert combining a 9-1-1 tribute along with patriotic music will be held at the SMAHS auditorium.**
3. Wilcox Festival Committee – Laurie Storrar. **A large American flag will be utilized in Hometown Festival and Memorial Day ceremonies, parade and displayed in the baseball fields for pictures.**
4. Concert Choir of Elk County – Maureen Donachy. **A spring patriotic concert/dinner theatre will be held in May 2026.**
5. Horton Township – Kimberly Faulk. **Booth at the July 4<sup>th</sup> celebration handing out USA memorabilia.**
6. Ridgway Chainsaw Rendezvous – Liz Boni. **A banner celebrating the semiquincentennial and the 25<sup>th</sup> Rendezvous to hang on the Courthouse lawn.**
7. Girl Scouts of Western PA Troop 28816 – Melinda Lewis. **Trivia night featuring local, Elk County, and USA trivia.**
8. Bennetts Valley Senior Center – Deb Quickel. **Outdoor celebration/ice cream social to be held at the Senior Center for the entire community.**
9. Ridgway Chamber of Commerce – Michelle Bogacki. **New billboard wraps for Route 219 and Chamber grounds celebrating the semiquincentennial.**

After all of the presentation, Gregory J. Gebauer made a motion to approve all of the grants, second by Matthew G. Quesenberry and carried unanimously.

**GOOD OF THE COUNTY**

- We welcome and encourage the public to attend our meetings.
- 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**

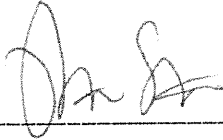
**COMMENTS FROM TAXPAYERS**

**ADJOURN MEETING**

The meeting was adjourned at 10:40 AM on a motion by Matthew G. Quesenberry.

Next Meeting:  
10:00 A.M. Thursday, November 20, 2025  
Thomas G. Wagner Conference Room, Courthouse Annex

Attest: \_\_\_\_\_

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

**November 20, 2025  
Office of the County of Elk Commissioners  
Meeting Minutes**

**Elk County, Ridgway, PA**

The County of Elk Commissioners met on Thursday, November 20, 2025 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; Matthew Frey, Treasurer; Scott Atwell, Warden; Dwight Hoare and Gary Anderson, Elk County Health Care Authority; Ernie Mattiuz, Ray McMinn; Brandy Hollobaugh, and Chuck Hollobaugh, Elk County Farm Bureau; and Marilyn Secco, Press.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

1. November 6, 2025 Regular Commissioners Meeting. **Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
2. November 13, 2025 Special Commissioners Meeting. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

**PRESENTATIONS**

1. Elk County Healthcare Authority update: Gary Anderson gave a presentation about the events the Health Care Authority has attended and their goals.
2. 50<sup>th</sup> Anniversary of the Elk County Farm Bureau **Members spoke of the many activities organized by the Farm Bureau. The Elk County Farm Bureau was awarded a citation for their hard work after a motion to approve by Matthew G. Quesenberry, second by M. Fritz Lecker and carried unanimously.**

**RESOLUTIONS** –

**OLD BUSINESS**

**NEW BUSINESS**

1. New contract between County of Elk and Amy Fedus for Administrative Services in the Coroner's office from January 1, 2026 through December 31, 2026 at an annual rate of \$6,000.00. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
2. Request from Prison, renewal contract between the County of Elk and Centre County for inmate housing from January 1, 2026 through December 31, 2026 at a rate of \$75.00 per day per inmate. **Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**

3. Request from Veteran Affairs, approval of benefits for 5 Veteran burials, 1 spouse burial, and 4 Veteran headstones. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
4. Request from Elk County Housing Authority, reappointment of Joseph Daghir to the ECHA Board of Commissioners from January 1, 2026 through December 31, 2030. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
5. Request from the Elk County Healthcare Authority, reappointment for a term of five years on the Board of Governors expiring December 31, 2030:
  - a. Dr. David Johe
  - b. Crystal Ginther**Motion to approve 5a and 5b by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
6. Request from Area Transportation Authority, appointment of Joseph Daghir to the Board of Directors for a term to expire December 31, 2030. **Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
7. Request from Elk County Conservation District, reappointment to the Board of Directors:
  - a. Mike Hovatter as a Public Director for a term to expire December 31, 2029.
  - b. Greg Gebauer as Commissioner Director for a term to expire December 31, 2026.**Motion to approve 7a and 7b by Matthew G. Quesenberry, second by M. Fritz Lecker and carried unanimously.**
8. Request from Elk County Planning Commission, reappointment for a term of four years, expiring December 31, 2029:
  - a. Attorney Becky Krieg
  - b. Dale Anderson
  - c. Brandi Hanes**Motion to approve 8a, 8b, and 8c by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
9. Request from Elk County Redevelopment Authority, reappointment of Joseph Haines for a term of five years, expiring December 31, 2030. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
10. Request from the Ridgway Elk Chamber of Commerce, Courthouse Lawn use on November 28, 2025 for Light Up Night. **Motion to approve by Gregory J. Gebauer, 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. Civil & Environmental Consultants, Inc. (CEC) (received November 5th) regarding Greentree Landfill, LLC’s intent to renew its PA DEP NPDES permit #PA 0103446 at the Municipal Solid Waste Landfill located in Fox Twp. [CEC Project# 350-713]. This notice is provided in accordance with PA Acts 14, and Acts 67, 68 and 127 which requires applicant to provide 30 day notice to each municipality and county in which the facility is located.
2. Dewberry Engineers, Inc. (received November 6<sup>th</sup>) regarding PennDOT’s intent to file apply for a PA DEP Waterway Obstruction Permit on behalf of Jones Township. [Dewberry Project# 50181384]. This project involves the replacement of T-364 structure over Hoffman Run and is located in Jones Twp. This notice is provided in accordance with PA Act 14 which requires applicant to provide 30 day notice to each municipality and county in which the work is performed.

3. GAI Consultants, Inc. (received November 10<sup>th</sup>) regarding Mid-Atlantic Interstate Transmission, LLC's (a FirstEnergy Company) intent to apply to PA DEP for a GP-8 [General Permit Temporary Access to Streams and Wetlands] and GP-11 [Repair, Testing and Maintenance of utility lines in Streams and Wetlands]. [GAI Project# R2305575.00]. Project name is Dubois-Harvey Run Whetstone 115kV Transmission Line rebuild, and involves work in Clearfield, Jefferson, and portions of Horton Twp., Elk County. This notice is provided in accordance with PA Act 14, which requires applicant to provide 30 day notice to each municipality and county in which the work is performed.

### **GOOD OF THE COUNTY**

- We welcome and encourage the public to attend our meetings.
- Patrick Straub was reappointed to the CCAP Health Alliance Board of Directors as the 6<sup>th</sup> Class County Representative for a term to expire December 31, 2027.
- Recognition of Harry Whiteman for his service on the ATA Board of Directors.
- County Row Office Employee Appreciation Week
- The emergency 911 tower in Jones Township has been completed.
- Happy Thanksgiving.
- 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 what CCAP stands for. Matthew G. Quesenberry stated County Commissioners Association of Pennsylvania.

### **COMMENTS FROM TAXPAYERS**

### **ADJOURN MEETING**

The meeting was adjourned at 11:00 AM on a motion by Gregory J. Gebauer.

**Next Meeting:  
10:00 A.M. Thursday, December 4, 2025  
Thomas G. Wagner Conference Room, Courthouse Annex**

Attest: \_\_\_\_\_

