

**Johnsonburg Borough
Regular Meeting
January 14, 2019
4:00 p.m.**

Call to Order

Silent Prayer & Pledge of Allegiance

Roll Call

Approval of Minutes

- Regular Meeting December 10, 2018

Guests & Public Comment on Agenda Items

Reports

- Mayor
- Police Department
- Fire Department
- Street Department
- Council Committees
- Finance/Bills for Payment
- Borough Solicitor
 - Zoning Ordinance
- Engineer & Code Enforcement
- Municipal Authority
- Recreation Board
 - Recreation assistant position
 - Pool ceiling
- Junior Council Person
 - New appointment

Old Business

1. Cobb St. razing permit

New Business

1. Board appointments
2. Resolution 01-2019 Zoning Board Appointment
3. East End court request
4. Resolution 02-2019 Record Disposal

Public Comment on Agenda Items

Adjourn

BOROUGH *f* JOHNSONBURG
 Department of Police



100 Main Street
 Johnsonburg, PA 15845
 (814) 965-2816

JOHN CLOPP
 Chief of Police

JACK FOWLER
 Mayor

I have the honor to report to the Johnsonburg Borough Council the duties performed by the Johnsonburg Police Department for the month of December, 2018.

Calls for Service	210	Parking Violations	9
Signal Calls	63	House Watches	3
Telephone Calls	49	Vehicle Lockouts	2
Investigations	60	Light outage	1
Hearings	4	B.O.L.O	12
Traffic Accidents	3	Asst. Fire/Ambulance	3
Written Warnings	2	Asst. other Police Dept.	8

Receipts:

Fines	\$ 550.79
Reports	\$ 30.00
Tickets	\$ 160.00

Special Information:

- Held annual Project Gift for Kids on 12/15/18
- Annual Taser qualification on 12/19/18

Total \$ 740.79

Offenses:	Number	Arrest	Handled Otherwise
Drugs	2	2	0
Assaults	1	0	1
Burglary	0	0	0
Thefts	2	0	2
Criminal Mischief	1	1	0
D.U.I.	1	1	0
Disorderly Conduct	2	1	1
Mental Health	2	0	2
Sex Offenses	0	0	0
Family and Children	4	1	3
All Other Offenses	10	1 (17 MV Arrests)	9
Totals	25	24	18

Respectfully submitted



100 Main Street
 Johnsonburg, PA 15845
 (814) 965-2816

JOHN CLOPP
 Chief of Police

JACK FOWLER
 Mayor

I have the honor to report to the Johnsonburg Borough Council the duties performed by the Johnsonburg Police Department for the year of 2018.

Calls for Service	2,952	Parking Violations	38
Signal Calls	876	House Watches	25
Telephone Calls	703	Vehicle Lockouts	28
Investigations	919	Light outage	8
Hearings	66	B.O.L.O	101
Traffic Accidents	45	Asst. Fire/Ambulance	42
Written Warnings	54	Asst. Other Police Dept.	119

Receipts:

Fines	\$ 9,682.40
Reports	\$ 285.00
Tickets	\$ 250.00

Special Information:

Total \$ 10,217.40

Offenses:	Number	Arrest	Handled Otherwise
Drugs	35	20	15
Assaults	25	17	8
Burglary	9	2	7
Thefts	30	11	19
Criminal Mischief	9	4	5
D.U.I.	8	8	0
Disorderly Conduct	30	23	7
Mental Health	25	2	23
Sex Offenses	6	1	5
Family and Children	69	14	55
All Other Offenses	149	28(121 MV Arrests)	121
Totals	395	251	265

Respectfully submitted



Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

FIRE REPORT FOR DECEMBER 2018

12/01/18 TRANSFORMER FIRE 1361 DILL HILL RD	15 MINS
12/06/18 1 VEHICLE MVA 600 BLOCK PENN ST	1HR 06 MINS
12/08/18 MUTUAL AID FIRE POLICE WILCOX RD	1HR 50 MINS
12/11/18 STRUCTURE FIRE 285 WEST CENTER ST	22 MINS
12/13/18 424 WATER ST ACTIVATED SMOKE ALARM	10 MINS
12/23/18 1 VEHICLE MVA 357 POWERS AVE	35 MINS
12/23/18 STRUCTURE FIRE DOMTAR FIBERLINE	25 MINS

CALLS JBG BORO 5
 CALLS RIDG TWP 1
 CALLS MUTUAL AID 1

TOTAL CALLS FOR DECEMBER 2018 07

NO INJURIES REPORTED FOR DECEMBER 2018

RESPECTFULLY SUBMITTED

ROBERT DICKEY

A handwritten signature in black ink that reads 'Robt Dickey'.

JOHNSONBURG FIRE DEPT
 FIRE CHIEF

Borough Street Crew Report
January 2019

The borough crew reports working on the following projects:

- Marked PA One calls
- Patched around town
- Held dumpster day
- Fixed some street lights
- Fixed drain on Bergen St
- Fixed water problem on East Ave
- Put riser on manhole on Glen Ave
- Cleaned trucks and backhoe

**Treasurer's Report
Cash Balances
December 31, 2018**

General Fund	\$154,362.37
Street Lighting Fund	\$ 14,876.87
Library Fund	\$ 68.04
Retirement Fund	\$104,828.48
Highway Aid Fund	\$ 12,782.19
Borough Equipment Fund	\$ 53,212.61
Fire Services Fund	\$106,811.77
Community Center Fund	\$ 54,344.62
Payroll Fund	\$ 19,200.35
Per Capita	\$ 7,065.05
2001 Debt Service	\$ 85,431.14
Community Improvement Fund	\$148,697.66

Bills:

General Fund

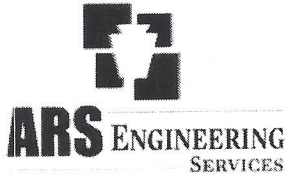
Borough Equipment Fund

Community Center Fund

Community Improvement Fund

Highway Aid Fund

We received \$344.76 in delinquent occupation taxes from Statewide.



Engineer's Report – January 14, 2019 Johnsonburg Borough Council Meeting

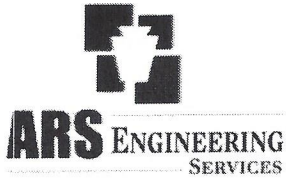
The following summary of work performed over the last month, as well as an update on current project status is provided herein for your review:

Harrison Avenue Realignment Project

- The CFA grant review meeting has been rescheduled for January 29, 2019. I've spoken to the individuals involved with advocating on behalf of the Borough's application in Harrisburg and they will be in attendance and will report back on how the review goes.
- Information regarding the easement request for both Redmond properties has been forwarded to the Borough solicitor for review and completion. We will continue to work with the solicitor and the Redmonds to finalize this request in advance of the realignment project finalization.

Engineering Services

- The JCC Playground Project is scheduled to begin on Monday, January 14th pending cooperative weather. Initial construction activities will include removal and storage of existing play equipment, regrading of the playground and fencing erection. Concrete work and resurfacing of the multi-use court will be completed later in the Spring under more favorable conditions. Removed materials and scrap will be dropped off at the Borough Office in a previously designated area. Work will continue as long as weather permits.
- We are in the process of finalizing the review of the two (2) revised JMA Water Improvement Project stormwater management submissions. Based on recent conversations we do not anticipate any additional issues.
- We've been working on possible solutions to repair the partially collapsed ceiling in the Community Building pool room. We are currently attempting to get an estimate to install galvanized steel decking against the existing ceiling in an effort to not need to remove the old ceiling which would be costly and time consuming. Previous options have included just removing the exiting drop ceiling and the completed removal and replacement of the ceiling.
- We have recently been notified of a grant opportunity which may be available for funding projects at the JCC. The PHMC Historic Preservation Grant Program recently opened for their 2019 funding cycle. Grants are available for both planning and construction and require a 50-50 municipal match. Several projects have been discussed. The application deadline is March 1st.
- With Council approving a change to the way building permit applications are to be submitted at their December meeting we are currently working to get all the applications in electronic format. We are also working to complete a public notice which will be posted at the Borough Office that identifies what work requires a permit. Residents are reminded all building permit applications will be processed through the Borough Office as of January 1, 2019.



- We reviewed the repository property at 417 Second Avenue as a follow-up to the request made by Mr. Troy Lewis at the December Council meeting. We agree with the findings noted in the County's inspection report and have provided Mr. Lewis with a list of Code violations that need to be addressed within 6 months. A copy of our report has been submitted to the Borough and Mr. Lewis. We recently met with Mr. Lewis to discuss his plans with the property and have notified him to what permits will be required.

Code Enforcement

- We recently inspected the property located at 179 Terra Cotta Road (Donald Thornton) and have determined he has cleaned it up to a satisfactory condition. We have recommended his hearing be withdrawn as a result of his bringing the property into compliance. Mr. Thornton has been notified the existing structure is still a concern and we will continue to monitor the property but he has indicated plans to remove the portions which are dilapidated and falling down.
- We recently inspected the property located at the end of Terra Cotta Road owned by Jacob Grebbien. During an inspection in Summer 2018 it was discovered a large amount of demolition debris had been deposited on the property. Mr. Grebbien has been working to separate and neatly stack these materials on site for other uses, he has also gotten rid of old bedding and other non-organic materials. We have granted Mr. Grebbien time to continue to clean up the property as weather permits throughout Winter and Spring. We will continue to monitor progress.
- Local residents are reminded Code requirements for maintaining yards and areas around structures on their properties still applies throughout the Winter months. Residents and property owners are not permitted to or allow the accumulation of trash and rubbish just because of winter weather. Several properties throughout the Borough have been turned in due to furniture, bedding and other materials accumulating in yards, driveways and on porches. In addition, trash and animal waste is not permitted to be scattered throughout yards whether covered by snow or not. Those properties which are identified will be inspected and notified of all violations.

Respectfully Submitted,

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

Ryan Miller, PE

Johnsonburg Recreation Activities Board Minutes – Wed. January 9th, 2019

Meeting called to order at 4:59 pm

Present: John O., Dolly B., Deana P., Mary F., Sarah G., Chris B., Jim L., Rachel K.

Guest: Ryan M.

Absent:

December minutes were reviewed and motioned to accept by John O. – second by Sarah G.

Financial Report:

December

Building/Pool Use	\$34.00
Fitness Center Use (incls. Keys)	\$110.00
Memberships	\$1,909.00
Rentals (Programs/Events)	\$595.00
Gymnastics	\$0.00
Memorials	\$0.00
Donation	\$3,698.00

Total: \$6,346.00

Financial Report:

2018 Year End

Building/Pool Use	\$1,258.00
Fitness Center Use (incls. Keys)	\$1,549.00
Memberships	\$26,526.00
Rentals (Programs/Events)	\$9,814.00
Gymnastics	\$3,853.00
Memorials	\$220.00
Donation	\$15,960.61

Total: \$59,180.61

Directors Report:

1. Purse Bingo – Meeting tomorrow @ 6pm at Library, any sold/unsold tickets & money need turned in shortly. Who will be able to attend to help?
2. Save the Dates/Upcoming Events –
 - Open House January 26th, 1pm – 5pm. Would like people to be here to help with memberships/answer questions/ tours, etc. Want to show off the updates that have been done and get some traffic in the building. John will cover fitness area, Sarah, Jim, and Dolly can be here all day.
 - Cupid Shuffle, Valentines Dance, February 16th. Elementary 6-8pm (\$3), High School 8:30-11pm (\$5). Plans to decorate. Mike Kreckel able to DJ for \$300 for the night. Need Chaperones.

- Soup & Bake Sale in beginning of February 8th 11am til sold out. Sell by the meal 7.00 for soup, sandwich, and cookie. Also sell quarts and other baked goods. Need donations of soup/baked goods.
 - Idea given of doing a Crafting Valentines Activity for the kids before Valentine's Day? No, too much in short time.
3. Possible Hiring of Recreation Assistant – For 7.50 for 10 hrs. per week you are at approx. \$2,000.00 a year. **John made a motion to present this to the borough, Sarah seconded** this. Would like to use our work experience students as a hiring pool for this.
 4. Activities Committee Idea – Put it in the paper and ask our current activity people and high school students to be on this committee (ie. Laura McDivitt, Sutton Lecker, Jordan Lerner). The committee can help us plan and run events and activities at the building and bring new ideas to the table.
 5. Art Feature Idea - Display the art of a high school and elementary school student in one of the stair ways. Each stair way will feature pictures of what went on, on each floor in the past.
 6. Electricity Needs Updated in Office – We still need a quote and once we have one it will be presented.

Maintenance Report (James the Butler)

We need to get the repair done on the track floor that was previously tabled. Jim has been raising donation money to be used toward the cost of the track. **John motioned to have Josh Meyer to do the repair and Dolly seconded** it.

He will be repairing ceilings in rooms including the kitchette and billard room. Everyone thinks it would be good to keep moving with what repairs we can do.

The gym ceiling is being looked at by M&M as a possible donation project.

Toilet seats have been replaced and/or repaired. The toilet in the tax office will be replaced with a motion from Dolly seconded by Sarah.

Old Business:

Pool Ceiling – Ryan Miller was in attendance to discuss the ceiling. His update about the pool is that we have received 2 estimates from John U. One, to remove drop ceiling and repair hole and access the rest of the ceiling once exposed.(Approx. \$8,500.00) Another option was to tear down old ceiling and re-plaster the entire ceiling which may be too excessive of a cost for a repair that was not the best option. Second estimate from John Updyke is to remove the drop and repair entire ceiling (Approx. \$30,000.00) This is a good price for the work, but due to the 19,400.00 limit it would need to go out for bid and be prevailing wage. The good news is there is a reason why the ceiling was weak in that area, so we know the cause, however the ceiling is old and may break again. No matter what the drop ceiling needs to come down so as to not block any further issues, especially with the cast iron pipes that are hidden by it.

In Ryan's opinion, we need a heavy material to cover the old ceiling and seal it but is actually pleasing to the eye. His suggestion is something like a metal decking roof material. We will

need to get another estimate that would include this material from John Updyke to see where that cost falls.

Conference Room Lights - Chris wants to physically go and look so we get exactly what we want. It is a cost saving project that will save money in bills. **John motioned and Dolly seconded** that Chris can purchase lights and ceiling fans to update lighting on second floor to LED.

New Business

Kitchen Camera & Front Door Lock System- we reviewed a quote to have a camera in the kitchen to protect our investment and keep things nice. The rest of the quote is for a key fob lock on the front door as well to track membership use. This is also a benefit to have a chime on door to buzz in people if we are closed for a private party. **Motion to accept made by John O. and seconded by Dolly.** Motion carried

Storage Options - tabled for a later meeting.

CDBG funding approved for the Borough to fix the sanitation issue.

Grants: PHMC is open for grants that need submitted by March. Maybe this year we can go for outside repairs, like windows scraped and painted or a larger scale pool repair. This is a 50/50 match. We would need council permission to proceed, because of this. Ryan attends to take this to council at the next meeting.

We need a wish list on a 5 year plan scale to present to the borough building committee so that when grants come available we can jump on them. The building committee from the council is Ron King, Scott Cherry, and Stephanie Carnessali.

Motioned to adjourn meeting by Sarah, John seconds.

Meeting adjourned: 6:45 pm

November 5, 2018

**Office of the Elk County Commissioners
Elk County, Ridgway, Pennsylvania**

The Elk County Commissions met in regular session on Monday, November 5, 2018 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Dan Freeburg, Chairperson, Matthew Quesenberry, Janis E. Kemmer and Tom Wagner, Solicitor. Also present were Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Kim Frey, Director of Elections, Brian Stockman, Press and Jacob Perryman, Press.

Jan Kemmer made a motion to approve the Minutes of the October 16, 2018 meeting seconded by Matt Quesenberry and carried unanimously.

Matt Quesenberry made a motion to approve the agenda seconded by Jan Kemmer carried unanimously with the following additions:

- Add the request for Conference Room Usage from Rides for Vets to the New Business.
- Add the receipt of the external Audit prepared by Sharkey Piccirillo to Correspondence.

RESOLUTION

1. Resolution Number 2018-10 The Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund/Act 13 of 2012 Impact Fee Act. Jan Kemmer made a motion to adopt resolution 2018-10, Matt Quesenberry seconded that motion and the motion carried unanimously.
 - There was clarification that for the Application, The County is using Act 137 monies in the amount of \$30,000 as a match to improve the chances of obtaining the monies for the housing rehabilitation.

OLD BUSINESS

NEW BUSINESS

1. Jan Kemmer made a motion to approve the usage of \$32,066.30 in HAVA Grant Funds to purchase new voting equipment, seconded by Matt Quesenberry and carried unanimously.
 - Kim Frey explained this money will be directly used to help purchase the new voting equipment that is required to be replaced in the 2019 year. The total amount of funds are over \$14 million dollars to be disbursed to the Commonwealth Counties. This total also includes the Commonwealth's 5% match as well.
 - Jan Kemmer asked how much money Elk County received last time from them. Kim explained Elk County received roughly over \$300,000.
 - Lee Neureiter explained that any of the Counties that do not utilize this money would then have their portion go back into the "pot" if you will and then divided up between all of the Counties utilizing these monies.
2. Matt Quesenberry made a motion to accept Jerry Olson's resignation from the Elk Conservation Board effective 12/31/2018. Seconded by Jan Kemmer and carried unanimously.
 - Chairman, Dan Freeburg, commented and thanked Jerry for his time and service on the board. He stated he will be greatly missed. Dan Freeburg stated they will work on getting a new board member in the near future.

3. Jan Kemmer made a motion to approve the request for use of the Courthouse Lawn for the Yuletide Memories Winter Festival on November 24, 2018 seconded by Matt Quesenberry and motion carried.
4. Jan Kemmer made a motion to approve the request for use of the Courthouse Lawn for the Ridgway Downtown Decorating Committee from November 1 – January 12th, 2019 seconded by Matt Quesenberry and carried unanimously.
5. Jan Kemmer made a motion to approve the CYS Contract FY 18/19 with LifeSpan Family Services of PA seconded by Matt Quesenberry and carried unanimously.
6. Matt Quesenberry made a motion to approve the CYS Contract FY 17/18 with A Second Chance Incorporated seconded by Jan Kemmer and carried unanimously.
7. Matt Quesenberry made a motion to approve the 2019 Dates and times of usage for Conference Room #1 in the Annex building for Elk and Cameron County Rides for Vets.
 - January 7, February 4, March 4, April 1, May 6, June 3, July 1, August 5, September 9, October 7, November 4, December 2, 2019.
 - Chairman Dan Freeburg made an announcement for individuals to keep in mind this program is always looking for volunteer drivers and praising the program as a terrific program for Veterans.

APPROVAL OF BILLS – October 15, 2018 → November 2, 2018

GENERAL FUND	\$587,319.72
PAYROLL	\$245,904.83
LIQUID FUEL	\$8,000.00
ACT 13 MARCELLUS LEGACY FUND	\$3,500.00
DRUG & ALCOHOL	\$4,365.73
SUBSTANCE ABUSE	\$100.00
HUMAN SERVICE DEVELOPMENT BLK	\$12,500.00
FED. SOCIAL SERVICE/EMER. SHELTER	\$13,908.00
REPOSITORY INSPECTION	\$400.00
GAS WELL IMPACT FEE	\$13,919.52
2016 CDBG	\$626.55
2015 CDBG	\$47,157.42
HAZMAT	\$8,364.28
E-911 WIRELESS FUND	\$26,457.89
NTRP	\$19,906.54
DEBT FUND	\$75,348.70

- Jan Kemmer made a motion to approve the following bills seconded by Matt Quesenberry and carried unanimously.

COORESPONDENCE

1. The Commissioners received a congratulatory letter informing them DCED approved the Community Block Development Grant in the amount of \$632,322.00.
2. Act 101, Section 902 – Recycling Program Development and Implementation Grants were awarded. These grants reimburse counties and municipalities 90 percent of eligible recycling program development and implantation expenses. \$37 million dollars will be disbursed among those eligible counties and municipalities. Elk County is being awarded \$337,698.00

3. SGL Carbon LLC submitted notification to the Commissioners of their intent to apply for a plan approval to increase capacity of its Graphite Purification Department by purchasing an additional power supply Source 7200.
4. Notification of intent from The EADS Group to file an application with PA DEP for the National Pollutant Discharge Elimination System Permit. (Renewal Application)
– Jay Township Authority – Weedville Wastewater Treatment Plant
5. Notification from Morgan Advanced Materials that they are applying to the PA Department of Environmental Protection, Bureau of Water Quality to renew their current National Pollutant Discharge Elimination System permit #: PA0002534 for 441 Hall Avenue, St. Marys, PA 15857.
6. Notification from Penn Highlands Elk that they are applying to the PA Department of Environmental Protection, Bureau of Air Quality to renew its State Only Operating Permit for its facility at 763 Johnsonburg Road, St. Marys, PA 15857.
7. The County has received their external audit from Sharkey Piccirillo on October 22, 2018. Tom Wagner asked if there were any findings on the audit at which time the commissioners stated no there were no findings in the audit.

GOOD OF THE COUNTY

- ✓ County Offices will be closed tomorrow, Tuesday, November 6, 2018 for Election Day.
- ✓ County Offices will be closed Monday, November 12, 2018 in observance of Veteran's Day.
- ✓ The Area School Districts are hosting various Veteran's Day Programs:
 - Thursday, November 8, 2018 @ 9:00AM → Johnsonburg High School
 - Thursday, November 8, 2018 @ 11:00AM → Ridgway High School
 - Friday, November 9, 2018 @ 1:00PM → St. Marys Area School District
(The SMASD program will also be broadcast on Zito Media Channel 21 and SMAHS Live on YouTube.)
- ❖ 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

QUESTIONS FROM TAX PAYERS

ADJOURN MEETING

The meeting was adjourned at 10:23 a.m. on a motion by Jan Kemmer seconded by Matt Quesenberry and carried unanimously.

ATTEST: _____
Chief Clerk

NEXT MEETING
TUESDAY, NOVEMBER 20, 2018
10AM CONFERENCE ROOM NO. 2
COURTHOUSE ANNEX BUILDING

November 20, 2018

Office of the Elk County Commissioners
Elk County, Ridgway, Pennsylvania

The Elk County Commissions met in regular session on Monday, November 20, 2018 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Dan Freeburg, Chairperson, Janis E. Kemmer and Tom Wagner, Solicitor. Also present were Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Tracy Gerber, CDBG Coordinator and Jacob Perryman, Press.

Jan Kemmer made a motion to approve the Minutes of November 5, 2018 meeting seconded by Dan Freeburg and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Dan Freeburg carried unanimously.

NEW BUSINESS

1. Jan Kemmer made a motion to approve the contract between County of Elk Domestic Relations, the Court of Common Pleas of the 59th Judicial District and Rebekka Dean who serves as the Hearing Officer. Dan Freeburg seconded that motion. Motion carried unanimously.
2. Jan Kemmer made a motion to approve the CYS Contract for FY 18/19 with The Guidance Center – Big Brothers Big Sisters. Dan Freeburg seconded that motion. Motion carried unanimously.
3. Jan Kemmer made a motion to approve the CYS Contract for FY 18/19 with Pathways Adolescent Center Inc. Dan Freeburg seconded that motion. Motion carried unanimously.
4. Jan Kemmer made a motion to approve the 2.5% Contractual increase for George N. Dagher, Elk County Children and Youth Services Agency Solicitor. Dan Freeburg seconded that motion. Motion carried unanimously.
5. Jan Kemmer made a motion to approve the 2019 Holiday/Meeting Calendar. Dan Freeburg seconded that motion. Motion carried unanimously.
6. Jan Kemmer made a motion to approve the CDBG Competitive Block Grant Contract. Dan Freeburg seconded the motion. Motion carried unanimously.
 - a. Tracy Gerber explained the grant received is 1 of 6 grants in the entire state of PA. This grant will benefit the Village of Force. The grant is for \$632,322.00. These funds will replace 3,190 feet of water lines in Force. It will replace all of the meters, hydrants and service connectors.
 - b. Dan Freeburg commended Tracy Gerber on her ability to obtain this grant. Dan said to be 1 of 6 total awardees in the state is quite the accomplishment. He stated Tracy took this project on as an elective and she went above and beyond to make sure she was awarded the grant in the end. He stated the Village of Force and the County of Elk is very lucky to have Tracy working so diligently on their behalf.
7. Jan Kemmer made a motion to approve 2 headstone allowances for Veteran's Affairs Office. Dan Freeburg seconded that motion. Motion carried unanimously.
8. Jan Kemmer made a motion to approve the Grant Agreement between PEMA and the County of Elk in the amount of \$2,061,593.39. Dan Freeburg seconded that motion. Motion carried unanimously. Dan went on to say this grant is for the large communication and phone system in the Northern Tier.
9. Jan Kemmer made a motion to approve the appointment of Directors for the Conservation District Board. Joe Labant to another 4 year term as public director and Chris Smith to serve

a 4 year term as public director. Chris will be replacing Jerry Olson who is resigning 12.31.2018. Dan Freeburg seconded this motion. Motion carried unanimously.

- a. Dan Freeburg went on to thank Joe and Chris for their service. He also took a moment to thank Jerry Olson for all of his time and service on the Conservation District Board.

APPROVAL OF BILLS – November 5, 2018 → November 16, 2018

GENERAL FUND	\$286,289.53
PAYROLL	\$246,039.46
ACT 13 MARCELLUS LEGACY FUND	\$24,500.00
DRUG & ALCOHOL	\$78.82
TREATMENT COURT	\$571.15
PHFA	\$9,800.00
2016 CDBG	\$39,963.19
2015 CDBG	\$29,260.49
E-911 WIRELESS FUND	\$8,124.49
NTRP	\$211,042.03

→ Jan Kemmer made a motion to approve the following bills seconded by Dan Freeburg and carried unanimously.

COORESPONDENCE

1. Received notification from Geotech Engineering, Inc. that Stage 3 (Final) Bond Release is being requested for 24.5 acres.

GOOD OF THE COUNTY

- ✓ County Offices will be closed Thursday, November 22nd and Friday, November 23rd for the Thanksgiving holiday.
- ❖ 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

- Jacob Perryman questioned the CYS contracts. He wanted to know if these contracts are used on an “as needed basis”. Chairman Dan Freeburg replied that yes, these contracts that were approved with CYS are for when and if Elk County CYS needs to use these services. It is the rates is what is getting approved for the FY 2018-2019.

ADJOURN MEETING

The meeting was adjourned at 10:12 a.m. on a motion by Jan Kemmer seconded by Dan Freeburg and carried unanimously.

ATTEST: _____
Chief Clerk

NEXT MEETING
TUESDAY, December 4, 2018
10AM CONFERENCE ROOM NO. 2
COURTHOUSE ANNEX BUILDING

December 27, 2018

Office of the Elk County Commissioners
Elk County, Ridgway, Pennsylvania

The Elk County Commissions met in a special session on Thursday December 27, 2018 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Dan Freeburg, Chairperson, Janis E. Kemmer and Matthew Quesenberry. Also present were Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Brian Stockman and Jacob Perryman, Press.

Jan Kemmer made a motion to approve the agenda seconded by Matthew Quesenberry. Motion carried unanimously.

NEW BUSINESS

1. Jan Kemmer made a motion to approve the 2019 Budget for the County of Elk. Matthew Quesenberry seconded that motion. Motion carried unanimously.
 - a. Chairperson Dan Freeburg noted there were no comments from the public during the comment period. He also stated a few changes were made to the budget during that timeframe and asked Chief Clerk Lee Neureiter to elaborate a little about that.
 - b. Lee stated the following changes were made:
 - 1) The Help America Vote Act will give the County of Elk a guaranteed \$32,066.00 in 2019 therefore that has now been reflected in the budget.
 - 2) Chief Clerk position went from 35 hours per week to 40 hours per week position resulting in \$3,275.00 difference.
 - 3) Housing had an inadvertent miss and had to put in \$3,350.00 in expenditures.
 - 4) Junior probation and Adult probation should be showing a 3% increase per their contract. It was entered into the budget as 2.5% therefore, another 0.5% had to be added to those departments' wages for employees to accurately increase their wages per their contract.
 - 5) The Sherriff's office had an increase in their dues for 2019. It went up an additional \$125.00 therefore that amount has been added to the Sherriff's budget.

GOOD OF THE COUNTY

- ❖ Reorganizational Meeting at 10:00am January 2, 2019 in Conference Room #2.
- ❖ Salary Board Meeting January 2, 2019 following the reorganizational meeting.
- ❖ Retirement Board Meeting January 2, 2019 following the Salary Board Meeting.
- ❖ 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

ADJOURN MEETING

The meeting was adjourned at 10:06am on a motion by Jan Kemmer seconded by Matthew Quesenberry and carried unanimously.

ATTEST: _____
Chief Clerk

**NEXT MEETING
TUESDAY, JANUARY 2, 2018
10:00AM CONFERENCE ROOM NO. 2
COURTHOUSE ANNEX BUILDING**