

**Johnsonburg Borough
Regular Meeting
September 9, 2019
4:00 p.m.**

Call to Order

Silent Prayer & Pledge of Allegiance

Roll Call

Approval of Minutes

- Regular Meeting August 12, 2019

Guests & Public Comment on Agenda Items

Executive Session

Reports

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

Old Business

New Business

1. Anniversary Celebration – open container waiver
2. MMOs
3. International Building Code added to borough code book
4. Repository Bid
5. Pool Ceiling Materials
6. Heating & Air System Maintenance
7. Office Equipment
8. Flood alarm system
9. Anti-skid bids

Public Comment on Agenda Items

Adjourn



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 August, 2019.

Calls for Service	277	Parking Violations	1
Signal Calls	61	House Watches	2
Telephone Calls	81	Vehicle Lockouts	2
Investigations	81	Light outage	0
Hearings	7	B.O.L.O	7
Traffic Accidents	1	Asst. Fire/Ambulance	2
Written Warnings	5	Asst. other Police Dept.	11

Receipts:

Fines \$ 1,625.56
 Reports \$ 30.00
 Tickets \$ 10.00

Total \$ 1,665.56

Special Information:

- Received Act 13 grant reimbursement for \$5,000.00.
- Abandoned vehicle removal from public streets.
- Accepting applications for full time police officer.
- Increase in incidents involving counterfeit currency.

Offenses:	Number	Arrest	Handled Otherwise
Drugs	2	1	1
Assaults	3	2	1
Burglary	0	0	0
Thefts	4	4	0
Criminal Mischief	2	1	1
D.U.I.	2	2	0
Disorderly Conduct	3	3	0
Mental Health	2	0	2
Sex Offenses	2	0	2
Family and Children	5	1	4
All Other Offenses	11	7 (1 MV Arrests)	4
Totals	36	22	15

Respectfully submitted



Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

FIRE REPORT FOR AUGUST 2019

08/01/19 MONTMORENCI RD LINES DOWN	3 HR
08/06/19 419 ELK AVE CO ALARM	30 MINS
08/21/19 FIRE POLICE ASSIST 948/ LONG LEVEL	45 MINS

TOTAL CALLS JBG BORO	1 CALL
TOTAL CALLS RIDG TWP	2 CALL

TOTAL CALLS FOR AUGUST 2019	3 CALLS
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NO INJURYS REPORTED FOR AUGUST 2019

RESPECTFULLY SUBMITTED

JOHNSONBURG FIRE DEPARTMENT

FIRE CHIEF

ROBERT DICKEY

Borough Street Crew Report
September 2019

The borough crew reports working on the following projects:

- Marked PA One calls
- Held dumpster day
- Flushed storm drain on Cushing Ave.
- Cleaned out two catch basins on Church St.
- Tapped Molella sub pump into storm drain
- Installed French drain in Harrison Ave.
- Installed catch basin on Shawmut Ave.
- Fixed pipe on Shawmut Ave.
- Hauled millings to Harrison Ave.
- Put milling down on Harrison Ave.
- Took playground equipment down playground
- Fixed street lights

Treasurer's Report
Cash Balances
August 31, 2019

General Fund	\$325,195.66
Street Light Fund	\$ 39,076.39
Library Fund	\$ 2,237.43
Retirement Fund	\$167,067.65
Highway Aid Fund	\$ 79,386.50
Borough Equipment Fund	\$ 86,096.17
Fire Services Fund	\$121,242.91
Community Center Fund	\$ 42,710.53
Payroll Fund	\$ 12,540.94
Per Capita	\$ 12,285.81
2001 Debt Service	\$ 92,624.76
Community Improvement Fund	\$197,166.08

Bills:

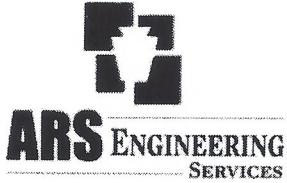
General Fund

Borough Equipment Fund

Community Center Fund

Community Improvement Fund

Highway Aid Fund



Engineer's Report – September 9, 2019 Johnsonburg Borough Council Meeting

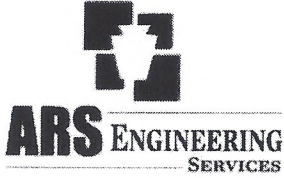
The following summary of work performed over the last month, as well as an update on current project status, is provided herein for your review:

Harrison Avenue Realignment Project

- We are looking to finalize the design of the roadway realignment and project specifications by the end of the year and hope to advertise the job as early as January with an anticipated start in Spring 2020.

Engineering Services

- Marnatti Contracting, LLC has completed approximately three quarters of the existing JCC pool room ceiling demolition to date. We anticipate the demolition to be completed and cleaned up in the next two (2) weeks.
- We recently completed and submitted an Elk County Act 13 Grant Funding Application for the new JCC pool ceiling replacement. The application request was for \$10,000 which would be utilized to purchase materials for the new ceiling and lighting upgrades.
- We attended the Elk County Planning Commission Meeting on August 14, 2019 and presented the Grove Street Storm Sewer Replacement Project on behalf of the Borough. We have been notified the Commission recommended the project and the Commissioners approved it at a recent meeting. The grant award was for \$179,682.00 with the Borough responsible for all costs in excess of this amount.
- Work continues to be finalized for the Market Street Sidewalk project. Final design and project specifications to be completed this Fall with bidding to follow. We anticipate construction to start in the Spring 2020.
- We are working to complete the JCC Sanitary Sewer Repair Project which is being funded through County CDBG funds. We are working to get the project specifications and details finalized for bidding and potential construction by the end of the year.
- We attended two (2) meetings covering the Strategic Management Plan (STMP) Program, one with PEL, the consultant who replied to the Borough's FRP, and one with the new DCED representative. We will be working with the Borough secretary to complete the application and submit it by the end of the month.
- We reviewed a request from Joe Gilmore to modify the remaining wall section from the structure he demolished on his property at 134 Cushing Avenue. Mr. Gilmore intends to finish the wall, including the addition of structural elements, to act as a safety barrier along Hickory Street. Based on the detailed information Mr. Gilmore has presented we recommend his proposal be approved and he be notified as such.



- We performed inspections on three (3) Repository properties which bids were submitted on thru the Elk County Tax Claim Bureau. All three structures can be rehabilitated as noted in each application. We recommend approval of the 121 Cushing Avenue and 206 Main Street purchases; however, we also recommend a letter be sent to the prospective buyers from Code Enforcement detailing expectations that must be maintained once the purchase is finalized. Each property will be posted as uninhabitable upon approval until all utilities have been restored and inspected by the Code Enforcement Officer. We recommend the 303 First Avenue property and prospective buyer be investigated further as previous Code issues have been a problem in the past with both. If approved we recommend a similar letter and posting be applied to this property.

Code Enforcement

- After reviewing the Borough Code, as well as the Commonwealth of Pennsylvania's Uniform Construction Code (UCC) adoption summary, we recommend the Borough adopt the International Property Maintenance Code (IPMC - 2015 Edition) in addition to the previously adopted UCC noted in Chapter 138 of the Code. The IPMC provides additional regulations which may assist in fighting slum & blight issues and has been adopted and successfully used by several neighboring municipalities in recent years.
- A private criminal complaint was filed against Mr. Richard Gausman of 551 Market Street on September 3, 2019 for failure to vacate the apartment he and his family are continuing to live in at the Brick Block. The complaint was filed only after repeated notices and warnings have been made that their apartment was "uninhabitable" due to the lack of water service to the building. We will continue to update Council as this proceeds thru the court.
- The alleyway behind the Brick Block was recently cleaned up by Parana's Contracting with assistance from Advanced Disposal personnel. The area was inspected prior to and after with photos to document the post-cleanup. We recommend "No Parking" signs be posted on all the rear entrances.
- The property at 413 Second Avenue was posted as "Uninhabitable" on August 23, 2019 and we received confirmation the tenants had relocated by the August 30, 2019 deadline noted in the posting letter. At this time we recommend the Borough draft a letter to be filed with the Elk County Tax Claim Bureau that states the only permissible Repository action on this property would be demolition; the structure is beyond repair and not suitable for future habitation.
- We would like to remind residents the storage of tires in yards and/or along houses, garages or other out structures is not permitted. All tires should be stored in an interior location or covered properly by tarping or other covering that prevents water and rodent intrusion.

Respectfully Submitted,

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

Ryan Miller, PE

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
TUESDAY, June 18, 2019

The meeting was called to order at 6:00 P.M. by Chairman Eric Poague, followed by Pledge of Allegiance and moment of silence.

ROLL CALL – In attendance were Eric Poague, James Reinsburrow, Richard Zeigler, Charles DeStephano, Dennis Asti, Kenneth Polaski, Earl Park, Richard Brown, Lisa Sorg, Kerri Shaffer, Travis Long and Josh Gunnett. Doug Haupright excused.

EXCUTIVE SESSION- None.

VISITORS- Al Maletto, T.J. Weaver, Jeff Costanzo, Robert Del Torto Sr., Terry Hertzog, Mrytle Market, Amy Patterson, Halim Patterson, Shathe Reed, Mark Salvagio, and Joyce Maletto (Johnsonburg Press Reporter) Brian Stockman (Ridgway Record Reporter).

VISITORS COMMENTS – T.J. Weaver presented the Board with a quote for chemicals for the Water Treatment Plants and Wastewater Treatment Plant from Kroff. Mr. Weaver's quote showed a sizable savings for the Johnsonburg Municipal Authority. Travis Long is looking to see if the chemicals from Kroff are up to our standards. Solicitor Rick Brown asked Mr. Weaver how long Kroff has been in business in for, Mr. Weaver replied 26 years. Charles DeStephano ask Mr. Weaver how long these prices are good for. Mr. Weaver stated the prices would be guaranteed for three years. Board Chairman, Eric Poague read a prepared statement about the Brick Block before the visitors' comments. Amy Patterson addressed the Authority about the Brick Block. She asked the Board if they come up with \$9,000.00 would the Authority be willing to leave the water on? Mrs. Patterson is not a tenant of the building but was asked by the tenants to speak on their behalf. Mrs. Patterson stated "No one in the community wants the tenants kicked out of the building. Our Community needs to work together". Mrs. Patterson and the Brick Block tenants will be placing a bid at the County for the building and stated she has a construction company Johnson & Johnson Construction out of Erie, PA to renovate the building. Terry Hertzog addressed the board about the Brick Block. Mr. Hertzog stated his intentions for the building are not what the tenants are expecting. They want to restore the building to make it more habitable. Mr. Hertzog and a few others are looking to starting up a non-profit organization to rehabilitate. There are fifteen apartments and they would have to raise the rent of the tenants a significant amount to be able to do the repairs and restoration needed for the building. Jeff Costanzo stated they don't want a repeat of history where someone buys the building and just collects the rent. Mr. Costanzo started to get people to start a nonprofit organization to the restore the building. Mark Salvagio addressed the Board about the getting a rate reduction when the water is off for a period of time. Mr. Salvagio also questioned why the bill is estimated for two months and then read but his reading keeps going up. Mr. Salvagio would like his bill to say estimate reading or actual. James Reinsburrow then Thanked Mr. Hertzog, Mr. Costanzo, Mr. Del Torto, and Mr. Salvagio for coming and expressing their concerns.

MANAGER'S REPORT- PA Municipal Authorities Association 77th Anniversary Conference is being held September 8-11, 2019 at The Kalahari Resorts & Conventions. The Authority has hired a summer worker through the PHEAA/Stackpole-Hall Foundation program. The 2018 Consumer Confidence Report(CCR) will be available by the end of the June at www.johnsonburgmunicipalauthority.com/ccr.html. Accu-Audits are in the process of conducting a premium audit of the Authority's insurance policy. The deadline for the Fiscal Year 2019 CDBG application to be submitted for funding has been extended to August9, 2019. Bid openings for the New Water Treatment Plant will be on June 25, 2019 at 2 P.M. The crew continues to install meters for the meter replacement program. Mr. DeStephano asked if Bart O'Leary started weekend checks. Lisa Sorg stated with all the rain we have received there has not been enough time to train him yet. Mr. DeStephano also suggested the office look into leasing a printer verses buying a printer. Mr. DeStephano asked about the pump on Terra Cotta being returned since it stopped working after one day.

ENGINEER'S REPORT – JHA has maintained correspondence with GD&F over the course of the last month with regard to the ongoing Bidding. A reasonable number of bidders have obtained plans, which appears favorable for the cost competitiveness needs for this project. JHA continues to review the list published on GD&F's website of which many reputable contractors have obtained plans for the all contracts. JHA is still waiting on Interim funding to be in place therefore field work and design work are on hold. 2019 is another lead and copper sample year. The Wastewater Treatment Plant NPDES permits is pending. JHA continues to monitor all grant funding sources and opportunities. Pennvest Applications are due between July and October. Mr. Long would like to wait until the New Water Plant Project bid opening to see what projects we need to apply for. Mr. Reinsburrow asked if DEP is allowing us to do limited calculation for the Giardia calculations. Lisa Sorg and Travis Long stated we were given approval and James Reinsburrow wants the approval from Lisa Baughman in writing.

PROJECT ENGINEER'S REPORT- All contracts were advertised on May 24, 2019. Pre-Bid Meeting scheduled for June 18, 2019 at 10 A.M. Bid Opening scheduled for June 25, 2019. There are ten plan holders and eight of them being contractors on the Water Plant and Water Tanks Contracts. There are twelve plan holders 11 of them being contractors on the Waterline Contract. Mr. Park questioned what we do if we don't want one of the Contractors that came in on a low bid. Josh Gunnnet stated you can reject the bids. Dennis Asti asked Mr. Gunnnet if 30 days was enough time to receive liable bids. PADEP progress report submitted May 30, 2019. James Reinsburrow asked if the Pump Stations were in under the Water line Contact and is the Electrical Contract different. Mr. Requisition #44 to USDA \$3,751.42.

SOLICITOR'S REPORT- None

FOREMAN'S REPORT – No

COMMITTEE REPORTS –

- a. Administration- None
- b. Finance- None
- c. Fire Department- None
- d. Hiring- None
- e. Johnsonburg Borough- None
- f. Operations- None
- g. Union- Had a meeting in June. Contract is still in progress. Al Maletto asked the Board if they are worried about the Union picking apart the Project.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING- The minutes of the May 21, 2019, regular meeting was approved as presented. Motion made by Earl Park and seconded by Richard Zeigler; motion carried unanimously.

APPROVAL OF TREASURER'S REPORT-

Revenue Fund- Water & Sewer	\$ 379,647.09
Municipal Savings Account- Water	\$ 758,797.33
Municipal Savings Account- Sewer	\$ 31,326.80
Insured Money Funds	\$ 63,617.40
Payroll Fund	\$ 12,454.64
Certificate of Deposit-Sewer- CNB	\$ 25,638.80
Hunt Water Sales-CNB-Savings	\$ 23,099.03
Line of Credit- Checking	\$ 25,450.01

Motion made by Dennis Asti and seconded by James Reinsburrow to accept the Treasurer's report for May 31, 2019, as presented and placed on file for audit, motion carried unanimously.

Earl Park requested we check for investments.

APPROVAL OF BILLS-

Revenue Fund- Water \$19,077.80

A motion was made by Richard Zeigler and seconded by Ken Polaski to approve the water bills. Motion carried unanimously.

James Reinsburrow asked about the restoration work being done by B&B Contracting.

Revenue Fund- Sewer \$8,428.98

A motion was made by Earl Park and seconded by Richard Zeigler to approve the sewer bills. Motion carried unanimously.

Water Project- CO & A \$3,751.42

A motion was made by Earl Park and seconded by Richard Zeigler to approve the Water Project-CO&A bills. Motion carried unanimously.

BUSINESS AFFAIRS –

It is recommended to approve replacing the office printer. Motion made by James Reinsburow and seconded by to get a total quote including tax and installation for RAK Computers Associates and check into the price of leasing vs buying and then decide what is the best option for the Authority. Motion carried unanimously.

It is recommended to approve additional hours for part time worker. Motion made by Charles DeStephano and seconded by Ken Polaski to approve an additional eight hours a week for part time worker. Motion carried. Dennis Asti opposed.

BOARD DISCUSSION- The Board decided to not allow Precision Geophysical Inc. to do seismic testing near the Silver Creek Reservoir.

EXECUTIVE SESSION Dennis Asti requested an executive session. Motion made by Dennis Asti and seconded by Richard Zeigler to enter executive session at 7:54 PM to discuss personnel. Motion carried unanimously. Motion made by Richard Zeigler and seconded by Ken Polaski to exit executive session at 7:59 PM with no decisions made. Motion carried unanimously.

ADJOURMENT OF MEETING- Motion made by Richard Zeigler and seconded by Ken Polaski to adjourn the meeting at 7:59 PM. Motion carried unanimously.

Kenneth Polaski,
Secretary

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
TUESDAY July 16, 2019

The meeting was called to order at 6:00 P.M. by Chairman Eric Poague, followed by Pledge of Allegiance and moment of silence.

ROLL CALL – In attendance were Eric Poague, James Reinsburrow, Richard Zeigler, Charles DeStephano, Dennis Asti, Kenneth Polaski, Earl Park, Richard Brown, Lisa Sorg, Kerri Shaffer, Doug Haupright, and Josh Gunnett. Travis Long excused.

EXCUTIVE SESSION- None.

VISITORS- Al Maletto, T.J. Weaver, William Peterson, Joyce Maletto (Johnsonburg Press Reporter), and Brian Stockman (Ridgway Record Reporter).

VISITORS COMMENTS- William Peterson from Precision Geophysical, Inc. addressed the Board about seismic testing on the Long Level property near the Silver Creek Dam. Mr. Peterson explained to the Board that Precision Geophysical, Inc. will be digging holes and setting off 2.2lb charges that are 20ft in the ground. He assured the Board there would only be a cable and geophone on the property and the holes and charges will be approximately 300 ft North of the Silver Creek Pond and 400ft to 450ft below the Silver Creek Pond. It will take approximately one month to survey and a month to drill. The Cable would be on the Property for 7 to 10 days.

Motion made by Earl Park and Seconded by James Reinsburrow to approve Precision Geophysical, Inc to lay cable across the Johnsonburg Municipal Authority Property on Long Level near the Silver Creek Pond. Motion carried unanimously.

MANAGER'S REPORT-

The Consumer Confidence Report is available at www.johnsonburgmunicipalauthority.com/ccr.html. Pittsburgh Tank has submitted a quote for repairing the Third Avenue Tank based on an inspection report for 2013. A quote was also submitted for conducting a new inspection to give a more accurate quote. Jerry Pusi would like to renew his lease for his property. Shut Offs were conducted last week for delinquent accounts. The Johnsonburg Borough requested letters for each property that is without water so they may move forward with code enforcement. The Insurance Audits have been completed and submitted. We received proposals from Northwest Savings Bank, CNB and Farmers National for the Interim Line of Credit for the Pennvest projects. The Audit has been completed and handed out to the Board to be voted on at the August 2019 Meeting.

ENGINEER'S REPORT – JHA has maintained correspondence with GD&F over the course of the last month with regard to the ongoing bid reviews. Based on the major mathematical error of approximately \$177,000 by Bison Construction, and the concerns about their comment of honoring the written dollar amount, JHA is strongly recommending that the board reject all contracts for the waterline work (Contract No. 4), and rebid to reduce the risk of protest filed by other contractors, and the concerns of contractual issues and recouping of cost attempts by Bison Construction should the contract be awarded. USDA has concerns with regard to the same issues and has asked for a thorough revaluation and recommendation of you solicitor on the matter. In corresponding with Attorney Brown, it is evident that rejection of Contract 4 is the most logical and safest decision to protect the interest of JMA and ensure smoothness in contract compliance and workmanship moving forward.

Motion made by James Reinsburrow and seconded by Richard Zeigler to resend the motion made at the June 27, 2019 special meeting to accept Contract No. 4 proposal from Bison Construction. Motion carried; Roll Call Vote: Charles DeStephano- Yes, Kenneth Polaski- Yes, Richard Zeigler- Yes, Earl Park- Yes, Dennis Asti- Yes, James Reinsburrow-Yes, and Eric Poague-Yes.

Motion made by James Reinsburrow and seconded by Richard Zeigler to reject all bids submitted for Contract No. 4 and advertised for new bids immediately. Motion carried; Roll Call Vote: Charles DeStephano- Yes, Kenneth Polaski- Yes, Richard Zeigler- Yes, Earl Park- Yes, Dennis Asti- Yes, James Reinsburrow-Yes, and Eric Poague-Yes.

Earl Park contacted Travis Long via phone and asked Mr. Long if the chemicals from Kroff Chemicals were the same chemicals we use from Barber's Chemical. Mr. Long confirmed the chemicals were the same and at a lower cost.

Motion made by Earl Park and seconded by Dennis Asti to resend the motion made by in January 2019 for the purchase of chemicals from Barber's Chemicals affective July 16, 2019 to December 31, 2019. Motion carried; Roll Call Vote: Charles DeStephano- No, Kenneth Polaski- Yes, Richard Zeigler- Yes, Earl Park- Yes, Dennis Asti- Yes, James Reinsburrow- Yes, and Eric Poague-No.

Motion made by Earl Park and seconded by Richard Zeigler to purchase chemicals from Kroff Chemicals. Motion carried; Roll Call Vote: Charles DeStephano- Yes, Kenneth Polaski- Yes, Richard Zeigler- Yes, Earl Park- Yes, Dennis Asti- Yes, James Reinsburrow-Yes, and Eric Poague-Yes.

PROJECT ENGINEER'S REPORT- Bids were opened June 25, 2019 and apparent low bidders were, Global Heavy for Contract No. 1, Dave Kronenwetter for Contract No. 2, Mid Atlantic Storage Tanks for Contract No. 3, and Bison Construction (Bid Discrepancy) for Contract No. 4. Bid documents and recommendation letter were sent to USDA on June 28, 2019. USDA requested a revised letter on July 1, 2019, and the revised letter was sent on July 8, 2019. GD&F are awaiting the USDA confirmation for Notice of Intent to Award. Requisition #45 to USDA in the amount of \$2,855.46.

SOLICITOR'S REPORT- None

FOREMAN'S REPORT – No comments made

COMMITTEE REPORTS –

- a. Administration- None
- b. Finance- None
- c. Fire Department- None
- d. Hiring- None
- e. Johnsonburg Borough- None
- f. Operations- None
- g. Union- None

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING- The minutes of the June 18, 2019, Regular Meeting was approved as presented. Motion made by Richard Zeigler and seconded by James Reinsburrow; motion carried unanimously.

The minutes of the June 25, 2019, Special Meeting was approved as presented. Motion made by Richard Zeigler and seconded by Kenneth Polaski; motion carried unanimously.

The Minutes of the June 27, 2019 Special Meeting was approved as presented with revisions. Motion made by Richard Zeigler and seconded by James Reinsburrow; motion carried unanimously.

APPROVAL OF TREASURER'S REPORT-

Revenue Fund- Water & Sewer	\$ 409,384.81
Municipal Savings Account- Water	\$ 759,726.60
Municipal Savings Account- Sewer	\$ 31,339.67
Insured Money Funds	\$ 63,677.01
Payroll Fund	\$ 12,888.31
Certificate of Deposit-Sewer- CNB	\$ 25,664.65
Hunt Water Sales-CNB-Savings	\$ 23,108.78
Line of Credit- Checking	\$ 25,450.01

Motion made by Earl Park and seconded by Kenneth Polaski to accept the Treasurer's report for June 30, 2019, as presented and placed on file for audit; motion carried unanimously.

APPROVAL OF BILLS-

Revenue Fund- Water \$40,371.24

A motion was made by James Reinsburrow and seconded by Richard Zeigler to approve the water bills. Motion carried unanimously.

Revenue Fund- Sewer \$4,801.24

A motion was made by Richard Zeigler and seconded by Kenneth Polaski to approve the sewer bills. Motion carried unanimously.

Water Project- CO & A \$2,855.46

A motion was made by Earl Park and seconded by Richard Zeigler to approve the Water Project-CO&A bills. Motion carried unanimously.

BUSINESS AFFAIRS –

It is recommended to (approve/not approve) replacing the office printer with _____. Motion made by Earl Park and seconded by Richard Zeigler to approve replacing the office printer with a printer from KOS for a four-year lease for \$94.02 monthly. Motion carried unanimously.

It is recommended to (approve/not approve) the purchase of a mini excavator _____ form _____. Motion made by Earl Park and seconded by Richard Zeigler to approve the purchase of a mini excavator 50 Series from Bobcat through CoStar or Purchase at 0% Interest for 5 years. Motion carried unanimously.

It is recommended to move forward using _____ Bank for interim financing for the distribution project. Tabled.

It is recommended to (approve/not approve) Advertising the full-time laborer position. Motion made by Earl Park and seconded by James Reinsburrow to approve advertising the full-time laborer position. Motion carried unanimously

It is recommended to (approve/not approve) Pittsburgh Tank to conduct a new inspection on the Third Avenue Tank to get a more accurate quote. Not approved.

It is recommended to (approve/not approve) Pittsburgh Tank's quote to be included in the WTP Project. Motion made by Earl Park and seconded by Richard Zeigler to approve Pittsburgh Tank's quote to be included in the WTP Project. Motion carried unanimously.

It is recommended to (approve/not approve) renewing the lease with Jerry Pusl at Powers Avenue. Motion made by Earl Park and seconded by Richard Zeigler to approve renewing the lease with Jerry Pusl at Powers Avenue.

BOARD DISCUSSION- None

EXECUTIVE SESSION Dennis Asti requested an executive session. Motion made by Earl Park and seconded by Dennis Asti to enter executive session at 7:16 PM to discuss personnel. Motion carried unanimously. Motion made by James Reinsburrow and seconded by Richard Zeigler to exit executive session at 8:12 PM with no decisions made. Motion carried unanimously.

Motion made by Dennis Asti and seconded by James Reinsburrow to accept Charles Fedus's Retirement effective July 31, 2019. Motion carried; Roll Call Vote: Charles DeStephano- Yes, Kenneth Polaski- Yes, Richard Zeigler- Yes, Earl Park- Yes, Dennis Asti- Yes, James Reinsburrow-Yes, and Eric Poague-Yes.

ADJOURNMENT OF MEETING- Motion made by Charles DeStephano and seconded by Richard Zeigler to adjourn the meeting at 8:14 PM. Motion carried unanimously.

Special Meeting August 9, 2019 at 2:00 PM.

Kenneth Polaski,
Secretary

**McWaPEC COUNTIES BOROUGH ASSOCIATION
COUDERSPORT BOROUGH
JUNE 27, 2019**

The June 27, 2019 meeting of the McWaPEC was hosted by Coudersport Borough at Mitchell Park. Representatives from Coudersport, Emporium, Ridgway, Mount Jewett, Kane and Youngsville were present.

Junior Councilperson Hannah gave the invocation.

The Pledge of Allegiance was led by McWaPEC President Gary Schul.

A delicious picnic buffet was served.

SPEAKER

Dave Castano, Coudersport historian was the speaker for the evening. He gave a historical tour of Mitchell Park from its use as a grove of trees where citizens could come to participate in all activities to the trees being cleared for the flood channel to the park and library it is home to now.

President Gary Schul introduced PSAB President Carl Cox. President Cox thanked everyone for attending and noted that this is one of his last official duties as President of PSAB as his term is over in three days. PSAB President Cox introduced the newly elected vice president of PSAB Don "Stretch" Reed from Emporium.

PSAB Second Vice President Don "Stretch" Reed stated that he is honored to be elected.

APPROVAL OF MINUTES

It was motioned and seconded to approve the minutes of April 25, 2019 as presented. Motion unanimously carried.

TREASURER'S REPORT

It was motioned and seconded to approve the treasurer's report with a current balance of \$3,248.32. Motion unanimously carried.

ROUND TABLE DISCUSSION

It was mentioned that Borough's should contact their state representative and oppose HB 1400 for wireless small cell siting.

Eliot Ness Festival is in Coudersport July 19, 20 & 21.

As this meeting was also to give a tour of the new pool for Coudersport Borough, Manager Bev Morris gave a brief talk on the community support that was received that helped with matching funds for a DCNR grant. Unfortunately the pool is not complete at this time.

The next McWaPEC meeting will be held September 26, 2019 in Youngsville.

The meeting was adjourned and door prizes were distributed.

Beverly Morris
McWaPEC Secretary

July 16, 2019

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

The Elk County Commissioners met in regular session on Tuesday, July 16, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Kim Frey, Director of Elections, Paul McCurdy, Ridgway Borough, Tim Wells, GPI and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of July 2, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

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

NEW BUSINESS

1. Jan Kemmer made a motion to table the award of the Ridgway Borough Curb Cuts Project until the next meeting on August 6, 2019 seconded by Matt Quesenberry and carried unanimously.
 - a. The sole bid received was opened during today's commissioner's meeting. The bid was from Steger Masonry in Ridgway, PA. The total bid came in at \$138,502.50. Due to the nature of this bid and Tracy Gerber, CDBG coordinator not present at this Commissioner's meeting, Paul McCurdy and Tim Wells, representing Ridgway borough, reviewed the bid for a short amount of time while the meeting went on. After reviewing the bid, Paul and Tim requested the award be tabled until the August 6, 2019 Commissioner's meeting. The bid is substantially higher than the allocated amount of money available for the project. The Ridgway Borough would have to pay the difference and that decision was unable to be made at the time of this meeting.
2. Jan Kemmer made a motion to approve the CYS FY 19/20 Community County Service, Inc. contract renewal seconded by Matt Quesenberry and carried unanimously.
3. Jan Kemmer made a motion to approve the CYS FY 19/20 LifeSpan Family Services of PA contract renewal seconded by Matt Quesenberry and carried unanimously.
4. Jan Kemmer made a motion to approve the CYS FY 19/20 Pentz Run Youth Services, Inc. contract renewal seconded by Matt Quesenberry and carried unanimously.
5. Jan Kemmer made a motion to approve the CYS FY 19/20 Pathways Adolescent Center contract renewal seconded by Matt Quesenberry and carried unanimously.
6. Jan Kemmer made a motion to approve 2 Veteran Affairs headstone allowances seconded by Matt Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to approve 1 Veteran Affairs burial allowance seconded by Matt Quesenberry and carried unanimously.
8. Matt Quesenberry made a motion to approve the CWIS Data Sharing Agreement for Children and Youth Services seconded by Jan Kemmer and carried unanimously.
 - a. This is with the Commonwealth and is mandatory for CYS to submit their budget.

APPROVAL OF BILLS – June 29, 2019 → July 12, 2019

GENERAL FUND	\$242,230.57
PAYROLL	\$250,908.56
LIQUID FUEL	\$8,000.00
LIQUID FUEL ACT 44	\$299.88
GAS WELL IMPACT FEE/ACT 13	\$15,650.00
PHFA (PHARE GRANT)	\$5,499.00
HAZMAT	\$261.53
E911 WIRELESS	\$7,191.00
ELK COUNTY LAW ENFORCEMENT	\$9,070.00
NTRP	\$96,177.43
COUNTY OF ELK CONSTRUCTION FUND	\$271.53

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

QUESTIONS FROM THE PRESS

- Brian Stockman asked about the CYS Contract renewals. He wanted to know if the County has to pay for these services. Lee Neureiter responded by saying the contract renewals are to approve the rates agreed upon. CYS only pays those rates if Elk County CYS then utilizes the services.
- Brian Stockman asked about the status of the voting equipment since Kim Frey was present for the Commissioner's meeting. Kim went on to reply by stating The County of Elk entered into a contract with ES & S. We are tentatively waiting for the delivery of the equipment on August 26, 2019.
- Brian Stockman asked about the funding of the new election equipment and how the County plans to pay for the equipment. Lee Neureiter went on to say the County budgeted entirely for the full cost of the election equipment. Included in the budget for the equipment was the \$33,066.20 from the Help America Vote Act. This money is coming from a federal level and is guaranteed. This is why it was included in the original budget for the equipment. At this point, the County has the funds to fully pay for the election equipment. If funding comes through from the state as suggested, that is terrific. If the funding falls through, The County of Elk will be fine and able to pay without any issues unlike other Counties in the Commonwealth.
- Paul McCurdy asked what happens to the old election equipment. Kim went on to say they recycle the equipment and it is destroyed. It has to be certified that the equipment has indeed been destroyed.
- Brian Stockman asked about the hype about ES & S and Windows 7. Lee replied by saying yes, the new equipment runs on Windows 7 which will no longer have support from Windows. The contract the County of Elk has entered into with ES & S has the upgrade to the next operating system, free of charge to the County.

GOOD OF THE COUNTY

- ❖ Ridgway Firemen's Parade is on Saturday, July 27, 2019 with a start time of 4:00PM.
- ❖ Elk County Fair is Tuesday, August 6, 2019 through Saturday, August 10, 2019.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

August 6, 2019

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

The Elk County Commissioners met in regular session on Tuesday, August 6, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Tracy Gerber, CDBG Coordinator and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of July 16, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

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

OLD BUSINESS

1. Jan Kemmer made a motion to award the FY 2018 Ridgway Borough Curb Cut Project to Steger Masonry of Ridgway, PA in the amount of \$138,502.50 seconded by Matt Quesenberry and carried unanimously.

Tracy Gerber explained that the Ridgway Borough has agreed to pay the difference in cost of this project. The allotted money from CDBG is \$73,167.00. Therefore, the Ridgway borough will be responsible for the \$65,335.50 balance.

NEW BUSINESS

1. The bids for the FY 2018 Waterline replacement project Wilcox, Jones Township in the area of Burning Well Road/Route 219 were opened and were as follows:

- | | |
|---------------------------------------|--------------------|
| a. BOB CUMMINS CONSTRUCTION | Bradford, PA |
| <i><u>Bid Total \$205,499.00</u></i> | |
| b. GLEN JOHNSTON INC. | McKeesport, PA |
| <i><u>Bid Total \$179,550.00</u></i> | |
| c. DAVE ROMAN EXCAVATING | Reynoldsville, PA |
| <i><u>Bid Total \$179,360.00</u></i> | |
| d. POLLARD LAND SERVICES | Girard, PA |
| <i><u>Bid Total \$178,345.00</u></i> | |
| e. GUYER BROTHERS | New Enterprise, PA |
| <i><u>BID TOTAL: \$257,752.00</u></i> | |

**Matt Quesenberry made a motion to award the lowest bid to Pollard Land Services with a total bid of \$178,345.00 subject to the engineer's review and approval of the bid. This motion was seconded by Jan Kemmer and carried unanimously.

2. Matt Quesenberry made a motion to retroactively approve The Ridgway – Elk County Chamber of Commerce’s application for the use of the courthouse lawn for banners for the remainder of 2019 seconded by Jan Kemmer with the NRA banner addition that is currently displayed and carried unanimously.
 - *Firemen’s Carnival Banner July 22nd – July 27th
 - *Tasting in the Wilds – August 3rd
 - *Alumni Weekend – October 4th – 6th
 - *Yuletide Memories – November 30th
3. Matt Quesenberry made a motion to approve 6 Veteran Affairs headstone allowances seconded by Jan Kemmer and carried unanimously.
4. Jan Kemmer made a motion to approve 8 Veteran Affairs burial allowances seconded by Matt Quesenberry and carried unanimously.
5. Matt Quesenberry made a motion to approve CYS FY 19/20 Dickinson Center, Inc. renewal seconded by Jan Kemmer and carried unanimously.
6. Jan Kemmer made a motion to approve CYS FY 19/20 CAPSEA renewal seconded by Matt Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to approve CYS FY 19/20 McKean County renewal seconded by Matt Quesenberry and carried unanimously.
8. Jan Kemmer made a motion to approve Highland Township’s application for Liquid Fuel funds in the amount of \$8,000.00 for new tires on several pieces of equipment seconded by Matt Quesenberry and carried unanimously.
9. Jan Kemmer made a motion to approve the reauthorization of MATP for 2019/2020 seconded by Matt Quesenberry and carried unanimously.

APPROVAL OF BILLS – July 13, 2019 → August 2, 2019

GENERAL FUND	\$184,366.55
PAYROLL (Two Pay Periods Included)	\$528,387.98
LIQUID FUEL ACT 44	\$20.60
ACT 13 MARCELLUS LEGACY FUND	\$1,432.24
COE DRUG & ALCOHOL	\$250.68
COE WORK RELEASE	\$5,184.00
GAS WELL IMPACT FEE/ACT 13	\$19,739.00
CDBG-C	\$36,692.89
2016 CDBG	\$2,980.99
2015 CDBG	\$6,184.86
HAZMAT	\$951.05
E911 WIRELESS	\$10,750.26
ELK COUNTY LAW ENFORCEMENT	\$870.00
NTRP	\$20,025.00
COE CONSTRUCTION FUND	\$1,575.00
DEBT FUND	\$16.49

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

QUESTIONS FROM THE PRESS

- Brian Stockman asked the Commissioners what the County is going to do about the overload in the prison. Dan Freeburg responded by saying there was just a prison board meeting right before this commissioner's meeting where the Warden did discuss the overload. There really is nothing that can be done at this time. There was discussion about work release; however, work release has specific requirements and a majority of inmates do not qualify. Dan went on to say hopefully this backlog will slowly start to get "unclogged" if you will. Unfortunately, it is just a matter of time. There are great efforts being made to push these cases through the court, but there is only so much we can do.

CORRESPONDENCE

- ❖ Received notification from the Pennsylvania Housing Finance Agency that the Elk County Commissioners were awarded up to \$135,000.00 from the PHARE Fund for the following two projects: \$75,000 - Housing Rehabilitation, Accessibility Modifications and Slum & Blight Remediation as well as \$60,000 - Housing Stability Project.
- ❖ Received notification from the PA Game Commission of their intent to submit an application to the DEP for the South Fork West Creek Bridge in St. Marys.
- ❖ Received notification from Tetra Tech to inform the Commissioners of their intent to submit a National Pollutant Discharge Elimination System (NPDES) Permit application to the Pennsylvania Department of Environmental Protection (DEP) for Ridge Road in Fox Township, Elk County.

GOOD OF THE COUNTY

- ❖ Two of the new ES&S pieces of election equipment have arrived with the remaining 106 tabulator units to be delivered by the end of the month.
- ❖ Sandra Caltagarone was appointed and sworn in as an Elk County Auditor for the remainder of Elizabeth Bagley's term due to Elizabeth's resignation from her position as auditor at the end of June 2019.
- ❖ The 2-1-1 system went live on Thursday, July 25, 2019 in Elk County.
- ❖ Elk County Fair is Tuesday, August 6, 2019 through Saturday, August 10, 2019.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- ❖ Matt Quesenberry added that two individuals recently passed away that played an important role in the Elk County Community: Jim Wolfe, supervisor of Highland Township and Bob Mohr, member of the planning commission of Elk County. Matt commented that both gentlemen were very dedicated and that they will both be missed.

ADJOURN MEETING

The meeting was adjourned at 10:25am on a motion by Jan Kemmer seconded by Matt Quesenberry and carried unanimously.

ATTEST: Lee A. Neureiter
Chief Clerk

NEXT MEETING
TUESDAY, AUGUST 20, 2019
10:00AM CONFERENCE ROOM NO. 2
COURTHOUSE ANNEX BUILDING