

Johnsonburg Borough
Regular Meeting
February 13, 2023
4:00 p.m.

Call to Order
Silent Prayer
Pledge of Allegiance

Approval of Minutes

- Regular Meeting January 9, 2023

Guests & Public Comment on Agenda Items

- Jeff Jovenitti, Domtar – fireworks proposal

Reports

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

Correspondence

Old Business

1. Flood Mitigation Plan Revised Scope of Work (Phase 2)

New Business

1. Resolution 01-2023 Annual Records Disposal
2. Johnsonburg Community Center Sewer Repair Bids
3. Market Street parking request
4. Reschedule regular March council meeting

Executive Session

Public Comment on Agenda Items

Adjournment

Johnsonburg Borough
Regular Meeting
January 9, 2023
4:00 p.m.

Call to Order
Silent Prayer
Pledge of Allegiance

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

Minutes: A motion was made by Councilman Poague and seconded by Councilman DePanfilis to approve the minutes from the December 12, 2022 regular meeting. Motion carried unanimously.

Guests: None presented.

A motion was made by Councilman DePanfilis and seconded by Councilman DeAngelo to go into executive session to discuss legal matters at 4:04 p.m. Motion carried unanimously.

A motion was made by Councilman Imbrogno and seconded by Councilman Poague to return to regular session at 4:35 p.m. Motion carried unanimously.

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

Monthly Reports

Mayor: Mayor Paget reported that the luminary project on Market St. on New Year's Eve was a nice decoration for downtown. This program is put on by the Johnsonburg Community

Trust. He also reminded everyone of the annual Purse Bingo fundraiser being held in January to benefit the Johnsonburg Public Library and the Johnsonburg Community Center.

Police: Monthly report is on file. Chief Clopp reviewed his report which included the following:

- The department participated in holiday events in December including Shop with a Cop at St. Marys Walmart and hosted Project Gifts for Kids in Johnsonburg.
- The department completed annual CPR, AED and first aid training in December.

Chief Clopp requested the assistance of the public in removing abandoned vehicles from public roadways. He also gave an update on the townwide surveillance camera project.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file.

Council Committees: Nothing presented.

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$4,780.82, Community Center Fund - \$3,491.62, Community Improvement Fund - \$1,300.00, and Highway Aid Fund - \$4,564.02. A motion was made by Councilman Cherry and seconded by Councilman Poague to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Solicitor: Solicitor Thomas had nothing to report.

Engineer & Code Enforcement Report: Monthly report is on file. Mr. Miller reviewed his report which included the following

- The 306 & 308 High St. demolitions are complete.
- The 704 Bridge St. demolition contract has been awarded.
- He received an update on our Local Share Grant application (528 Market St. demolition) in that the Commonwealth Finance Authority cancelled their January meeting which was when it was scheduled to be awarded so we will wait for a follow up date.
- A brief update on outstanding Community Development Block Grant projects on W. Center St., Julia St. and Second Ave.

Councilman DePanfilis requested a code enforcement update on 314 High St.

Municipal Authority: Minutes on file. Discussion was held on the status of board member Earl Park's rescinded resignation and the vacant manager's position.

Recreation Board: Minutes and reports are on file. A discussion was held on the damage done to the pool room ceiling due to a water leak. Engineer Miller will contact the manufacturer for recommendations.

Correspondence: Secretary Kilhoffer presented the following correspondence available for further review:

- A letter from the Johnsonburg Municipal Authority stating that the board voted to reduce their number from seven to five.

Old Business: Nothing presented.

New Business: 1. A motion was made by Councilman DePanfilis and seconded by Councilman Warmbrodt to exonerate Tax Collector Trina DeStephano from collection of the 2020 per capita taxes. Motion carried unanimously.

2. A motion was made by Councilman Poague and seconded by Councilman DePanfilis to appoint Councilman Warmbrodt to the Shade Tree Commission for a five-year term. Motion carried unanimously.

A motion was made by Councilman Poague and seconded by Councilman DePanfilis to table the resignation and rescinding of said resignation by Earl Park until we have an opinion from our solicitor on the matter. Motion carried unanimously.

A motion was made by Councilman DeAngelo and seconded by Councilman Cherry to appoint Councilman DePanfilis to the Johnsonburg Municipal Authority for a one-year term filling the position vacated with the resignation by Ken Polaski. President Maletto called for a roll call vote which was unanimous in favor of the motion.

A discussion was held on the Johnsonburg Municipal Authority board's vote to reduce their board from seven members to five members. Solicitor Thomas explained the procedure to reduce the size of the board which involves changing the Articles of Incorporation and cannot be done by a majority vote of the board.

A motion was made by Councilman DePanfilis and seconded by Councilman DeAngelo to appoint Councilman Poague to the Johnsonburg Municipal Authority for a five-year term. President Maletto called for a roll call vote which was unanimous in favor of the motion.

A motion was made by Councilman Warmbrodt and seconded by Councilman Poague to appoint Charles DeStephano to the Johnsonburg Municipal Authority for a five-year term. President Maletto called for a roll call vote with the following results: DeAngelo - undecided, Warmbrodt – yes, Cherry – no, DePanfilis – no, Poague – no, Imbrogno – no, Maletto – undecided. Motion denied.

A motion was made by Councilman DeAngelo and seconded by Councilman Imbrogno to appoint Paul Villella to the Johnsonburg Municipal Authority for a five-year term. President Maletto called for a roll call vote. Motion carried with Councilman Poague voting no.

3. The commercial brick building at 512 Market St. was discussed with Engineer Miller reporting to Council on the deteriorated condition of the building particularly the back half that faces Center St. A motion was made by Councilman Poague and seconded by Councilman Cherry to purchase 512 Market St. from the Elk County Repository, have ARS Engineering draw up the demolition specifications and advertise for the demolition. Motion carried with Councilman DePanfilis voting no.

4. Secretary Kilhoffer informed Council about Request for Projects put out by North Central. She has discussed a possible project of reconnecting the parts of the community that were cut off by the construction of the SR219 bypass. A motion was made by Councilman Poague and seconded by Councilman Imbrogno to submit a project request with the assistance of ARS Engineering. Motion carried unanimously.

Adjournment: A motion was made by Councilman Warmbrodt and seconded by Councilman DePanfilis to adjourn the meeting at 5:38 p.m. Motion carried unanimously.

Rachel Kilhoffer
Secretary

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 January 2023.

Calls for Service	244	Parking Violations	2
Signal Calls	68	House Watches	3
Telephone Calls	58	Vehicle Lockouts	2
Investigations	43	Light outage	0
Hearings	8	B.O.L.O	19
Traffic Accidents	3	Asst. Fire/Ambulance	5
Written Warnings	2	Asst. other Police Dept.	14

Receipts:

Fines	\$	887.04
Reports	\$	75.00
Tickets	\$	0.00
<i>Total</i>	\$	962.04

Special Information:

- Act 13 Grant for new department Tasers.
- Camera project update.

Offenses:	Number	Arrest	Handled Otherwise
Drugs	2	2	0
Assaults	1	1	0
Burglary	2	0	2
Thefts	4	1	3
Criminal Mischief	1	0	1
D.U.I.	0	0	0
Disorderly Conduct	1	1	0
Mental Health	1	0	1
Sex Offenses	2	0	2
Family and Children	16	0	16
All Other Offenses	19	2 (7 MV Arrests)	17
Totals	49	14	42

Respectfully

John C. Clapp



Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

January 2023 Johnsonburg Fire Department Report

Incident Type Count per Station for Date Range

Start Date: 01/01/2023 | End Date: 01/31/2023

INCIDENT TYPE	# INCIDENTS
Station: EC2 - ELK COMPANY 2	
311 - Medical assist, assist EMS crew	1
324 - Motor vehicle accident with no injuries.	2
444 - Power line down	1
551 - Assist police or other governmental agency	1
# Incidents for EC2 - Elk Company 2:	5

Calls in Johnsonburg Borough - 3

Calls in North Ridgway Township – 2

Automatic / Mutual Aid Calls – 0

Total Man Hours for All Calls January 2023 – 43.52

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

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

No injuries to members this month

Respectfully

Christopher G. Kreckel

Chief

Boro report

street crew

salted and plowed streets throughout borough

fixed wire on pickup bed

fixed pipe on harrison avenue

put some new stop signs up in places that didnt have them

changed police car oil in 2014 and 2017

changed excavator oil and fuel filters

worked on community building sewer

changed oil in 2018 f550 and 2012 f350

tore down garage on penn street

currently working on 98 street sweeper rear engine water pump

Treasurer's Report

January 2023

Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance
General	\$360,378.46	\$24,043.74	\$98,167.36	\$286,254.84
Street Light	\$60,648.93	\$1,395.35	\$3,003.31	\$59,040.97
Library	\$189.37	\$702.25	\$35.12	\$856.50
Retirement	\$101,486.37	\$150.00	\$6.99	\$101,629.38
Highway Aid/Liquid Fuels	\$8,330.87	\$0.22	\$4,564.02	\$3,767.07
Borough Equipment	\$80,686.97	\$952.15	\$47.44	\$81,591.68
Fire Services	\$159,566.48	\$878.20	\$43.11	\$160,401.57
Community Center	\$31,258.94	\$30,219.97	\$15,887.47	\$45,591.44
Payroll	\$10,621.29			\$13,469.81
Per Capita	\$568.51	\$418.00	\$20.91	\$965.60
Debt Service Fund	\$88,485.30	\$1,980.24	\$46,955.14	\$43,510.40
Community Improvement	\$107,149.23	\$1,698.67	\$4,036.96	\$104,810.94

Outstanding Expenses & Liabilities

Fund	Amount	Description
General	\$10,627.48	2018 Act 13 funding/DCED STMP
General	\$3,392.67	2022 Selective Insurance Welcome sign traffic accident
General	\$20,572.30	2022 Act 13 funding
General	\$3,370.00	2022 Johnsonburg Endowment Fund grant - Johnsonburg Hotel site cleanup

Monthly Bills

General		Highway Aid
Community Center		Community Improvement
Other		



Engineer's Report – February 13, 2023 Johnsonburg Borough Council Meeting

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

Engineering Services

- We've met with the Public Works Committee, Borough Crew and representatives of the Community Building to discuss the current sanitary sewer issues in the Women's Locker Room. The Crew camera inspected the sewer line that runs through the coal cellar off the Boiler Room and it appears the existing line has displaced on the exterior side of the building. We've developed a repair plan and specifications and requested estimates from multiple contractors. The repair is anticipated to start immediately after approval from Council.
- TranSystems has submitted a Change Order to include the Final Design in the final Flood Study report. The Report is anticipated to be finalized and submitted over the next couple of months.
- The project specifications for the remaining West End Stormwater Project will be completed in February and the County intends to advertise the project shortly thereafter. We are still working to procure the Highway Occupancy Permit for the portion along West Center Street.
- The County recently approved a one month extension for Bucktail Excavators for the slum & blight demolition of 704 Bridge Street thru the end of February. The contractor anticipates starting that work the week of February 13-17, 2023.
- We've been in contact with the contractor who completed the slum blight demolitions of 306 & 308 High Street and they've indicated they are waiting for cooperation from the weather to install top soil and re-grade the properties. Currently materials are oversaturated due to Winter weather. Seeding will be completed in the Spring.
- The Borough received comments from the review of the COVID19 ARPA PA Small Water & Sewer Grant application that was submitted for the Hemlock Street Stormwater Project. We've provided responses to those comments, as well as updated information requested by the reviewer. Our understanding is this grant program received a significant number of applications.
- There are no updates on the Local Share Account grant application for the demolition and redevelopment of the historic Armstrong Theater site. It is our understanding the applications are currently being reviewed by the grant committee and will be announced at a future CFA meeting.



Code Enforcement

- The Borough has started to send out citations for abandoned vehicles per the recent modifications to the Disorderly Conduct and Nuisance Ordinance. We've had several calls from residents who received them and are currently consulting with Attorney Thomas on some of the concerns we've been presented.
- A "Dangerous Structure" notice has been posted on the residential house at 320 Shawmut Avenue due to a hole that's developed in the unoccupied structure.
- We recently met with a representative of HRG to discuss the Borough's Code Enforcement program as part of their work on the Borough's STMP grant. Several issues were discussed including zoning, enforcement procedures and the ticketing program.
- Several properties have been observed with garbage bags lined along houses and garages. Residents are reminded weekly trash collections is required for all properties within the Borough and refuse is to be placed curbside not more than 24 hours prior to weekly pickup. Garbage is not permitted to accumulate in large quantities in yards, on porches or in exposed areas for extended periods of time. When this is identified the Borough's Code Enforcement and Health Officers will be notified and the property owner may be subject to violation notices and tickets if the areas are not cleaned up.
- Residents are reminded that sidewalks are to be cleared within 24 hours after the conclusion of a snow event. Shoveled and/or plowed snow is not permitted to purposely block sidewalks, driveway entrances and/or parked vehicles.

Respectfully Submitted,

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

Ryan Miller, PE

**Johnsonburg Community Center
Rec Board Meeting Minutes February 2, 2023**

Present: John O'Rourke Jim Lecker Patty McDivitt TJ Weaver Tara Poague
Sarah Grunthaner Nikki Zimmerman-Excused Scott Cherry-Excused Tracy Crowe

Call to order 5:02p.m

January 5, 2023 Minutes

Passed **Motion** to accept: Sarah Grunthaner **Second:** Patty McDivitt **Vote:** Unanimous

Nomination of Officers

Motion to open nominations for officers: Sarah Grunthaner **Second:** John O'Rourke **Vote:** Unanimous

No changes were made via nominations. All parties accepted the offer to remain in the same positions.

Motion to close nominations: John O'Rourke **Second:** Patty McDivitt **Vote:** Unanimous

Officer Positions for 2023:

President: TJ Weaver

Vice President: John O'Rourke

Treasurer: James Lecker

Secretary: Sarah Gunthaner

Financial Report

See attached

Open Issues

1.) Camera's on Third Floor

John O'Rourke will order the cameras to be installed by Jay Crowe.

2.) Pool Ceiling

Ryan Miller is awaiting a follow-up from the contractor.

3.) Sewer Issue

The Public Works Committee met and they are planning on replacing the sewer line from the building to the main sewer.

4.) Weight Room

The new stationary bike arrived today. We still need to give APEX the go ahead to repair and replace equipment parts to maintain safe equipment.

Motion to approve \$702.19 upkeep costs: John O'Rourke **Second:** Sarah Grunthaner **Vote:** Unanimous

Tara Poague is going to advertise via newspapers and Facebook that we are in search for a personal trainer to come to the JCC to help members correctly use equipment. Before she does this she is going to contact the borough and see if we need any special insurance or waivers

5.) Purse Bingo

Tracy Crow provided us with an update from the event. This was a banner year! The Library Board will be reorganizing the planning; this will distribute duties more evenly for the future.

Director's Report

See attached

Jim Lecker's Report

See attached

New Business

1) Ball Room

Johnsonburg Snowball will be held in the ball room on February 11th. The Senior class is also considering our Ball Room in their options for the prom in May. This will be voted on by the class before a venue is decided.

2) Day Camp

There will not be a day camp this summer. Tara Poague is going to use the summer as time to study and take her pesticides test. She will still be having events and activities throughout the summer for the kids, but they will mostly just be a free 1 hour a week activity.

3) Final Soup Sale

Will be next Friday February 10th.

4) Volleyball Net

TJ Weaver, Tara Poague, and Jim Lecker dug the volleyball net out of the shed this week and it is not in good shape. We need to purchase a new one, they are roughly \$250 online. With a new net, the goal is to have a women's volleyball league and a children's volleyball club going from October-March. Tara Poague already has volunteer coaches set up for the kids club and 2 volunteers willing to collaborate on getting the women's league going.

Motion to buy new net: John O'Rourke

Second: Sarah Grunthaner

Vote: Unanimous

5) Pickleball

Cindy Iorfido approached Tara Poague regarding purchasing a portable Pickleball kit to use in the gym and on the blacktop at the playground. Cindy stated that she is in the process of learning the in's and out's of this sport and would love to teach it at the JCC. Tara Poague is going to look into prices to have for our March meeting.

Meeting adjourned at 5:41p.m Next Meeting March 2,2023 at 5pm.

X

Tara Poague

Tara Poague
JCC Director

February 2023 Directors Report

- Our January soup sale we made \$690. I kept \$60 aside and ordered more soup bowls.
- Next soup sale is February 10th. This will be our last soup sale until Fall.
- Purse Bingo went very well. We ended up selling 347 tickets overall.
- Boiler wasn't working when we came in on Monday January 9th. Called Allied Systems and they came and replaced the motherboard. They said the water line is still leaking.
- Boiler wasn't working again when we came in on Monday January 16th. Called Allied and they came and cleaned out the sparks and ignition and got it working again. They said it was unrelated to the motherboard problem.
- After a lot of rain, Chris Bressler came in Thursday January 19th to a flood in the women's locker room. She texted me telling me we need to shut the building down now and I need to get on the phone and start calling her class to tell them the building is closed. I am getting my kids ready and taking them to school at the time Chris comes in to work. She has sent me these texts before, so I spent a week going to the morning swims and collecting everyone's names and numbers and I put together and printed out 2 call sheets designated for these emergency closures. I hung one in the guard room at the pool and gave one to Chris for her personal use. When Julie's class cancels she contacts all of her class, when Shelly cancels she contacts all of her class, when Hannah can't make it on time she contacts all of her class. There is no reason Chris needs to send me a text telling me I have to contact her class. I get it posted to Facebook as soon as I get the message, but at 7:30 in the morning that is all I have time to do. We also immediately called Tommy Imbrogno and he spent almost the whole day in the basement with Roto-Rooter.
- On January 19th Tommy Imbrogno, Judd Zilkoski, and TJ Weaver fixed the chlorine pump so that it doesn't leak anymore.
- Tommy Imbrogno and Judd Zilkoski ran a camera into the sewer pipe January 20th. Found that the pipe sunk and came apart at the joint approximately 2 feet outside of the building wall.
- Saturday January 21st was a workday for volunteers. We also had a birthday party in the gymnasium that day. Chris Bressler came to the building screaming and using profanity in front of all the volunteers, patrons, and children. She was mad about us cleaning out the upstairs kitchen. She was out of line, and I am afraid she is going to cost us members if she continues to publicly act out in this manner.
- We had a girl work here one day through the Career Link Work Experience program, but she was hired full time elsewhere, so she is done already. We have a kid working a couple hours after school through this program as well. We started him cleaning out the concrete in the basement.
- I ordered six more pool noodles for Julie's aqua fit class and 6 more pool noodles for Chris's class.
- Geno Polaski cleaned pool filters on Monday January 23rd.
- I have given our contact information to the Elk County Probation Officers to hand out to probationers to come here to complete community service. We have had a few reach out to us and a couple of them came this month to help us paint and clean.
- Aljo Maletto replaced our AED battery and pads. We received a \$1500 donation for an additional AED for down by the pool. We are going to have Aljo order this so that it is the same as the one we already have.
- Sweetheart lottery drawing began last night. We sold all but 3 tickets. So we profited \$1,380.



“JAMES THE BUTLER”
For all your cleaning needs:

February Report

- 564 Volunteer Hours in January
- 1,517 Hours have been put into the ball room so far.
- Fire escape is almost complete.
- Ball room is almost complete. Lights are going up this weekend. Will need to pay Josh Meyer for making the medallions and hanging lights, but we don't know the price yet.
- TJ Weaver installed paper towel dispensers throughout building.
- Larry Wilhelm fixed the sink in the women's parlor restroom.
- Stripping and waxing steps tomorrow.
- What is going on with pool ceiling.

January 3, 2023
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, January 3, 2023 at 10:00 AM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Daghir, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Kary Schneider, Deputy Chief Clerk; Dan Rimer, IT; Peggy Schneider, Treasurer; Marilyn Secco, Press and Jake Mercer, Press.

Excused was Patrick Straub, Chief Clerk.

Those attending via Zoom were Connie Herzing and Mr. Bizzak, Tom Wagner, Solicitor; Professor Terry Brawand and Brian Stockman.

M. Fritz Lecker made a motion to approve the agenda as presented, seconded by Joseph C. Daghir, carrying unanimously.

M. Fritz Lecker made a motion to approve the December 20, 2022 minutes as presented, seconded by Matthew G. Quesenberry and carried unanimously.

PRESENTATIONS - N/A

RESOLUTIONS -N/A

OLD BUSINESS -N/A

NEW BUSINESS-

1. Correction/change to a 12/20/2022 Agenda item stating that a new account would need to be opened. The current accounts for Elk County DRO will continue, they will not to be closed, the accounts will be renamed only. We need continuity in the account numbers for BCSE/PaSCDU financial transactions. The current accounts for Cameron County will be closed, and the funds transferred/deposited into the respective existing Elk County counterpart bank accounts. The funds will be transferred either via wire or cashier's check. – **This is an announcement only**
2. Request from Kathy McClelland, Office Manager of the Elk County Planning Department, to reappoint Richard Wittman, Spring Creek Township and Bill Chiesa, Johnsonburg Borough as Planning Board members for a new four (4) year term ending December 31, 2026 to the Elk County Planning Commission. – **Motion by Matthew G. Quesenberry seconded by M. Fritz Lecker and carried unanimously**
3. New contract for CYS with Michael Crabtree, PH.D. for FY 22/23 – **Motion by M. Fritz Lecker seconded by Matthew G. Quesenberry and carried unanimously**
4. Renewal contracts with the Part Time Prison Nurses effective January 1, 2023 through December 31, 2023 - This Agreement will be automatically renewed for successive one (1)

year terms until terminated by either party – **Motion by Joseph C. Daghir seconded by Matthew G. Quesenberry carried unanimously**

5. Deputy Coroner Independent Contractor Agreements, effective 1/1/23 with no stated term and may be terminated at any time by either party or by the County Coroner, with or without cause - **Motion by M. Fritz Lecker seconded by Matthew G. Quesenberry carried unanimously**

APPROVAL OF THE BILLS: December 17, 2022 through December 31, 2022

• General Fund	\$109,849.33
• Liquid Fuels	\$6,000.00
• County of Elk/Drug & Alcohol	\$627.00
• Co of Elk Substance Abuse	\$150.00
• COVID ARP	\$3,653.64
• Fiscal Recovery Funds	\$1,983.75
• KOZ	\$5,000.00
• Hazardous Material Response	\$261.84
• E-911 Wireless Fund	\$3,316.17
• Northern Tier Regional Tele Project	\$30,605.48
• Co of Elk Integrity	\$1,100.00

→ Joseph C. Daghir made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE -

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

1. Correspondence received from the Elk County Planning Department notifying that the County's Hazard Mitigation Plan is being updated
2. Correspondence received from Commonwealth of Pennsylvania Department of Environmental Protection Bureau of Clean Water notifying of a reissuance of National Pollutant Discharge Elimination System permit for Rocco Defranco has been received

GOOD OF THE COUNTY

- 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 –

Discussion was held with the Commissioners on the following questions;

- **Is the Deputy Coroner a new position**
- **What was the correction/change to the New Business Item #1**

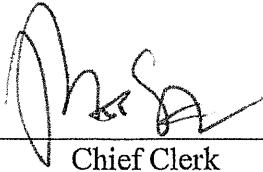
QUESTIONS FROM TAXPAYERS –

The Commissioners were invited to the William Brawand estate

ADJOURN MEETING –

The meeting was adjourned at 10:19AM on a motion by M. Fritz Lecker, seconded by Joseph C. Daghir and carried unanimously.

ATTEST: _____



Chief Clerk

**Next Meeting:
Tuesday, January 17, 2023
10:00 A.M. Courthouse Annex
Conference Room #2**

January 17, 2023
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, January 17, 2023 at 10:00 AM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Daghir and M. Fritz Lecker. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Dan Rimer, IT; Kathy McClelland, Office Manager/Housing Specialist; Kim Frey, Elections Director; Marilyn Secco, Press and Jake Mercer, Press; Stephen Bagley and Martin Dornish, Citizens of Elk County; Dave Green, Executive Director Northern Tier Community Action Corporation and Shawn McAulay, Deputy Director Northern Tier Community Action Corporation.

Excused was Matthew G. Quesenberry, Commissioner.

Those attending via Zoom were Tom Wagner, Solicitor and Professor Terry Brawand.

M. Fritz Lecker made a motion to approve the agenda as presented, seconded by Joseph C. Daghir, carrying unanimously.

M. Fritz Lecker made a motion to approve the December 27, 2022 minutes as presented, seconded by Joseph C. Daghir and carried unanimously.

Joseph C. Daghir made a motion to approve the January 3, 2023 minutes as presented, seconded by M. Fritz Lecker and carried unanimously.

PRESENTATIONS - N/A

RESOLUTIONS

1. Resolution Number 2023-01 Adopting a County Flag – **Motion by Joseph C. Daghir seconded by M. Fritz Lecker and carried unanimously**
2. Resolution Number 2023-02 Whole-Home Repairs - **Motion by Joseph C. Daghir seconded by M. Fritz Lecker and carried unanimously**
3. Resolution Number 2023-03 Correcting the Salary Schedule Adopted on December 20, 2022, to Include Compensation for the Elected County Auditors - **Motion by M. Fritz Lecker seconded by Joseph C. Daghir and carried unanimously**

OLD BUSINESS –N/A

NEW BUSINESS-

1. Application for use of the County's Annex Building by the Girl Scouts of Western Pa on March 18, 2023 for a Babysitter Course - **Motion by M. Fritz Lecker seconded by Joseph C. Daghir and carried unanimously**
2. Request from Tracy Gerber, Director of the Elk County Planning Department, to appoint Brandi Hanes to sit on the Elk County Planning Commission representing Jay and Benezette Townships with a term expiring December 31, 2025 - **Motion by Joseph C. Daghir seconded by M. Fritz Lecker and carried unanimously**
3. Renewal contract for Elk County Prison for Inmate Housing with Centre County at \$75 per day expiring December 31, 2024 - **Motion by Joseph C. Daghir seconded by M. Fritz Lecker and carried unanimously**
4. Renewal contract for CYS with George N. Daghir to provide necessary services as the Agency Solicitor from January 1, 2023 and ending January 1, 2024 – **Due to a lack of votes needed as a result of Commissioner Daghir abstaining due to a conflict of interest, motion by M. Fritz Lecker to table Item #4, seconded by Joseph C. Daghir and carried unanimously**
5. Renewal contract for CYS with Children's Center for Treatment and Education for from January 1, 2023 through December 31, 2023 - **Motion by Joseph C. Daghir seconded by M. Fritz Lecker and carried unanimously**

APPROVAL OF THE BILLS: January 1, 2023 through January 13, 2023

- **General Fund** **\$166,557.76**
- **Act 13 Marcellus Legacy Fund** **\$150.00**
- **County of Elk/Drug & Alcohol** **\$969.90**
- **Co of Elk Work Release** **\$408.44**
- **Co of Elk Substance Abuse** **\$50.00**
- **COVID ARP** **\$38,366.82**
- **Federal Social Service/Emergency Shelter** **\$6,954.00**
- **Hazardous Material Response** **\$8,240.01**
- **E-911 Wireless Fund** **\$39,502.79**
- **Northern Tier Regional Tele Project** **\$19,947.03**

→ Motion by M. Fritz Lecker seconded by Joseph C. Daghir and carried unanimously

CORRESPONDENCE -

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

1. Commonwealth of Pennsylvania Department of Community & Economic Development announcing that a total of \$313,679 has been approved for the 2022 Community Development Block Grant Program

GOOD OF THE COUNTY

- The Elk County Commissioners are pleased to announce the opening of the Spring 2023 Act 13 Mini Grant Program. Applications will be received from February 1 through the 28th, and awards will be announced in March 2023. The Act 13 application is available on the County of Elk website at: <https://www.co.elk.pa.us/>
- Kim Frey, Elections Director clarified a recent newspaper article error. Permanent Absentee Voters **DO** need to return their application on an annual basis. February 7th at 6pm in Conference Room #2 is Candidate Night for anyone seeking to run in the 2023 County election, packets will be distributed at that time
- 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 –

Discussion was held with the Commissioners on the following questions;

- **What the income requirement is for the Whole-Home Repairs Program**
- **How does the limited number of contractors in the area impact the Whole-Home Repairs Program**

QUESTIONS FROM TAXPAYERS –

The Commissioners were thanked by Professor Terry Brawand for visiting the William Brawand estate property the week prior.

ADJOURN MEETING –

The meeting was adjourned at 10:44AM on a motion by M. Fritz Lecker, seconded by Joseph C. Daghir and carried unanimously.

ATTEST: _____


Chief Clerk

**Next Meeting:
Tuesday, February 7, 2023
10:00 A.M. Courthouse Annex
Conference Room #2**