

**Johnsonburg Borough  
Regular Meeting  
February 10, 2025**

Call to Order  
Silent Prayer  
Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

- Regular meeting January 13, 2025

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. Resolution 03-2025 DCED MAP Grant
2. Resolution 04-2025 Tax Collector Compensation
3. Zambelli Fireworks Contract (7/11/25)
4. Police Computer Quote
5. Police Garage Door Quote

Public Comment on Agenda Items

Adjournment

Johnsonburg Borough  
Regular Meeting  
January 13, 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 DeAngelo and seconded by Councilman Warmbrodt to approve the agenda with an added executive session. Motion carried unanimously.

A motion was made by Councilman Poague and seconded by Councilman Cherry to move into executive session at 4:03 p.m. to discuss personnel. Motion carried unanimously.

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

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

Minutes: A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to approve the minutes from the regular meeting held on December 16, 2024. Motion carried unanimously.

Guests & Public Comment: None present.

## Monthly Reports

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$20,730.22, Community Center Fund - \$4,374.54, Community Improvement Fund - \$550.00, and Highway Aid Fund - \$11,526.95. A motion was made by Councilman Cherry 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 and 2024 annual report are on file. Chief Clopp reviewed his report which included information on the department's recent events.

Fire Chief: Monthly report and 2024 annual report are on file.

Superintendent: Monthly report is on file. Superintendent Imbrogno gave an update on the recycling containers. President Maletto asked him to update the traffic light bulbs on Cobb St.

Engineer & Code Enforcement Report: Monthly report is on file. Engineer Miller reported that asbestos surveys are being conducted on the five residential properties that are scheduled to be demolished, through a CDBG project, at the corner of First Ave. and Bergen St.

He updated Council on the air conditioning project for the third floor of the community center and funding sources.

Code Enforcement: Monthly report is on file.

Recreation Board: Minutes and monthly reports are on file.

Council Committees: Councilman DeAngelo reported that the public works committee reviewed the vehicles parking in the alley behind the brick block and requested a vehicle be removed.

Solicitor: Solicitor Thomas reported that he has set up a meeting with Code Enforcement Officer Chris Lindmar to review the process of filing citations with the magistrate.

Municipal Authority: Johnsonburg Municipal Authority Board Member Jack Fowler was present to update Council on the authority's current projects.

Old Business: 1. A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to have Recreation Director Tara Poague move forward with the door replacement project with most of the costs being covered by grant funding and approximately \$350 being covered by the borough. Motion carried unanimously.

2. Solicitor Thomas had previously presented a backyard chicken ordinance for Council's review. This ordinance was reviewed and discussed, and he will make the changes Council would like to see moving forward.

3. Solicitor Thomas presented a house number ordinance for the Council's review. Discussion was held on the pros and cons of this issue, and it will be reviewed again after some changes are made.

A brief discussion was held on ways to contact the public with borough announcements after the closing of The Johnsonburg Press last year. Councilman DePanfilis suggested a borough Facebook page.

President Maletto questioned Engineer Miller about a permit to dredge Silver Creek. He will follow up with the Elk County Conservation District to see where we stand with obtaining a permit.

New Business: 1. A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to reappoint TJ Weaver to the Johnsonburg Municipal Authority. Motion carried unanimously.

A motion was made by Councilman Cherry and seconded by Councilman Warmbrodt to appoint Bev Bouse and to reappoint Patty McDivitt to the Recreation Board. Motion carried with Councilman DePanfilis opposed.

A motion was made by Councilman Maletto and seconded by Councilman Imbrogno to reappoint Allyson Miller to the Construction Appeals Board. Motion carried unanimously.

2. A motion was made by Councilman DePanfilis and seconded by Councilman Poague to adopt Resolution 01-2025 which allows for the destruction of records from 2017 and prior years. Motion carried unanimously.

3. A motion was made by Councilman DePanfilis and seconded by Councilman DeAngelo to adopt Resolution 02-2025 which set the borough's fee schedule for 2025. Motion carried unanimously.

4. A motion was made by Councilman DePanfilis and seconded by Councilman Warmbrodt to open a new checking account for the new EMS tax. The account signers will be President Alfred J. Maletto III, Treasurer Rachel Kilhoffer, and Assistant Treasurer Joan Davison. Two signatures are required on all borough checking accounts. President Maletto called for a roll call vote which was unanimous in favor of the motion. Motion carried.

5. A motion was made by Councilman DePanfilis and seconded by Councilman Warmbrodt to exonerate Tax Collector Trina DeStephano from the collection of the 2022 Per Capita Taxes. Motion carried unanimously. These taxes will be turned over to Statewide Tax Recovery for collection.

6. A motion was made by Councilman Poague and seconded by Councilman DePanfilis to increase the tax collector compensation for the collection of the discount and face value taxes from 2.5% to 3% starting in 2026. The collection rate for the penalty value tax will remain at 5%. President Maletto called for a roll call vote which was unanimous in favor of the motion. Motion carried.

7. A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to purchase a John Deere 324G Skid Steer for \$55,061.01, with trade in. 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 5:40 p.m. Motion carried unanimously.

Rachel Kilhoffer  
Secretary

**Treasurer's Report**

**January 2025**

Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance	PLGIT Balance	PLGIT Interest
General	\$208,147.45	\$33,568.97	\$142,735.70	\$98,980.72	\$215,126.96	\$746.86
Street Light	\$38,403.11	\$2,257.06	\$3,464.83	\$37,195.34	\$50,450.75	\$193.16
Library	\$500.00	\$1,189.43	\$0.00	\$1,689.43		
Retirement	\$2,918.62	\$663.40	\$0.00	\$3,582.02	\$104,451.25	\$399.92
Highway Aid/Liquid Fuels	\$1,244.99	\$0.01	\$0.00	\$1,245.00	\$10,074.42	\$38.57
Borough Equipment	\$29,359.03	\$8,142.23	\$12,064.25	\$25,437.01	\$30,691.08	\$117.51
Fire Services	\$7,006.61	\$1,554.32	\$0.00	\$8,560.93	\$83,639.17	\$320.23
Community Center	\$23,136.90	\$51,803.55	\$13,578.82	\$61,361.63		
Per Capita	\$457.25	\$434.50	\$0.00	\$891.75		
Debt Service Fund	\$61,074.33	\$4,484.04	\$44,770.86	\$20,787.51		
Community Improvement	\$60,732.39	\$3,033.30	\$3,550.00	\$60,215.69		

**Outstanding Expenses & Liabilities**

Fund	Amount	Description
General	\$2,485.41	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 January 2025.

<b>Calls for Service</b>	<b>303</b>	<b>Parking Violations</b>	<b>0</b>
<b>Signal Calls</b>	<b>39</b>	<b>House Watches</b>	<b>0</b>
<b>Telephone Calls</b>	<b>79</b>	<b>Vehicle Lockouts</b>	<b>0</b>
<b>Investigations</b>	<b>47</b>	<b>Light outage</b>	<b>0</b>
<b>Hearings</b>	<b>7</b>	<b>B.O.L.O</b>	<b>11</b>
<b>Traffic Accidents</b>	<b>5</b>	<b>Asst. Fire/Ambulance</b>	<b>2</b>
<b>Written Warnings</b>	<b>5</b>	<b>Asst. other Police Dept.</b>	<b>14</b>

**Receipts:**

<b>Fines</b>	<b>\$1,311.71</b>
<b>Reports</b>	<b>\$ 15.00</b>
<b>Tickets</b>	<b>\$ 0.00</b>
<b>Total</b>	<b>\$1,326.71</b>

**Special Information:**

- Lunch at the Senior Center on 01/09.
- 2024 Ford F-150 patrol vehicle is in service.
- Assisted with security at HS basketball game on 01/24.
- Assisted with purse bingo on 01/26.
- Utilizing digital frequency on radio system as of 02/05.

<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>1</b>	<b>1</b>	<b>0</b>
<b>Burglary</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Thefts</b>	<b>5</b>	<b>2</b>	<b>3</b>
<b>Criminal Mischief</b>	<b>1</b>	<b>0</b>	<b>1</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>2</b>	<b>0</b>	<b>2</b>
<b>Sex Offenses</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Family and Children</b>	<b>13</b>	<b>1</b>	<b>12</b>
<b>All Other Offenses</b>	<b>26</b>	<b>3 (18 MV Arrests)</b>	<b>23</b>
<b>Totals</b>	<b>53</b>	<b>27</b>	<b>44</b>

Respectfully



# Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

January 2025 Johnsonburg Fire Department Report

## Incident Type Count per Station for Date Range

Start Date: 01/01/2025 | End Date: 01/31/2025

INCIDENT TYPE	# INCIDENTS
<b>Station: EC2 - ELK COMPANY 2</b>	
114 - Chimney or flue fire, confined to chimney or flue	1
311 - Medical assist, assist EMS crew	2
322 - Motor vehicle accident with injuries	2
352 - Extrication of victim(s) from vehicle	1
550 - Public service assistance, other	1
551 - Assist police or other governmental agency	3
743 - Smoke detector activation, no fire - unintentional	1
<b># Incidents for EC2 - Elk Company 2:</b>	<b>11</b>

Calls in Johnsonburg Borough - 7

Calls in North Ridgway Township – 4

Automatic / Mutual Aid Calls – 0

Total Man Hours for All Calls January 2025 – 46.17

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

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

Respectfully

*Christopher G. Kreckel*

**Chief**

# **Boro Crew Report**

**Cleaned Market Street snow Piles.**

**Cleaned Center Street.**

**Washed Trucks.**

**Mixed Material For Storms.**

**Took Cardboard Dumpster To Recycle.**

**Plowed And Salted A lot.**

**Put New Cutting Edge On 22 F550.**

**Put New Tie Rod End On 18F550.**

**Flipped Plow Blade On 18f550.**

**Took Plastic Dumpster To Recycle.**

**Changed Police Car Oil.**

**Held Dumpster Day.**

**Changed Backhoe Oil And Fuel Filters.**



## Engineer's Report – February 14, 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:

- Asbestos surveys for the 201, 205 & 207 First Avenue properties have been completed and the report for all 5 in the proposed Slum & Blight Demolition Project has been completed and submitted by Clarion Environmental. Two structures were found to have a significant amount of asbestos containing materials in them – 205 Bergen Street (siding) & 207 First Avenue (interior walls throughout) will need to be addressed independently to account for safety requirements. The 201 First Avenue & 200 Bergen Street structures have minimal amounts of material and can be easily abated in advance which should minimize demolition and disposal costs. With the report finalized the County is currently working through the required environmental review; the project will be advertised once this review has been completed and approved. We anticipate advertising in early Spring with construction to be completed later this year. Funding for these demolitions has been made available through a FY 2023 Elk County CDBG grant.

*We are currently working to secure additional slum & blight funding thru the County's PHARE program to assist with the overall demolition project cost.*

- TranSystems has submitted a draft copy of the final version of the Flood Study Report and we are currently reviewing it. Copies will be sent out to Council once that review has been completed and any additional comments have been addressed. We anticipate everything to be finalized and the project will be closed out well in advance of the June deadline. Funding for this project has been provided through a DCED Flood Mitigation Grant.

*We are currently working with Emma to review the Commonwealth's Flood Mitigation Grant Program to see if additional funding may be available as a result of the Study's completion, as well as identifying any additional funding sources that may be available to the Borough.*

- We are currently working to complete the Project Specifications and Bid Packet for the JCC Ballroom Air Conditioning Project and hope to have that advertised in February with bids due for the March Council Meeting.

*Funding for this project has been made possible through a grant from the Doris Stackpole Foundation and was specified for the A/C in the JCC Ballroom.*

- We are currently working on finalizing Project Specifications and a Bid Packet for sidewalk replacement along Bridge Street adjacent to the Market Street intersection. Once completed this project will be advertised and bids opened by the County; we anticipate this will take place in early Spring with a late Spring/Summer timeline for completion. Funds for this project will come from the balance on the Borough's 2021 CDBG Center Street Storm Sewer Replacement Project.



- We continue to work with Cly Hornung on potential funding opportunities for the remaining exterior restoration at the Johnsonburg Community Center whether that includes all at once or in additional phases. An additional grant request has been submitted to the Palumbo Foundation who had previously approved funding for the first phase; awards are expected in early Spring.
- We continue to work on potential funding opportunities to cover the remaining heating and air conditioning upgrades at the Community Center. The remaining areas include the Third Floor Kitchen, Band Room and Parlor. If successful the entire building would run independent of the existing steam boiler which would then be shut down. Another area of consideration is the Gymnasium which has its own independent system; Tara has indicated she has spoken to contractors who have indicated the existing boiler could be converted for A/C as well. This is something we will explore once the remaining areas have been addressed.
- We continue to finalize the Hemlock Street Stormwater Project plans, project specifications and bid packet. We continue to anticipate completing the design and advertising of the project in the first quarter of the year. Funding for this project has been provided through an ARPA PA Small Water & Sewer Grant previously awarded by the Commonwealth Finance Authority.
- We will be attending a CDBG & HOME grant funding training seminar on February 21, 2025 which is being sponsored by Redevelopment Authority of Clearfield County and coordinated with both the Clearfield and Elk County Planning Departments. The training is open to consultant, contractors and municipal officials and will cover requirements, procedures and updates to these programs.

Respectfully Submitted,

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

Ryan Miller, PE

# Johnsonburg Borough Code Enforcement Report

February 6, 2025

- I was finally able to catch up with Domingos Pena to speak with him regarding the various code violations he has at his properties within the Borough. The conversation was more between Suzanna and me, but Domingos was present. I explained the things I would like to see done as the weather breaks.
- I sent a “Dangerous Structure Demolition” letter to the owner of 209 First Avenue due to the collapsed garage behind the home in the alley.
- The collapsed garage behind 309 First Avenue has been fully demolished and cleaned up.
- The collapsed garage behind 327 First Avenue has made some progress in working towards cleaning it up but has not yet finished it.
- I’ve been trying to contact the owner of Red Stone Construction LLC out of Kersey PA to inform them that the mess they left on the front lawn of 542 Glen Hazel Road needs to be addressed and cleaned up as soon as possible.
- We’ve gotten multiple complaints about sidewalks being left uncleared from the snow or ice.
- I left 5 door hanger notices at houses where no effort was made to clear the sidewalks of snow and ice.
- I left a door hanger notice over at 145 Terra Cotta Road about not leaving tires, tools, and other miscellaneous items down by the road.
- I spoke with Kathy from the Elks club, and she asked if we would be able to provide a letter regarding the need to repair the wall and roof that abutted the old theater so they could have their insurance reopen the case for them.

**JOHNSONBURG MUNICIPAL AUTHORITY**  
**Regular Meeting Minutes**  
**Wednesday, December 11, 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, Duane Duffy, Paul Villella, Tony King

Earl Park – excused, Eric Poague - excused

Also present: Brian Buesink, Tracey Brown, Corey McCabe, Bryon Gregori, Solicitor Brown, Travis Long of JHA via ZOOM

**VISITORS** – Tracy Crowe from the Ridgway Record

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

**VISITOR COMMENTS (on agenda related items)** – None

**EXECUTIVE SESSION** – A motion was made by TJ Weaver and seconded by Tony King to enter into Executive Session at 4:01 (carried 4-1). A motion was made by TJ Weaver and seconded by Tony King to exit Executive Session and enter into regular meeting at 4:16 (carried 4-1). Litigation and personnel were discussed with no action taken.

**APPROVAL OF MINUTES FROM PREVIOUS MEETINGS** – A motion was made by Tony King and seconded by Duane Duffy to approve the minutes from the November 13, 2024 Regular Meeting (carried). A motion was made by Duane Duffy and seconded by TJ Weaver to approve the minutes from the November 26, 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** – Solicitor Brown reported on his efforts in obtaining the easements for the Rt. 219 Waterline Ext. project.

- A motion was made by Tony King and seconded by Duane Duffy to approve payments of \$203 to Kenneth Winters and \$250 to Thomas & Lindsay Launer for just compensation for their easements (carried).

**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 TJ Weaver and seconded by Tony King to approve the Treasurer's report (carried).

**BILLS FOR PAYMENT** – A motion was made by Tony King and seconded by Paul Villella to approve the bills for payment in the amount of \$ 86,442.71 (carried).

**Bank Balances as of: November 30, 2024**

**Northwest**

Payroll - \$ 133,178.27  
Water Pennvest - \$ 510.67  
Sewer Pennvest - \$ 17,564.74  
Operating Checking - \$ 417,282.66  
Sewer Savings - \$ 52,574.26  
Water Savings - \$ 145,186.25

**CNB**

Savings Acct. - \$ 8,047.39  
Water Project Checking (COA) - \$ 96,286.63  
Sewer Checking - \$ 49,896.37  
Waterline Extension - \$ 14.00

**PLGIT**

General Fund - \$ 691,751.81  
Sewer General Fund - \$ 92,010.29

**Debt Payments**

CNB Mortgage - \$ 327.92  
CNB Line of Credit Interest Only (Waterline Ext.) - \$ 1,792.29  
CNB Draw Loan (WWTP Upgrade) - \$ 3,459.20  
Pennvest - \$ 8,580.54  
Pennvest - \$ 11,718.30

**OLD BUSINESS**

- Travis Long of JHA reported that the ACT 57 rate study was complete. A copy of the study was given to each board member. He reported that our current water/sewer rates are where they should be according to the study.
- There was discussion on the delay in opening the new PLGIT account that was voted on last month. JMA's auditors indicated that JMA should have an investment policy in place for this type of investing. This was tabled until next month's meeting. Tracey will try to obtain guidance on what the investment policy should include.

**NEW BUSINESS**

- A motion was made by TJ Weaver and seconded by Duane Duffy to approve & advertise the dates for the 2025 meetings: 1/8, 2/12, 3/12, 4/9, 5/14, 6/11, 7/9, 8/13, 9/10, 10/8, 11/12, 12/10 (carried).
- A motion was made by Duane Duffy and seconded by Tony King to approve a \$1/hour raise for each employee and an additional 3 paid vacation days in 2025, 1 additional paid day in 2026 & 1 additional paid day in 2027 (carried).
- A motion was made by Duane Duffy and seconded by TJ Weaver to approve the 2025 budget as presented at last month's meeting (carried).
- A motion was made by TJ Weaver and seconded by Tony King to approve the Professional Services Agreement between JMA and Solicitor Brown pertaining to the Waterline Extension Project, as required by PENNVEST (carried).
- A motion was made by Duane Duffy and seconded by TJ Weaver to approve the Settlement Agreement and Release between JMA and Continental Construction, Inc. Roll call vote: Jack Fowler – yes, TJ Weaver – yes, Duane Duffy – yes, Paul Vilella – yes, Tony King – yes. Earl Park & Eric Poague – excused (carried 5-0).

**COMMENTS FROM VISITORS** – Tracy Crowe of the Ridgway Record was welcomed. The JMA employees thanked the board for the raises for 2025.

**EXECUTIVE SESSION** – None.

**ADJOURNMENT OF MEETING**- A motion was made by Duane Duffy and seconded by TJ Weaver to adjourn the meeting at 4:58 p.m. (carried).

Jack Fowler, Chairperson  
TLB

**January 2, 2025**

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

**Elk County, Ridgway, PA**

The County of Elk Commissioners met on Thursday, January 2, 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; and Matthew Frey, Treasurer.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**—December 30, 2024 Commissioners Meeting

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

**PRESENTATIONS**

**RESOLUTIONS**

1. 2025-01 – City of St. Marys Tax Collector salary. **This represents a 3% increase every year for 4 years. The Deputy Tax Collector’s salary is automatically set at 70% of the Tax Collector’s salary. Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**

**OLD BUSINESS**

**NEW BUSINESS**

1. Request by Veterans Affairs, 3 veteran burial requisitions and 3 veteran headstone forms. **Motion 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.) N/A

**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 - N/A**

**COMMENTS FROM TAXPAYERS – N/A**

**ADJOURN MEETING**

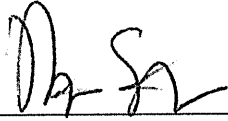
The meeting was adjourned at 10:08 AM on a motion by Gregory J. Gebauer.

**Next Meeting:**

**10:00 A.M. Thursday, January 16, 2025**

**Thomas G. Wagner Conference Room, Courthouse Annex**

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

A handwritten signature in black ink, appearing to be "D. S. R.", written over a horizontal line.

**January 16, 2025  
Office of the County of Elk Commissioners  
Meeting Minutes**

**Elk County, Ridgway, PA**

The County of Elk Commissioners met on Thursday, January 16, 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; Kimberly Frey, Elections Director; Jason Bowen, Assistant Chief of Probation; Derick Morey, Chief of Probation; Nancy Baker, CYS Director; Becki Taylor, CDBG Coordinator; Tracy Gerber, Planning Director; and Marilyn Secco, press.

**APPROVAL OF AGENDA**

**Matthew G. Quesenberry made a motion to add a new contract with Thomas R. Cooney Logging, LLC, to the agenda as New Business #5, as the Commissioners had just received the contract and this is a time sensitive issue. Second by Gregory J. Gebauer and carried unanimously. Motion by Matthew G. Quesenberry to approve the agenda with the addition, second by M. Fritz Lecker and carried unanimously.**

**APPROVAL OF MINUTES**– January 2, 2025 Commissioners Meeting

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

**PRESENTATIONS**

**RESOLUTIONS**

1. 2025-02 – Request by Planning, reappoint Kathy McClelland as the 2025 Fair Housing Officer for Elk County and on behalf of (OBO) the Ridgway Borough. **Motion by M. Fritz Lecker, second by Matthew G. Quesenberry and carried unanimously.**

**OLD BUSINESS**

**NEW BUSINESS**

1. Request by Emergency Services, renewal contract with Vertiv Corporation for service and support from January 1, 2025 through December 31, 2025. Cost will be \$17,932.19. This amount will be paid from the E-911 Wireless Fund: our regional 911 group for which Elk County hold fiduciary responsibilities. **Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
2. Request by Planning, agreement with PennDOT to select a consultant on our behalf to inspect bridges within Elk County. This consultant would be utilized for a period of 6 years for three full 2-year inspection cycles. **Tracy Gerber stated this process is done every 6 years and there is no cost to the County of Elk. Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

3. Request by CYS, new agreement with New Life Adolescents, LLC for group home placements from July 1, 2024 through June 30, 2025 at the rate of \$416.06 per day. **Nancy Baker stated CYS has one child placed here. Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
4. Request by Probation, renewal agreement with Northern Tier Children's Home, Inc. for residential treatment space at Potter County Women's Recovery Center at \$90.00 per day, an increase of \$5.00 per day. This amount will be paid from the Opioid Funds. **Derick Morey stated one person was placed here with Opioid Funds. Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
5. New contract with Thomas R. Cooney Logging, LLC in the amount of \$7,000.00 for site preparation for the Emergency Communications Tower project. **Matthew G. Quesenberry stated the work was to clear trees and build an access road. This work is to be completed by March 31, 2025. Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**

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

1. Amphenol Sensors (received December 13<sup>th</sup>) regarding intent of Amphenol Thermometrics, Inc. to apply to the PA DEP, Bureau of Air Quality, for renewal of their State Only Operating (air) Permit. Project is located at 964 Windfall Rd., City of St. Marys. This notice is provided in accordance with 25 PA Code 127.43a and by Section 1905-A of the PA Administrative Code, as amended by Act 14 which requires a 30 day public comment period.
2. WHM Group, LLC (received December 16<sup>th</sup>) regarding National Fuel Corp's intent to apply to the PA DEP for a General Permit (GP-11) Waterway Obstruction and Encroachment Permit for maintenance, testing, repair, rehabilitation or replacement of waterway obstructions regarding the North Michael Street Culvert Replacement Project. The project is located in the Laurel Run Dam – Elk Creek Watershed, City of St. Marys and has a designated use of Cold Water Fisheries. This notice is provided pursuant to PA Code 25, Chapter 93 Quality Standards; and PA Code Section 1905-A, as amended by Act 14, which requires a 30 day public comment period.
3. KLH Engineers, Inc. (December 23<sup>rd</sup>) regarding intent of City of St. Marys to file apply to the PA DEP for General Permits; GP-11 Waterway Obstruction and Encroachment Permit and a GP-3 - Streambank Stabilization. The project name is Wastewater Treatment Plant Access Bridge Replacement. Project location is 282 State St., City of St. Marys. This notice is provided pursuant to PA Administrative Code Section 1905-A, as amended by Act 14, which requires a 30 day public comment period.

**GOOD OF THE COUNTY**

- We welcome and encourage the public to attend our meetings.
- Election candidates' night will be February 11<sup>th</sup> at 6:00PM. **Kim Frey spoke of the event taking place at the Annex building and who should attend.**
- Courthouse offices will be closed January 20<sup>th</sup> in honor of Martin Luther King, Jr.
- **M. Fritz Lecker spoke of the pending arrival of the America250PA Liberty Bell which should arrive on Friday, January 17 and the plans for decorating the bell.**

- 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. Re NB#2, Marilyn Secco asked about the condition of the bridges in Elk County. Tracy Gerber stated a consultant inspects these bridges every 2 years and all findings are reviewed with the County. There are 35 bridges covered by this consultant, all of which are over 20 feet. Bridges under 20 feet are the responsibility of the municipality to maintain.

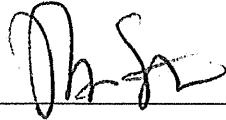
**COMMENTS FROM TAXPAYERS – N/A**

**ADJOURN MEETING**

The meeting was adjourned at 10:30 AM on a motion by Matthew G. Quesenberry.

**Next Meeting:  
10:00 A.M. Thursday, February 6, 2025  
Thomas G. Wagner Conference Room, Courthouse Annex**

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

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