

***Johnsonburg Borough
Regular Meeting
July 10, 2023
4:00 p.m.***

Call to Order
Silent Prayer
Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

- Regular Meeting June 12, 2023

Guests & Public Comment on Agenda Items

- Don Myers, Grey Knights Drum & Bugle Corp

Reports

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

Old Business

1. Waste Management contract renewal
2. Resolution 02-203 Intergovernmental Cooperation Agreement (Ridgway)
3. DEP Recycling Grant

New Business

1. Blaine Ave. daylighting quote

Public Comment on Agenda Items

Adjournment

Johnsonburg Borough
Regular Meeting
June 12, 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		

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

Minutes: A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to approve the minutes from the regular meeting on May 8, 2023. Motion carried unanimously.

Guests & Public Comment: Augustine Oglesby, 421 Second Ave., was present to discuss the Waste Management proposal to begin using 96 gallon trash carts and would like the borough to encourage residents to recycle. She also asked Chief Clopp what can be done about people lighting off fireworks on her street. He recommended she contact the department when these incidents occur.

Monthly Reports

Mayor: Mayor Paget reported that Memorial Day services went well and recognized Joe Scida as Johnsonburg's oldest living veteran. He also reminded the public of the upcoming alumni weekend celebrations and fireworks display on July 7th & 8th.

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

- The department completed their annual Use of Force/Control Tactics training.
- Members of the department attended the annual county police memorial service on May 15th.
- The new tasers are in service.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file. Superintendent Imbrogno reported that the borough's new pickup truck is being built.

Council Committees: The public works committee met with Waste Management representative Terri Fischer to discuss our upcoming contract renewal for service. The public works committee also met with National Fuel and Allegheny Contracting about road cuts on Spruce St. and High St.

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$22,566.30, Community Center Fund - \$5,633.34, Highway Aid Fund - \$1,366.20 and Community Improvement Fund - \$3,123.94. A motion was made by Councilman DePanfilis and seconded by Councilman Poague to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Solicitor: Solicitor Thomas was excused. Secretary Kilhoffer reported on a recent Zoning Hearing Board decision that was appealed to and upheld by the court concerning short-term rental properties in residential zoning districts.

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

- He is working on the specifications for the Johnsonburg Hotel demolition site cleanup now that Elk County has received its 2022 Community Development Block Grant funding and anticipates the project to bid in July.
- He reported that the meetings with Senator Dush and Representative Armanini about the former theater building at 528 Market St. went well and both were able to see the challenges and the benefits to redeveloping the site.
- He confirmed that the Johnsonburg Community Center rear driveway handicapped parking specifications will include replacing the wall by the basement stairs.

Mr. Miller reported that our 2023 Community Development Block Grant project concerning the sewer line behind the Johnsonburg Community Center has been deemed ineligible. A discussion was held on this and other potential applicable projects. We decided to continue with our slum and blight project for the demolition of the houses at the corner of Bergen St. and First Ave.

Municipal Authority: Minutes are on file. A brief discussion was held on a water leak on Mill St. and a sewer leak on Legion Ave.

A discussion was held on sewage issues at 424 Second Ave. Ryan Miller reported that code enforcement proceedings have begun against this property.

Recreation Board: Minutes and reports are on file.

Old Business: 1. A motion was made by Councilman DePanfilis and seconded Councilman DeAngelo to purchase 13 conference room chairs from Uline for \$155 per chair. Motion carried unanimously.

2. The Waste Management garbage contract renewal was tabled. Council would like our representative to take a tour of the town.

3. Ryan Miller reported that only one bid was received to the Elk County Planning Department for the West End Stormwater Project including Julia St. and W. Center St. with the bid for Julia St. being \$80,019 and W. Center St. being \$125,075. After discussion, it was decided to focus on Julia St. for 2023 and to table W. Center St. for this year.

New Business: 1. A motion was made by Councilman DePanfilis and seconded by Councilman Poague to allow the Johnsonburg Community Trust to close the 600 block of Market St. on July 8th for alumni weekend events. Motion carried unanimously.

2. A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to allow the Johnsonburg Farmers & Artisans Market (JFAM) to close Market St., in front of the brick block building, on Wednesdays from 4:00 – 6:00 p.m. from July 12th through September 13th. Motion carried unanimously.

3. A motion was made by Councilman Poague and seconded by Councilman Imbrogno to purchase five outdoor trash cans for Market St. and Center St. from Belson Outdoors for \$4,910.86 and to apply to the Johnsonburg Endowment Fund for grant funding for five additional trash cans. Motion carried unanimously.

4. A discussion was held on the condition of the residential structures at 508 Second Ave. and 210 Mill St., and the code enforcement procedures taken against each property. A motion was made by Councilman DePanfilis and seconded by Councilman Warmbrodt to declare each property (508 Second Ave. and 210 Mill St.) a public nuisance and proceed with legal action to abate. President Maletto called for a roll call which was unanimous in favor of the motion. Motion carried.

5. A discussion was held on the 2023 Community Development Block Grant application for slum and blight and, also, the 2021 CDBG funding available. A motion was made to purchase 205 Bergen St. and 201 First Ave. for the purpose of demolition using the 2021 CDBG funding of \$39,000. Motion carried unanimously.

A motion was made by Councilman DePanfilis and seconded by Councilman Poague to apply to the Elk County Planning Department for the 2021 CDBG funding for the demolition of 205 Bergen St. and 201 First Ave. Motion carried unanimously.

The 2023 Community Development Block Grant (CDBG) application for slum and blight funding will include the demolition of 200 Bergen St., 205 First Ave., and 207 First Ave.

6. A request was received from Ridgway Animal Haven for additional funding and to increase our annual budget allotment. The council did not wish to make an additional contribution at this time but will consider increasing the budget amount.

Adjournment: A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to adjourn the meeting at 6:04 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 June 2023.

Calls for Service	268	Parking Violations	0
Signal Calls	69	House Watches	2
Telephone Calls	99	Vehicle Lockouts	2
Investigations	73	Light outage	0
Hearings	7	B.O.L.O	8
Traffic Accidents	2	Asst. Fire/Ambulance	9
Written Warnings	7	Asst. other Police Dept.	24

Receipts:

Fines \$ 1,093.27
Reports \$ 15.00
Tickets \$ 0.00
Total \$ 1,108.27

Special Information:

- Annual CLEAN training completed on 06-12.
- Support letter for Elk County Housing Authority grant.
- Spoke with Summer Program on 06-21.
- Act 13 closure letter submitted.
- Owen Schreiber started academy on 07/05.

Offenses:	Number	Arrest	Handled Otherwise
Drugs	6	1	5
Assaults	2	1	1
Burglary	0	0	0
Thefts	2	0	2
Criminal Mischief	1	0	1
D.U.I.	1	1	0
Disorderly Conduct	1	1	0
Mental Health	5	0	5
Sex Offenses	0	0	0
Family and Children	20	2	18
All Other Offenses	18	3 (17 MV Arrests)	15
Totals	56	26	47

Respectfully

John C. Clopp



Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

June 2023 Johnsonburg Fire Department Report

Incident Type Count per Station for Date Range

Start Date: 06/01/2023 | End Date: 06/30/2023

INCIDENT TYPE	# INCIDENTS
Station: EC2 - ELK COMPANY 2	
111 - Building fire	2
311 - Medical assist, assist EMS crew	1
322 - Motor vehicle accident with injuries	1
444 - Power line down	2
551 - Assist police or other governmental agency	1
600 - Good intent call, other	1
622 - No incident found on arrival at dispatch address	1
733 - Smoke detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	1
# Incidents for EC2 - Elk Company 2:	11

Calls in Johnsonburg Borough - 9

Calls in North Ridgway Township – 0

Automatic / Mutual Aid Calls – 2

Total Man Hours for All Calls June 2023 – 27.43

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

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

Respectfully

Christopher G. Kreckel

Chief

Boro report

street

Marked pa one calls

Worked on 2003 street sweeper

Installed clock and benches back at market street and center

Installed welcome to johnsonburg sign

Cleanded side walks off on center and market street

Hauled electronics to stmarys recycle

Patched some alleys

Installed new sink in garage

Swept some streets after rain storm

Held dumpster day

Swept market and center street

Installed garbage cans on market street

Painted handicap parking spaces on market street

Treasurer's Report

June 2023

Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance
General	\$562,194.64	\$72,939.66	\$140,118.04	\$495,016.26
Street Light	\$92,040.45	\$606.66	\$3,679.87	\$88,967.24
Library	\$24,111.89	\$302.57	\$24,007.81	\$406.65
Retirement	\$107,628.62	\$70,074.48	\$501.55	\$177,201.55
Highway Aid/Liquid Fuels	\$76,576.33	\$3.13	\$1,366.20	\$75,213.26
Borough Equipment	\$114,480.57	\$407.41	\$510.06	\$114,377.92
Fire Services	\$188,751.40	\$392.22	\$20,711.69	\$168,431.93
Community Center	\$65,015.05	\$9,001.41	\$13,929.24	\$60,087.22
Payroll	\$4,436.42			\$1,796.78
Per Capita	\$4,730.12	\$251.00	\$9.30	\$4,971.82
Debt Service Fund	\$108,953.84	\$858.97	\$1,022.11	\$108,790.70
Community Improvement	\$148,604.59	\$7,025.22	\$3,941.92	\$151,687.89

Outstanding Expenses & Liabilities

Fund	Amount	Description
General	\$3,392.67	2022 Selective Insurance Welcome sign traffic accident
General	\$9,552.30	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 – July 10, 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

- The County officially rejected the single bid received for the West End Storm Sewer Replacement Project at the June 6th Commissioner's Meeting. The project has been re-scoped to only include the Julia Street portion and has been re-advertised. A pre-bid meeting was held on July 6, 2023 with multiple contractors attending. In addition, we've field calls from several other interested contractors. Bids are due to the County on July 17th and will be opened publicly at the July 18th Commissioner's Meeting.
- The County has advertised the Former Johnsonburg Hotel Demolition Cleanup Project and a pre-bid meeting was held on site on June 28, 2023 with multiple contractors in attendance. We've had a dozen or more contractors request bid documents; however, a number of these were located more than a couple of hours away so actual interest may vary. As a result of the conversation during the pre-bid meeting we have made a number of modifications to the project scope to break out separate line items in the event of higher than anticipated bids. Contractors have until July 17th to submit bids which will be opened at the July 18, 2023 Commissioner's Meeting.
- We been in contact with TranSystems concerning the final design plans and specifications. The engineers will be developing the plans so that the Borough is able to easily break out areas in the event phased construction is a more attainable route to go. TranSystems is also preparing the documentation the Corps requested during our virtual meeting in June which will provide them an opportunity to "officially" review the proposed modifications to the existing Flood Control Project. Based on the conversation with the Corps we don't anticipate any major issues being brought up or major comments that need to be addressed.
- As a result of some of the other project-related issues we've encountered we are still working to complete the demolition specs for 512 Market Street (Allegretto Building), we anticipate having those ready for distribution before the August meeting.
- We are still finalizing the design plans and specifications for the CDBG funded parking lot at the corner of Second Avenue and Spruce Street. The County Planning Department will be responsible for advertising this project and are waiting for the Borough to have the design finalized before proceeding.
- We continue to work to finalize the design, scope of work and project specifications for the JCC rear driveway resurfacing project. We expect this to be completed before the end of July; copies of the specs will be provided to the Public Works Committee for review and comment prior to solicitation of bids.



- We recently worked with Cly Hornung on the completion of another grant request through the Mee Foundation for additional replacement work for the remaining JCC Heating Upgrade Project. We received two (2) estimates from the RFP we sent out and those were used to estimate the costs associated with the grant request. The application is currently being reviewed and awards are anticipated to be announced in August.
- We are in the process of finalizing the Borough's 2023 CDBG grant application. Based on responses we received for proposed projects we are proceeding with just submitting a slum and blight application. We are using the estimates received from the Request for Proposals we sent out for the proposed demolition of five (5) abandoned residential structures located at the corner of Bergen Street and First Avenue. The application will be a lump sum request but include all five (5) properties included in the RFP. Applications are due by July 12, 2023 and we will be attending the Planning Commission Meeting on July 24, 2023 on behalf of the Borough to present the application.

Code Enforcement

- We have been collaborating with the Solicitor on the property abatements discussed at the June Council Meeting. A final determination of how to proceed is still being worked out by the Solicitor and we will provide assistance as he deems necessary as we work our way thru this process. There has been no change in either property discussed over the last month.
- Residents are reminded grass maintenance includes areas along sidewalks and curbs as these are the responsibility of the property owner. Residents are also reminded that garbage is not permitted to be placed curbside more than 24 hours prior to scheduled pickup. With summer temperatures rising garbage can become even more rancid and cause a public nuisance due to smell and attraction of rodents, cats and other wildlife to the area. Both issues have been observed to increase in recent weeks and may result in Enforcement communication.

Respectfully Submitted,

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

Ryan Miller, PE

JOHNSONBURG MUNICIPAL AUTHORITY

Regular Meeting Minutes

Wednesday May 10, 2023

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 – In attendance were Jack Fowler, Rick Ziegler, JR DePanfilis, Eric Poague, Paul Villella
TJ Weaver – excused, Earl Park – excused
Brian Buesink, Ken Caldwell, Peter Reith

VISITORS – Joyce Maletto (Johnsonburg Press), Brian Stockman (Ridgway Record), Becky Richards

A motion was made by Rick Zeigler and seconded by JR DePanfilis to approve the agenda (carried).

VISITOR COMMENTS (on agenda related items) – None

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS – A motion was made by JR DePanfilis and seconded by Rick Zeigler to approve the minutes from the April 12, 2023 Regular Meeting and the April 26, 2023 Special Meeting (carried).

MANAGER'S REPORT – Copy attached

WATER REPORT – Copy attached

A motion was made by JR DePanfilis and seconded by Paul Villella to pay \$ 1,500 to repair the truck driven by Chris (carried).

SEWER REPORT – Copy attached

A motion was made by Eric Poague and seconded by Rick Zeigler to have the blowers at the sewer plant serviced at a cost of \$ 3,920.00 (carried).

A motion was made by JR DePanfilis and Rick Zeigler to have the backhoe repaired at a cost of \$ 4,206.40 (carried).

ENGINEER'S REPORT – Copy attached

SOLICITOR'S REPORT – He is still investigating the property on Bergen Street that was offered to the Authority.

A motion was made by JR DePanfilis and seconded by Eric Poague to ask Solicitor Reith to engage in a settlement discussion with Zerfoss Property's attorney regarding their amount due (carried).

A motion was made by JR DePanfilis and seconded by Rick Zeigler to rescind the rate increase that was voted for at the April 26, 2023 special meeting. The board will gather more information to determine the need for a rate increase (carried).

COMMITTEE REPORTS

- A. Administrative – Brian Buesink, JR DePanfilis and Jack Fowler met with Fred Maletto III, Mike and Kelly from Jones Township Municipal Authority. Much was discussed about recent increases. The major complaint they had is their two rate increases within 4 months. They also stated that they would either like a flat rate charge or pay per 1,000 gallons, but not both.
- B. Finance – None
- C. Fire Department – None
- D. Hiring – None
- E. Johnsonburg Borough – None
- F. Operations – None
- G. Grants – None

TREASURER'S REPORT – Approval of the Treasurer's Report was tabled until next month, as it was not included in the agenda packet.

BILLS FOR PAYMENT – A motion was made by JR DePanfilis and seconded by Paul Vilella to pay the bills in the amount of \$ 49,840.84 (carried).

Bank Balances as of: April 30, 2023

Northwest

Sewer Money Market - \$ 64,272.29

Payroll - \$ 119,141.31

Water Pennvest - \$ 510.67

Sewer Pennvest - \$ 2,026.41

Operating Checking - \$ 211,022.17

Sewer Savings - \$ 52,532.57

Water Savings - \$ 753,773.97

CNB

CD - \$ 26,072.96

Savings Acct. - \$ 1,115.67

Water Project Checking (COA) - \$ 128,955.63

Sewer Checking - \$ 2,421.17

Waterline Extension - \$ 14.00

Debt Payments

CNB Mortgage - \$ 327.92

CNB Line of Credit Interest - \$ 970.03

CNB WWTP Upgrade - \$ 3,459.20

Pennvest - \$ 15,529.32

Pennvest - \$ 8,580.54

Pennvest - \$ 11,718.30

BOARD DISCUSSION - A motion was made by JR DePanfilis and seconded by Rick Zeigler to enter into an engagement with Geci & Assoc. for assistance with audit preparations (carried).

A motion was made by JR DePanfilis and seconded by Eric Poague to make 6 equal payments (semi-annually for 3 years) back to the accounts that were used to purchase the new truck (carried).

BUSINESS AFFAIRS – A motion was made by Eric Poague and seconded by Rick Zeigler to have our solicitor review the Jones Township agreement and recommend a plan of action (carried).

COMMENTS FROM VISITORS - Becky Richards spoke to the board. She indicated she had a water leak and was asking for a reduction of her amount due. The board will make a decision on this at next month's meeting.

EXECUTIVE SESSION – A motion was made by JR DePanfilis and seconded by Rick Zeigler to enter into executive session at 5:15 (carried). A motion was made by JR DePanfilis and seconded by Rick Zeigler to exit executive session and enter into the regular meeting at 6:00 (carried). Personnel was discussed and no decision was made.

ADJOURNMENT OF MEETING- A motion was made by Eric Poague and seconded by Rick Zeigler to adjourn the meeting at 6:01 (carried).

Jack Fowler,
Chairperson
TLM

May 2, 2023

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

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, May 2, 2023 at 10:00 AM, at the Johnsonburg Borough Building/Police Department. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, IT; Aidan Bobik, County Intern; AlJoe Maletto, President Johnsonburg Borough Council; Richard Warmbrodt, Johnsonburg Council Member; Rachael Kilhoffer, Johnsonburg Borough Secretary; Chief Clopp, Johnsonburg Chief of Police; Courtney Dunsworth, Genna Smith and Sheri Lawson, Alcohol & Drug Abuse Services, Inc.; Marilyn Secco and Brian Stockman, Press.

APPROVAL OF AGENDA

A motion was made by M. Fritz Lecker to approve the agenda, seconded by Matthew G. Quesenberry and carried unanimously.

APPROVAL OF MINUTES

A motion was made by Matthew G. Quesenberry to approve the April 18, 2023 minutes as presented, seconded by M. Fritz Lecker and carried unanimously.

PRESENTATIONS – N/A

RESOLUTIONS

1. Resolution Number 2023-12 – National Prevention Week - **A motion was made by M. Fritz Lecker seconded by Joseph C. Dagher and carried unanimously.**

OLD BUSINESS – N/A

NEW BUSINESS

1. Application for use of the Courthouse lawn by the Ridgway Community Vacation Bible School July 24-28, 2023 from 6-8pm for games for the children who are attending VBS - **A motion by Joseph C. Dagher, seconded by M. Fritz Lecker carried unanimously**
2. New 3-year contract with Municipal Services Bureau (MSB) to provide payment processing services for collection for County taxes owed. All processing fees are borne by payor and vary by method of payment. There are no recurring fees to County. Former vendor was Velocity Payment Systems. - **M. Fritz Lecker made a motion, seconded by Matthew G. Quesenberry, carrying unanimously**

3. Application for Liquid Fuels Tax Funds for Millstone Township for the purchase of a plow and or spreader for the Township truck in the amount of \$7,000 – **A motion to combine New Business Items 3, 4, and 5 and to approve the same items was made by Joseph C. Daghir, seconded by Matthew G. Quesenberry carried unanimously**
4. Application for Liquid Fuels Tax Funds for Fox Township for paving of Cherry Road (T-516) and Upper Cherry Road (T-517) in the amount of \$7,000 – **A motion to combine New Business Items 3,4, and 5 and to approve the same items was made by Joseph C. Daghir, seconded by Matthew G. Quesenberry carried unanimously**
5. Application for Liquid Fuels Tax Funds for Jones Township for the purchase of 2,000 tons of #8 limestone in the amount of \$7,000 – **A motion to combine New Business Items 3,4, and 5 and to approve the same items was made by Joseph C. Daghir, seconded by Matthew G. Quesenberry carried unanimously**
6. Increase of credit line on CNB Corporate credit card from \$15,000 to \$25,000 - **Matthew G. Quesenberry made a motion seconded by M. Fritz Lecker carried unanimously**

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

GOOD OF THE COUNTY

- A County Flag was presented to the members of the Johnsonburg Borough/Police Department by the Elk County Commissioners
- Johnsonburg Police Chief Clopp and members of the Borough thanked the Commissioners for the ARPA money they had received allowing them to purchase cameras that were installed throughout the borough - local businesses and the Borough have provided free internet access for the cameras
- The next Commissioner meeting will be held on **Wednesday**, May 17th not Tuesday the 16th due to the Primary Election on the 16th
- We encourage everyone to vote on Tuesday, May 16th
- Taxpayer comments will be limited to 5 minutes per constituent
- 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 –

The Commissioners were asked what was being done to prevent contraband from entering the Elk County Prison – The Commissioners announced that a full body scanner has been ordered and should be operational in the near future.


QUESTIONS FROM TAXPAYERS –

Johnsonburg Borough Secretary Rachel Kilhoffer inquired about the possibility of having the County implement Act 152 which would allow a \$15 fee to be collected on real estate transfers; these funds could be designated for demolition projects within the county. Also discussed was the possibility of the County implementing a \$5 fee for county-wide car registrations, and having these monies be designated for municipal road and bridge repairs.

ADJOURN MEETING

The meeting was adjourned at 10:56 AM on a motion by M. Fritz Lecker, seconded by Joseph C. Daghir and carried unanimously.

ATTEST: _____



Chief Clerk

Next Meeting:

Wednesday, May 17, 2023

10:00 AM Conference Room #2 Courthouse Annex

May 17, 2023

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

Elk County, Ridgway, PA

The Elk County Commissioners met on Wednesday, May 17, 2023 at 10:00 AM, Conference Room #1 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, IT; Aidan Bobik, County Intern; Todd Caltagarone, Sheriff; Nancy Baker, CYS Director; Kim Frey, Elections Director; Sue Milliard, Deputy Elections Director; Lucia Hayes, St. Mary's High School student job shadowing Solicitor Tom Wagner; Marilyn Secco and Jake Mercer, Press.

APPROVAL OF AGENDA

A motion was made by Matthew G. Quesenberry to approve the agenda, seconded by M. Fritz Lecker and carried unanimously.

APPROVAL OF MINUTES

A motion was made by Joseph C. Dagher to approve the May 2, 2023 minutes as presented, seconded by M. Fritz Lecker and carried unanimously.

PRESENTATIONS – N/A

RESOLUTIONS

1. Resolution Number 2023-13 – National Police Week - A motion was made by Joseph C. Dagher seconded by M. Fritz Lecker and carried unanimously.

OLD BUSINESS – N/A

NEW BUSINESS

1. Application for use of the Courthouse lawn by Elk County CYS May 10-31, 2023 to hang a banner recognizing May as Foster Care month - A motion by Joseph C. Dagher, seconded by M. Fritz Lecker carried unanimously
2. Application for Liquid Fuels Tax Funds for the Borough of Ridgway to pay loan payment for 2020 Paving Project in the amount of \$7,000 - A motion by M. Fritz Lecker, seconded by Matthew G. Quesenberry carried unanimously
3. New lease contract with Quadient Leasing USA, Inc. to acquire new mailing system for the 59th District Court Office, Johnsonburg - A motion by Matthew G. Quesenberry, seconded by Joseph C. Dagher carried unanimously

4. Addendum to FY22/23 Keystone Adolescent Center, Inc. for CYS – Nancy Baker explained this addendum is to add female beds to the existing contract for male beds – A motion by Joseph C. Dagher, seconded by M. Fritz Lecker carried unanimously

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

Commissioner Matthew G. Quesenberry noted that correspondence of public interest that has a 30-day comment period is put on the agenda and not necessarily all the correspondence that is received in the Commissioner's office is noted on the Agenda.

1. PA Department of Human Services regarding Office of Development Program (ODP) Quality Assessment and Improvement review of the Cameron/ Elk Counties MH/MR organization. This review is conducted every 3 years and aimed at assessing the organization's ability to conduct certain operational and administrative functions. The ODP concluded its review on January 18, 2023 and indicated that Cameron/ Elk Counties MH/MR was in compliance with most areas. The report is available for review by all stakeholders.
2. PA Department of Human Services regarding payment of a driver retention and hiring bonus for the Medical Assistance Transportation Program (MATP) fiscal year 2022-2023. The amount of this payment totaled \$42,157.20 for the Elk County program.
3. Eastern Gas Transmission and Storage regarding intent to apply to PA DEP for a PA Chapter 105 General Permit (GP-11) for wetland impacts associated with the LN-50 Cathodic Protection Project. This notice is required under the requirements of Acts 14, 67, 68 and 127 of the Municipal Planning Code. Project location is in Benezette Township. PA Act 14 requires a 30-day public comment period.
4. LDG on behalf of National Fuel Gas Supply Company regarding intent to apply to PA DEP for a PA Chapter 105 General Permit (GP-11) in order to complete maintenance on its existing V24S pipeline. This will include any permits required under PA Code Title 25, Environmental Protection, Dam Safety and Waterway Management. Project location is in Horton Township. PA Act 14 requires a 30-day public comment period.

GOOD OF THE COUNTY

- Kim Frey stated there was a 32% turn out for the Primary election with no issues being reported – Elk County was the first in the state to report results and a big part of that is the 145 poll workers that put in a 14-to-16-hour day – A big thank you to all poll workers!
- 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 –

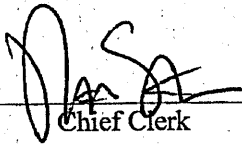
- The press asked Kim Frey to restated the percent of voter turnout, which she confirmed as 32%

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:28 AM on a motion by Joseph C. Daghir, seconded by Matthew G. Quesenberry and carried unanimously.

ATTEST: _____


Chief Clerk

**Next Meeting:
Tuesday, June 6, 2023
10:00 A.M. Conference Room #2 Courthouse Annex**

June 6, 2023

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

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, June 6, 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 Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Aidan Bobik, County Intern; Nancy Baker, CYS Director; Kris Roselli, Tax Claim Director; Becki Taylor, CDBG Coordinator; Jim Chorney, Executive Director North Central; Kathy Kroeger and Judy Smith, CEMHMR; a representative from Continental Construction, AlJoe Maletto, President Johnsonburg Borough Council; Ryan Miller, Consulting Engineer Johnsonburg Borough; Marilyn Secco and Brian Stockman, Press.

Excused was Commissioner M. Fritz Lecker.

APPROVAL OF AGENDA

A motion was made by Matthew G. Quesenberry to approve the agenda, seconded by Joseph C. Daghir and carried unanimously.

APPROVAL OF MINUTES

A motion was made by Joseph C. Daghir to approve the May 17, 2023 minutes as presented, seconded by Matthew G. Quesenberry and carried unanimously.

PRESENTATIONS – N/A

RESOLUTIONS

1. 2023-14 Support of Increased Funding for Mental Health Services in FY 23/24 State Budget - **A motion by Joseph C. Daghir, seconded by Matthew G. Quesenberry carried unanimously**
2. 2023-15 Child Welfare Professionals Appreciation Week, Recognizing the Staff of Elk County Children and Youth Services - **A motion by Joseph C. Daghir, seconded by Matthew G. Quesenberry carried unanimously**

OLD BUSINESS – N/A

NEW BUSINESS

1. Bid opening for the Johnsonburg West End Storm Sewer Project – **This was a rebid - One bid was received from Continental Construction in the amount of \$787,728.90. After a brief adjournment Becki Taylor, CDBG Coordinator, asked that the bid be**

tabled until the next Commissioner meeting, June 20th for further review - Matthew G. Quesenberry made a motion to table the bid until the next Commissioner meeting, seconded by Joseph C. Dagher carrying unanimously

2. Application for use of the Courthouse lawn by Elk County Council on the Arts June 9th, 2023 for open seating for Mic Night at the Gazebo - A motion by Joseph C. Dagher, seconded by Matthew G. Quesenberry carried unanimously
3. Application for use of the Courthouse lawn by Elk County Council on the Arts October 12th 2023 for seating and setup for an outdoor painting activity- A motion by Joseph C. Dagher, seconded by Matthew G. Quesenberry carried unanimously
4. Application for Liquid Fuels Tax Funds for Highland Township for 210 tons of 2A limestone for Sackett Road in the amount of \$7,000 - A motion by Matthew G. Quesenberry seconded by Joseph C. Dagher carried unanimously
5. Renewal agreement with Palmetto Posting Inc., to post delinquent tax notices on the properties for the County of Elk - A motion by Joseph C. Dagher, seconded by Matthew G. Quesenberry carried unanimously
6. New agreement with Child Welfare Education for Leadership Program (CWEL) for CYS employee to attend graduate level social work classes tuition free - A motion by Matthew G. Quesenberry seconded by Joseph C. Dagher carried unanimously -
7. New contract with Premier Corrections Consulting, LLC for on-site review, evaluation, and recommendations on current Elk County Prison processes. The focus of this engagement is to explore increased efficiencies within the facility. Contracted amount for specified scope of work is \$22,800 plus travel time, travel expenses, and \$75 per diem. - A motion by Joseph C. Dagher, seconded by Matthew G. Quesenberry carried unanimously

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

1. USDA regarding notification of pending payment to the County of Elk by the U.S. Treasury (through Commonwealth of PA) representing its allocation of ANF forest receipts for fiscal year 2022 based on number of acres. The payment to the County will be issued in the amount of \$433,694.07 and represents a payment of cash in lieu of taxes. These funds are distributed to school districts and townships for education and road maintenance.

GOOD OF THE COUNTY

- Jim Chorney gave an update on available programs through North Central
- 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 –

- The press asked the date of Child Welfare Professionals Appreciation Week, which is June 5th – 9th
- The press asked the start date for Premier Corrections Consulting engagement – It is unknown at this time when this will start
- The press asked if the full body scanner at the Elk County Jail was installed – yes and training occurred last week – Will the press be invited to see it – This will need to be coordinated with the Warden to confirm if that would be possible

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:37AM on a motion by Matthew G. Quesenberry, seconded by Joseph C. Daghir and carried unanimously

ATTEST: _____



Chief Clerk

**Next Meeting:
Tuesday, June 20, 2023
10:00 A.M. Conference Room #2 Courthouse Annex**