

**Johnsonburg Borough  
Regular Meeting  
October 12, 2021  
4:00 p.m.**

Call to Order

Roll Call

Approval of Minutes

- Regular Meeting September 13, 2021

Guests & Public Comment on Agenda Items

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. 433 Second Ave. (demolition quotes)
2. Flood control culvert study
3. Town & County Government Solutions proposal

New Business

1. Hire Johnsonburg Community Center Assistant Recreation Director
2. Revision to Chapter 10 of Borough Code: Authority, Municipal
3. Center St. (Johnsonburg Hotel) repository property purchase
4. Center St. street light upgrade

Public Comment on Agenda Items

Adjournment

Johnsonburg Borough  
Regular Meeting  
September 13, 2021  
4:00 p.m.

Call to Order

Silent Prayer & Pledge of Allegiance

Roll Call/Attendance	Title	Present	Absent	Excused
Carnessali, Stephanie	Councilman		X	
Cherry, Scott	Councilman	X		
Clopp, John	Police Chief	X		
DeAngelo, James	Councilman	X		
DePanfilis, James R.	Councilman	X		
Feronti, Elizabeth	Solicitor			X
Fowler, Jack	Mayor	X		
Imbrogno, Louie	Councilman	X		
Imbrogno, Tom	Street Superintendent			X
Kilhoffer, Rachel	Secretary	X		
King, Ronald	Councilman	X		
Maletto, Alfred J.	President	X		
Miller, Ryan (ARS Engineering)	Engineer/ Code Enforcement	X		
Johnsonburg Municipal Authority	Manager Dan Newell	X		

Minutes: A motion was made by Councilman King and seconded by Councilman Cherry to approve the minutes from the regular meeting held August 10, 2021. Motion carried unanimously.

Guests: None present.

Monthly Reports

Mayor: Mayor Fowler reported the alumni weekend held this past weekend went very well with activities being held on Market St. and at the fire hall.

Police: Monthly report is on file. Chief Clopp's report included the following:

- The department is waiting for the new patrol car to be delivered.
- He recently toured the Bradford City Police Department to inspect their camera system. At the request of the District Attorney's office, the borough will send a letter declaring our interest in installing this type of system.
- He wrote a grant support letter for the Buffalo & Pittsburgh railroad to update crossing switches on Grant St.
- The department continues to search for part-time officers.

Fire Chief: Secretary Kilhoffer will report to Chief Kreckel that he inadvertently sent the wrong month's report.

Superintendent: Monthly report is on file. Secretary Kilhoffer reported that the crew recently installed the flood control gates on W. Center St. and Clarion Rd. at the request of the Army Corp of Engineers and the test run was successful.

Council Committees: President Maletto stated that the public works committee will be meeting to discuss parking issues at the request of the police department, and he will set up a special committee to review the camera system and the community center camera system.

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$7,134.13, Community Center Fund - \$9,885.24, Borough Equipment Fund - \$1,249.58, Highway Aid Fund - \$1,059.00, Community Improvement Fund - \$2,200.00 and Street Light Fund - \$4,000.00. A motion was made by Councilman Imbrogno and seconded Councilman Cherry to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Secretary Kilhoffer reported that the 2020 audit has been submitted from our auditor, CPA Joseph Lazore, and available for review.

Solicitor: Solicitor Feronti was excused but will be available by phone for executive session.

Engineer & Code Enforcement Report: Monthly report is on file.

Engineer Miller updated Council on the Harrison Ave. Realignment Project construction. A lengthy discussion was held on the project and the causes for the delays including the Right of Entry agreement with the railroad and the inability to schedule trained flaggers.

The Johnsonburg Community Center Heating Upgrade project is scheduled to being installation as soon as equipment arrives.

The 2021 Community Development Block Grant (CDBG) projects were discussed with Engineer Miller reporting that we were approved for two of the three submitted projects. The W. Center St. stormwater project was fully funded at \$125,750.00 and the Second Ave. Parking Lot Project received the balance of the county funding at \$17,594.00. A discussion was held on bidding the stormwater project including the 2019 CDBG Grove St. Stormwater Project and the 2020 CDBG Julia St. Stormwater Project.

Under code enforcement, Secretary Kilhoffer reported that Health Officer Jennifer Challingsworth posted the house at 422 Second Ave. as uninhabitable this week due to pests and living conditions.

Municipal Authority: Johnsonburg Municipal Authority Manager Dan Newell reported that the authority received their operations permit for the new water treatment plant. Other authority issues discussed include water pressure problems on Dill Hill and allowing select customers to run lines during winter months to prevent lines from freezing.

Recreation Board: Minutes are on file.

A few items were presented to council with no action taken due to not enough information available. Council will request more information from the recreation board on these items and request that they make motions for purchases in their minutes.

Old Business: 1. Engineer Miller updated Council on a meeting with PennDOT and Johnsonburg Municipal Authority to discuss the sidewalk in front of the new water treatment plant along Glen Hazel Rd. The existing catch basin will stay in place with a four-foot sidewalk in front with a small additional catch basin in front of it which should address the borough's concerns.

2. A motion was made by Councilman Imbrogno and seconded by Councilman DeAngelo to purchase 433 Second Ave. from the Elk County Repository and to get demolition bids from contractors. Motion carried unanimously. This will coincide with the 2021 CDBG Second Ave. Parking Lot Project.

3. A discussion was held on the houses being held in the Elk County Repository and the required property inspections. Secretary Kilhoffer will check with the Elk County Tax Claim Bureau to see if some of the properties can be tagged as demolition only without the inspection.

4. Council will meet with Town & County Government Solutions Inc. before deciding on their proposal.

New Business: 1. A motion was made by Councilman DeAngelo and seconded by Councilman King to set trick or treat night for October 30<sup>th</sup> from 5:00 – 7:00 p.m. by porchlight invitation only. Motion carried unanimously.

2. A motion was made by Councilman DeAngelo and seconded by Councilman DePanfilis to accept the 2022 Minimum Municipal Obligation (MMO) worksheets for the non-uniform plan at \$6,692.00 and the uniform plan at \$119,078.00. Motion carried unanimously.

3. Anti-skid bids were opened and tabled for review by the solicitor. The following bids were received:

<b>Name</b>	<b>Bid</b>
Bucktail Excavators	\$24.38/ton
Glenn O. Hawbaker	\$32.86/ton
Paper City Transfer	\$29.25/ton

A motion was made by Councilman Cherry and seconded by Councilman King to move into executive session to discuss personnel and litigation at 5:55 p.m. Motion carried unanimously.

A motion was made by Councilman DeAngelo and seconded by Councilman DePanfilis to returned to regular session at 6:52 p.m. Motion carried unanimously.

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

A motion was made by Councilman DeAngelo and seconded by Councilman Imbrogno to approve having our solicitor prepare documents to change the borough ordinance pertaining to the Johnsonburg Municipal Authority in where the ordinance calls for seven board members to be changed to five board members. President Maletto called for a roll call vote which was unanimous.

A motion was made by Councilman King and seconded by Councilman Imbrogno to award our 2021-2022 anti-skid bid to Paper City Transfer. Motion carried unanimously.

Adjournment: A motion was made by Councilman Imbrogno and seconded by Councilman Cherry to adjourn the meeting at 7:02 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 September 2021.

Calls for Service	257	Parking Violations	0
Signal Calls	75	House Watches	4
Telephone Calls	76	Vehicle Lockouts	2
Investigations	61	Light outage	1
Hearings	15	B.O.L.O	17
Traffic Accidents	0	Asst. Fire/Ambulance	8
Written Warnings	5	Asst. other Police Dept.	15

**Receipts:**

Fines	\$1,280.89
Reports	\$ 0.00
Tickets	\$ 0.00

**Special Information:**

- Assisted with school board meeting on 9/9/21.
- Assisted with Alumni weekend.

*Total* \$1,280.89

Offenses:	Number	Arrest	Handled Otherwise
Drugs	2	1	1
Assaults	1	1	0
Burglary	1	0	1
Thefts	3	0	3
Criminal Mischief	3	1	2
D.U.I.	1	1	0
Disorderly Conduct	2	2	0
Mental Health	8	0	8
Sex Offenses	0	0	0
Family and Children	14	3	11
All Other Offenses	9	6 (10 MV Arrests)	3
<b>Totals</b>	<b>44</b>	<b>25</b>	<b>29</b>

Respectfully



# Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

## August 2021 Johnsonburg Fire Department Report

Date	Alarm Type	Location	Time on Scene
8/9/21	Activated CO Alarm	610 Spruce St. Johnsonburg	22 min.
8/20/21	Traffic Control	Route 948 Ridgway Twp.	1 hr. 8 min.
8/23/21	Natural Gas Leak	Dill Hill Rd. Johnsonburg	1 hr. 37 min.
8/24/21	Mutual Aid Structure Fire	Route 6 Kane	4 hours
8/27/21	Activated Fire Alarm	99 Clarion Rd. Johnsonburg	17 min.
8/27/21	Traffic Control	Power Ave. Johnsonburg	51 min.
8/27/21	Activated Fire Alarm	99 Clarion Rd. Johnsonburg	4 min.
8/30/21	Activated Fire Alarm	426 Water St. Ext. Johnsonburg	15 min.

Calls in Johnsonburg Borough - 5

Calls in North Ridgway Township - 2

Automatic / Mutual Aid Calls - 1

Total Calls - 8

Total Man Hours for All Calls August 2021 - 54hr.20 min.

Total Monetary Fire Loss Johnsonburg Borough August 2021 - \$0

Total Monetary Fire Loss North Ridgway Township August 2021 - \$0

No Injuries were reported for members

Respectfully

Christopher G. Kreckel

Chief



# Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

## September 2021 Johnsonburg Fire Department Report

Date	Alarm Type	Location	Time on Scene
09/10/21	Mutual Aid Structure Fire	3 Thompson Park Kane	58 min.
09/12/21	Smoke In Structure	2705 Water St. Ext. Johnsonburg	45 min.
09/15/21	Assist EMS	710 2 <sup>nd</sup> Ave. Johnsonburg	13 min.
09/19/21	Motor Vehicle Accident	2516 Water St. Ext. Johnsonburg	35 min.

Calls in Johnsonburg Borough - 1

Calls in North Ridgway Township -2

Automatic / Mutual Aid Calls -1

Total Calls - 4

Total Man Hours for All Calls September 2021 - 25hr.15 min.

Total Monetary Fire Loss Johnsonburg Borough September 2021 - \$0

Total Monetary Fire Loss North Ridgway Township September 2021 - \$0

No Injuries were reported for members

Respectfully

Christopher G. Kreckel

Chief

Borough Street Crew Report  
October 2021

The borough crew reports working on the following projects:

- Marked PA One calls
- Held dumpster day
- Painted pump house
- Swept streets
- Fixed alleys
- Cleaned catch basins on Chestnut St
- Installed brakes on police car
- Chipped brush along tracks
- Cut grass

**Treasurer's Report**  
**September 2021**

Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance
General	\$421,602.83	\$74,775.38	\$137,598.08	\$358,780.13
Street Light	\$69,660.33	\$459.83	\$7,798.94	\$62,321.22
Library	\$1,998.35	\$231.33	\$10.88	\$2,218.80
Retirement	\$181,712.41	\$43,240.00	\$123,893.19	\$101,059.22
Highway Aid/Liquid Fuels	\$87,809.82	\$7.17	\$1,059.00	\$86,757.99
Borough Equipment	\$88,313.94	\$1,708.37	\$1,264.41	\$88,757.90
Fire Services	\$142,782.74	\$296.03	\$13.27	\$143,065.50
Community Center	\$120,905.38	\$16,152.01	\$18,589.92	\$118,467.47
Payroll	\$8,421.43			\$7,669.43
Per Capita	\$5,459.49	\$93.50	\$4.68	\$5,548.31
Debt Service Fund	\$104,066.12	\$659.06	\$30.54	\$104,694.64
Community Improvement	\$158,265.72	\$577.56	\$2,378.73	\$156,464.55

**Outstanding Expenses & Liabilities**

Fund	Amount	Description
General	\$38,161.00	Fire Insurance Escrow/Bauer
General	\$18,375.48	2018 Act 13 funding/DCED strategic plan
General	\$7,703.84	2019 Act 13 funding/flood control management
General	\$6,042.06	2021 Act 13 funding
General	\$119,898.58	ARPA
<b>Monthly Bills</b>		
General		Highway Aid
Community Center		Community Improvement
Borough Equipment		Other



## **Engineer's Report – October 12, 2021 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:

### ***Harrison Avenue Realignment Project***

- We met with Dean's owner and construction manager to discuss the scope of remaining work, marking construction limits and determining construction staging, including options to quickly clear any debris which may fall onto the tracks during embankment work. Dean met with railroad officials afterwards to discuss flagging and access requirements.
- The Railroad's flagger consultant has committed flaggers for a minimum of 10 days if needed as requested by Dean. It is anticipated the embankment work will not take that long but flaggers have been reserved in the event issues come up during construction.
- We recently met with JMA officials to discuss the location of their new waterline with respect to the proposed embankment grading. The new waterline was realigned during construction and is located approximately at the top of proposed embankment which resulted in questions during the One-Call marking. We indicated Continental had placed the line deeper as a result of the new waterline being shifted closer to the embankment.
- Dean's sub-contractor is scheduled to mill existing sections of Harrison Avenue on Wednesday, October 13<sup>th</sup>, one lane of traffic will be maintained thru the site during these operations. Limits of milling will be from the end of new paving along Terra Cotta Road to the new roadway and from the new roadway to the bottom of Grant Street where new paving was completed at the railroad intersection. The new roadway will be graded to remove millings placed over the winter, re-establish cross slopes and will be rolled again prior to paving.
- Dean cleaned and replaced the majority of existing catch basin filter bags within the project area in mid-September after our request. While on site they also filled holes in the temporary road, including areas along the new waterline where the final patch installed by others has deteriorated.
- We have taken a closer look at the area behind the new wall where runoff during storms has been observed overtopping the wall. The existing drainage swale previously constructed is clearly visible on both sides of where sediment has deposited from surface runoff causing the issues. Dean will be re-establishing the swale, adding stone and will clear the sediment that has deposited at the base of the wall.

### ***Engineering Services***

- Tettis Plumbing & Heating has started the JCC Phase 2 Heating Project. The mini-split units in the Weight Room have been installed and are operational. Work on the First Floor Lobby unit has also begun and the roof top unit was lifted on to the roof on October 8<sup>th</sup>. Installation of the new 3<sup>rd</sup> Floor Billiard Room furnace will also begin shortly. Tettis is currently waiting for spiral ductwork to arrive to complete the locker room extensions.



- We recently met with the new Planning Director (Tracy Gerber) and CDBG Coordinator (Becki Taylor) to discuss our recent and ongoing projects including a review of the Market Street Sidewalk and West End Stormwater projects.
- After further review we have revised the scope of work for the West End Stormwater Replacement Project (CDBG) along Julia Street to abandon existing portions of line running to the pond thru two (2) residential properties which were proposed to be replaced. We will now extend the line and install a larger spring box adjacent to the Borough's property and then run the new drain thru the property to the pond eliminating any easement issues.
- We have been in contact with M&M Contractors concerning two (2) areas along the new Market Street sidewalks where surface concrete has scaled. They have agreed to replace those areas; however, due to the time of year that work will be completed in the Spring. In the interim M&M has re-sealed those areas but no issues with integrity of the sidewalk are anticipated.
- The remaining sidewalk sections have not been poured yet at the new Water Plant. We will continue to monitor as the contractor had indicated delays were anticipated due to their current workload. There are 16 proposed trees around the Plant that have also not been planted yet which were part of the approved stormwater management plan submitted prior to construction. We've notified the JMA and their engineer and contractor are aware those items are still required to be completed before work at the Plant is considered complete.

#### ***Code Enforcement***

- We are in the process of working with Domtar officials to expedite the cleanup of the areas immediately behind properties located at 452 and 454 East Center Street. There are at least seven (7) vehicles and a significant amount of miscellaneous junk and general rubbish that's been accumulated by the tenants residing in the 452 structure. Domtar owns the land immediately behind those properties and the Borough owns and maintains the open lot to the north. Paperwork to have the vehicles removed has already begun and additional code enforcement efforts are underway for the remaining items.
- We have recently informed the residents in 327 First Avenue that if the structure in the rear is not removed immediately the house will be re-posted as "uninhabitable" as part of the agreement that was made when the posting was temporarily removed. The owner has been informed a demolition permit is required to be filed with the Borough and County prior to that work being completed.

Respectfully Submitted,

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

Ryan Miller, PE

**JOHNSONBURG MUNICIPAL AUTHORITY**  
**REGULAR MEETING**  
**WEDNESDAY SEPTEMBER 8, 2021**

The meeting was called to order at 4:00 pm by Chairman James Reinsburrow followed by Pledge of Allegiance and moment of silence.

**ROLL CALL** – In attendance were James Reinsburrow, Richard Zeigler, Charles DeStephano, Dennis Asti, Kenneth Polaski, Earl Park, Dan Newell, Richard Brown, Ken Caldwell, Tracey Mehalko, Thomas J. Weaver, Travis Long (Josh Gunnett – participated by via ZOOM).

**VISITORS** –Al Maletto, Joyce Maletto (Johnsonburg Press Reporter), Emil Zaunick, and Linda Tillack.

**VISITOR COMMENTS** – Linda Tillack asked about updates to JMA website (right to know form) and pension. Emil Zaunick thanked JMA for looking into potential water lines freezing issues.

**EXECUTIVE SESSION** – Motion was made by Chuck DeStephano and seconded by Richard Zeigler to enter executive session at 4:01pm to discuss personnel. Motion carried unanimously by members present. Motion was made by Earl Park and seconded by Chuck DeStephano to exit executive session at 4:28pm. Motion carried unanimously by members present. Motion made by Richard Zeigler and seconded by Charles DeStephano to enter regular session at 4:29 pm. Motion carried unanimously by members present. Personnel and real estate were discussed with no action taken.

**APPROVAL OF MINUTES FROM THE PREVIOUS MEETING** – The minutes of the regular meeting on August 11, 2021, were approved as presented with exception of the JMA board continues to follow rules and regulations per water/sewage line break responsibilities. Motion made by Earl Park and seconded by Thomas Weaver; motion carried unanimously by members present. The minutes of the special meeting on August 23, 2021, were approved as presented. Motion made by Richard Zeigler and seconded by Denny Asti; motion carried unanimously by members present. The minutes of the special meeting on August 30, 2021, were approved as presented. Motion made by Richard Zeigler and seconded by Ken Polaski; motion carried unanimously by members present.

**MANAGERS REPORT** – Permit for the new water treatment facility was received on Friday, August 13, 2021. JMA is in the process of decommissioning Powers Run and Silver Creek Water Treatment Facilities. Diversified Billing (JMA Billing System) is working well. JMA put in for the ACT 13 Grant for an update at the Waste-Water Plant.

**ENGINEERS REPORT – CAPITAL IMPROVEMENTS PROJECT (WATER TREATMENT, STORAGE AND DISTRIBUTION) – USDA FUNDED:** Permit Received 8/13/2021, plant online and operational. JHA will continue to provide any assistance in the finalization process. JHA will also be working with JMA to decommission the existing facilities and ensure compliance attainment with the COA. Rights-of-Way easements in processing with Solicitor Brown remain ongoing. JHA and Solicitor Brown continue to address easements for the water line extension. Permitting packages awaiting approval from environmental agencies (PNDI), and geotechnical reports which are pending property access. JHA recommends composing a letter to send along with the easements explaining the project and connection requirements as nonmandatory.

**CAPITAL IMPROVEMENTS PROJECTS (WATER DISTRIBUTION SYSTEM EXTENSIONS AND REPLACEMENTS) PLANNED PENNVEST FUNDED:**

**WATER.** JHA continues to correspond closely with JMA, operations staff o JHA continues to work with JMA Manager and JMA staff to address various items, provide training and keep facility in working order at or to compliance status. Attention to DEP items remain ongoing (i.e. monitoring plans, SOP's for new system need to be developed and will work with Ken on this task). JHA will continue working to transition all reporting over to JMA staff and provide quick QA/QC reviews for compliance. All reports have been submitted in accordance and on time for August 2021. Working with Dan and Ken to ensure all PADEP greenport items are addressed. Need to confirm with DEP about Lab ID number for new plant. General correspondences remain ongoing

**WASTEWATER:** JHA continues to correspond with operation staff on optimization of facility, addressing water quality issues, addressing instrumentation issues, and identifying tasks. Corey has done well addressing the electronic monitoring reporting and continues to gain confidence in the process.

**GRANTS AND FUNDING ASSISTANCE:** JHA continues to monitor all grant funding sources and opportunities and will make available said findings to JMA for review and considerations as applicable. Act 13 Grants. Appalachian Regional Commission. American Rivers (i.e. Powers Run Dam Breach), information was submitted to Lisa Segedy on the dam.

**MISCELLANEOUS:** Powers Run Dam Issues – JHA has submitted permits to DEP for Breach Permit and compliance attainment. Status Pending.

**PROJECT ENGINEERS REPORT –**  
**WATER SYSTEM IMPROVEMENT PROJECT**

**1. Construction Status a. Project Status Updates**

i. Contract No. 1 – Water Treatment Plant, General Construction

1. An additional deduct change order to reduce the Materials Testing Allowance and the PennDOT Inspection Allowance will be coming after substantial completion. Current deduct amount is \$56,214.45.
2. Substantial Completion is scheduled to be issued the day that DEP grants the Operational permit for the new plant.
3. Permit received 8/13.
4. Entire town on the new plant 8/31.
5. Work on the rehabilitation on the existing 3rd Ave Tank began the week of 7/30. Began blasting on 8/5. 60% through the blasting. Only found one hole and based on the tank condition believe they may run into additional holes as the blasting continues.
6. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16.
7. Contractor was asked to provide a price for constructing a garage addition to the control building. The contractor's price is \$156,563.11 and an additional 80 days of contract time. USDA provided a preliminary approval but is reviewing for final approval.
8. Contractor was asked to provide a price for constructing a shed type structure over the Zeigler Tank vault. This would only be a structure with a window and door but no electricity or other furnishings. The cost for the structure is 35,648.60 and an additional 20 contract days.

ii. Contract No. 2 – Water Treatment Plant, Electrical Construction

1. Substantially complete per contract with the DEP operating permit. Substantial as of 8/16.
2. Telemetry subcontractor had to revise programming for Silver Creek PS. Completed 8/31. Have 2 additional trips to revise telemetry programming under the contract.
3. Contractor submitted a request for a change order for wiring the CIP chemical tank level sensors wiring and the pre-chlorine contact tank chlorine analyser wiring. These items were provided by the GC but not shown on the EC drawings for reporting back to SCADA. The Contractor submitted these costs 30 days beyond when the

iii. Contract No. 3 – Water Storage Tank Work 1. Work is substantially complete per USDA inspection on May 26, 2021.

iv. Contract No. 4 – Water Distribution System Improvements 1. Final balancing change order to balance the unit price work for \$60,635.82. This includes all additional waterline installed, additional Domtar boring to avoid the chip road, additional over excavation and paving required by PennDOT, additional valves at the request of JMA operators, and additional unit price quantities.

**2. Project Payment Applications and RUS Requisition Approvals**

a. USDA-RD Requisition #73 documentation compiled for the month

b. Requisition #72 to USDA

- i. Contract No. 1 Pay App #23 - \$ 263,194.72
- ii. Contract No. 2 Pay App #10 - not received
- iii. Contract No. 4 Pay App #13 - \$79,740.00\*
- iv. GDF Invoice #69 - \$ 2,853.00
- v. Total \$ 345,787.72

\*Contingent on final balancing change order

**SOLICITORS REPORT**- None**COMMITTEE REPORTS** –

- a. Administration – no report
- b. Finance– no report
- c. Fire Department– no report
- d. Hiring – no report
- e. Johnsonburg Borough– no report
- f. Operations– no report

A motion was made by Chuck DeStephano and seconded by Denny Asti to approve the hiring of a distribution technician for JMA. Motion carried unanimously by members present

A motion was made by Chuck DeStephano and seconded by Earl Park to approve Mary Leland to continue to work for JMA on a temporary basis. Jim Reinsburrow- yes, Chuck DeStephano – yes, Ken Polaski – yes, Richard Zeigler – yes, Earl Park – yes, Thomas Weaver was not present at his time (excused from meeting at 5:15pm), Denny Asti – no.

The fee structure of industrial/commercial customers will be tabled till a later date.

A motion was made by Denny Asti and seconded by Earl Park to approve the let water run list to continue due to concerns with water lines freezing. Motion carried unanimously by members present.

A sign for the front of the JMA office building was discussed and was stated this was approved in the past. JMA will move forward with a perpendicular sign on the front of the JMA office building at an estimated cost of \$600.00.

A motion was made by Richard Zeigler and seconded by Chuck DeStephano to approve the Nortum Hill booster station upgrade through USDA contingency funds in the amount of \$10,228.00. Motion carried unanimously by members present.

Installation of heat tape to the sewage line at Willman bridge at a proposed price of \$18,457.00 will be tabled to a later date.

Structure at new water plant at a cost of \$156,563.11, contingent upon USDA approval and contingency funds. There were 3 calls for a motion to approve this project with no motion. No action taken, not approved.

A motion was made by Chuck DeStephano and seconded by Earl Park to leave the blow off on VFW Road in the existing location. Motion carried unanimously by member present. Ken Caldwell spoke on this matter and stressed the importance of the blow offs current location.

Needed valves in the areas below will continue to move forward.

Replacement valves will be located at the following intersections:

1. Penn St and Chestnut St (1 valve)
2. First Ave and Bridge St (3 valve)
3. High St and Bridge St (1 valve)
4. Between Spruce St, Legion and Penn St (1 valve)
5. High St and Spruce St (1 valve)
6. Short St and Glenn Ave (1 valve)
7. Below the New Plant (1 valve)
8. High St and Short St (2 valves)
9. Bridge St and Market St (3 valves)

Transfer switches at 5 pump stations will be tabled until other pricing is presented.

Generators for pump stations will be tabled until a manufacturer recommendation is presented.

A motion was made by Earl Park and seconded by Richard Zeigler to approve additional re-hab to 3<sup>rd</sup> Avenue tank for \$620.00 under contingency funds. Motion carried unanimously by members present.

A motion was made by Earl Park and seconded by Chuck DeStephano to approve the treasurer's report as presented for August 2021 be approved. Motion carried unanimously by members present.

A motion was made by Chuck DeStephano and seconded by Richard Zeigler to approve the water bills in the amount of \$53,380.66. Earl Park, abstained. Jim Reinsburrow- yes, Chuck DeStephano – yes, Ken Polaski – yes, Richard Zeigler – yes, Denny Asti – yes, Thomas Weaver was not present at his time (excused from meeting at 5:15pm).

A motion was made by Richard Zeigler and seconded by Chuck DeStephano to approve the sewer bills in the amount of \$45,804.21. Earl Park, abstained. Jim Reinsburrow- yes, Chuck DeStephano – yes, Ken Polaski – yes, Richard Zeigler – yes, Denny Asti – yes, Thomas Weaver was not present at his time (excused from meeting at 5:15pm).

A motion was made by Denny Asti and seconded by Ken Polaski to approve to pay the project Engineer in the amount of \$2,853.00. Motion carried unanimously by members present.

A motion was made by Richard Zeigler and seconded by Chuck DeStephano to approve to pay JMA Engineer: Sewer \$5,923.38 and Water \$5,447.79. Motion carried unanimously by members present.

A motion was made by Richard Zeigler and seconded by Chuck DeStephano to approve to pay:  
CONTRACT NO. 1 PAY APPLICATION #23: \$263,194.72  
CONTRACT NO. 2 PAY APPLICATION #10: NOT RECEIVED  
CONTRACT NO. 4 PAY APPLICATION #13: \$79,740.00, CONTINGENT ON FINAL BALANCING CHANGE ORDER  
Motion carried unanimously by member present.

**BUSINESS AFFAIRS** – Add Amendment to purchase property: 510 Glenn Avenue, Johnsonburg, PA.

**BOARD DISCUSSION** - None

**COMMENTS FROM VISITORS** - Emil Zaunick commented on his concerns about water line freezing.

**EXECUTIVE SESSION** - None

**ADJOURNMENT OF MEETING** – A motion was made at 5:55pm by Earl Park and Richard Zeigler to adjourn the meeting

\*The next JMA Board meeting will be October 13, 2021.

Kenneth Polaski,  
Secretary  
DJN



JOHNSONBURG MUNICIPAL AUTHORITY

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**Business Affairs:**

Motion to amend the agenda on 9-8-21, to add the purchase of 510 Glenn Avenue, Johnsonburg, PA. A motion was made by Earl Park and seconded by Chuck DeStephano to amend the agenda to purchase 510 Glenn Avenue, Johnsonburg, PA for \$50.00. There were 6 YES votes and 0 no votes. Thomas Weaver was not present (excused form meeting)

The reason for the addition was the subject property was recently placed in repository and purchasing the same could be time sensitive.

Motion was made by Chuck DeStephano and seconded by Earl Park to purchase 510 Glenn Avenue, Johnsonburg, PA for \$50.00. There were 6 YES votes and 0 no votes. Thomas Weaver was not present (excused form meeting).

Kenneth Polaski, Secretary  
DJN



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**EMERGENCY MEETING**  
Tuesday October 5, 2021  
9:00 AM Board Meeting  
**MINUTES**

- The meeting was called to order at 9:00 am by Chairman James Reinsburrow followed by the Pledge of Allegiance and moment of silence
- Roll call – In attendance were James Reinsburrow, Earl Park, Charles DeStephano, Kenneth Polaski, Thomas Weaver, Dennis Asti (Richard Zeigler – excused), Dan Newell, Ken Caldwell, Rick Brown, Josh Gunnett (GD&F) and Andy Johnson (GD&F).
- Visitors – Bryan Stockman (The Ridgway Record reporter), Emil Zaunick, Linda Tillack, Rick Marzella (Continental Construction), Tony King, and Al Maletto (Johnsonburg Press)
- A motion was made by Charles DeStephano and seconded by Earl Park to approve the recommended 12-inch line from 3<sup>rd</sup> Ave. tank to old route 219, at a cost to JMA for \$294,570.00. Roll Call vote: James Reinsburrow - yes, Earl Park - yes, Charles DeStephano - yes, Kenneth Polaski - yes, Thomas Weaver - no, Dennis Asti – no, (Richard Zeigler – excused). YES=4 and NO=2. Motion was passed by majority vote.
- Comments from visitors –
  - Emil Zaunick-Commented on issues from the past and how they have caught up to JMA and JMA has to do what they have to do to provide service to customers. He also stated that it is a shame about how corroded the water lines currently are.
  - Linda Tillack – Stated that JMA is at the beginning of some very big issues. She also stated that JMA is making poor decisions on how JMA has spent contingency monies.
  - Tony King – Thanked JMA for allowing him to speak. Tony's perception is that he does not see how the town can afford all the water system improvements. He commented on the old water line in the ground and how bad it is, Engineering relied on past information; he is happy with water pressure at this home; feels that GD&F has failed Johnsonburg; Tony does not see an end to all the costs for Johnsonburg, but the problems must be corrected. Tony also asked if the board of directors would get together and write a letter to the people of Johnsonburg explaining the issues JMA is dealing with.
  - Brian Stockman – Asked about the 12-inch pipe recommendation in 2016 and why was it taken out. Andy Johnson from GD&F responded that there were other representatives at that time, and he was not involved and he could not confirm as to why it was taken out.
  - Al Maletto – Recommended to purchase the 12-inch pipe and wait to do the project until money is received for USDA or an alternate source.
  - Rick Marzella – No comment. Jim Reinsburrow asked Rick if USDA approved monies mid-November could he complete the project of the 12-inch line install. Rick commented he can do it, but it is very difficult in the winter months.
  - Josh Gunnett – Professional opinion is to install the 12-inch line immediately.
  - Andy Johnson – Provided information on the 12-inch line recommendation in the hydraulic evaluation from 2016. Earl Park stated that JMA never elected not to do the project, but it was stated to take 12-inch line out to save money. Chuck DeStephano asked how the 12-inch line will solve the problem and Andy commented by increasing flow. TJ Weaver asked if this would guarantee to solve current flow issues and Andy commented that it will reinforce the system. Andy Johnson then went into a very detailed explanation of how the 12-inch line will improve the water distribution system.
- Adjournment of meeting – A motion was made at 10:40am by Earl Park and seconded by Charles DeStephano to adjourn the meeting. Motion carried unanimously by members present.

\*The next JMA Board meeting will be October 13, 2021.

Johnsonburg Recreation Activities Board Minutes – Thur. October 7, 2021

Meeting called to order at 5:07 pm

Present: Sarah Grunthaler, John O'Rourke, James Lecker, Tara Poague, Patty McDivitt, Scott Cherry, Nikki Zimmerman

Guest: Dawn Karellas

Absent:

September minutes were reviewed and Jim L. motioned to accept followed by a second from Sarah G. Minutes were approved.

Financial Report:

Membership	2181.00	
Building Use	140.00	
Key Cards	30.00	
Donations	850.00	
Domtar	169.50	
Rental	1340.00	
Memorial	40.00	
Wall of Honor	2495.00	
Gymnastics	200.00	
Woman's Locker Room		<u>2250.00</u>
	<b>9695.50</b>	<b>total</b>

Directors Report:

**Festival of Flavors:** October 9<sup>th</sup> Set up is noon. Dawn K took care of having street closed and outdoor drinking permit. Event is 6-11pm. Board members are asked to donate cheese and cracker plate. Chris Bressler will run the basket raffle table. 50/50 will also be at the raffle table. We do not need a one day liquor license. The vendors have a license to sell and we as an organization are not selling the alcohol. We have 3 propane fire pits being lent to us. We can pay live music that night. Cost is \$20 per person.

We are now American Red Cross Providers which means we can hold life guarding classes or schedule blood drives to be held here.

Our Woman Who Care grant has been submitted. Decisions are made October 21, 2021 after the dinner.

Leadership of Elk and Cameron County will be having December meeting here on December 8 starting with a tour at 8:30 am. They will then use 3<sup>rd</sup> floor for seminars until about 1pm. Need to have projector ready and tables for food

**Aqua Fit** Julie's class is a big hit. We are trying to work it out so she can be here twice a week. Last month she brought in \$90 of non-member swim money and 6 new people are now paying monthly memberships.

**Laura's Get Fit:** Laura started her classes again last Monday. Gained a few members for that.

**Cheerleaders:** will be using the gymnastics room on Sundays from 1-2pm at \$10/hour. Using mats only for their stunt group.

**Trunk Or Treat** scheduled for for October 30<sup>th</sup> starting at 3pm for the parade. Need street shut down. Prizes will be awarded. Each member needs to donate a bag of candy.

**Christmas parade:** 5pm on December 5<sup>th</sup>. Need street shut down.

Next month is election day. November 2<sup>nd</sup>.

**Soup Sale:** October 22 and November 19 December 17.

**Purse Bingo:** Scheduled for January 30<sup>th</sup> 2022. We need each member to sell 10 tickets

Sarah G and Mary Frey will organize the basket raffle for this event.

**Quotes from Carlson Technologies:** Rachel needs a quote

**Office Help:** Recommend hiring Kellie Imbrogno. Borough council can make it official on October 12, 2021. John O'Rourke made a motion to hire Kellie Imbrogno as a part time hiree. Jim Lecker seconded the motion. All in favor. Motion passed. Patty McDivitt made a motion to hire Cindy Lupino as an interim hiree to fill in as needed. John O'Rourke seconded the motion. All of favor. Motion passed.

**Free Library:** Is done and just needs installed. Domtar will be responsible for keeping books in it, if people don't return them as they should.

**Lockers** \$4,750.00. This is part of another project and is already approved.

Lottery tickets discussed and the timeline. Ours will be in February 2022. Wreaths for Christmas- Patty will continue for the fake wreaths from Walmart.

Putting a lock on the pool fan timer due to them being shut off. The walls are wet after only 2 hours.

**Needs Approved:**

Flag Poles around track \$110.22

Water bottle filling station \$370.98

Easel \$69.30

AED Box and sign. \$90 John O'Rourke made a motion to approve the AED box and sign for \$90, the Easel for \$69.30 and Water Bottle Filling Station for \$370.98. Patty McDivitt seconded the motion for all of the above to be approved. All in favor. Motion carried.

Meeting Adjourned @ 6:30pm