

Johnsonburg Borough
Regular Meeting
September 12, 2022
4:00 p.m.

Call to Order
Silent Prayer
Pledge of Allegiance

Approval of Minutes

- Regular Meeting August 8, 2022

Guests & Public Comment on Agenda Items

1. Kim Kerchinski, CJD Organization
2. St. John Lutheran Church

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. Police Department Contract

New Business

1. Set trick or treat
2. DCED Strategic Management Planning Program consulting firm
3. 2023 pension Minimum Municipal Obligations (MMOs) – uniform & non-uniform
4. Energy/electricity contract
5. Furnace replacement quote
6. Nuisance ordinance amendments
7. Repository property purchases – Penn St. & Bridge St.
8. Annual anti-skid bids

Public Comment on Agenda Items

Adjournment

*Reminder that October's regular meeting will be Tuesday, October 11th.

Johnsonburg Borough
Regular Meeting
August 8, 2022
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		
Warmbrodt, Richard	Councilman	X		

Minutes: A motion was made by Councilman Poague and seconded by Councilman DePanfilis to approve the minutes from the July 11, 2022 regular meeting with a correction to the addresses of the PHARE funding demolition houses, the correct addresses being 306 & 308 High St. Motion carried unanimously.

Guests: Stephanie Distler, President of the Johnsonburg Community Trust, was present to request a street closure and open container waiver for the annual kickoff activities for alumni weekend on September 9th. A motion was made by Councilman Poague and seconded by Councilman Imbrogno to allow the Johnsonburg Community Trust to close Market St. from Bridge St. to Spruce St. on the evening of September 9th for the event. This motion includes the open container ordinance waiver. Motion carried unanimously.

Amanda & Travis Asti, owners of Asti Trucking, presented concerns to Council about increased Pennsylvania State Police (PSP) presence within the borough. They stated that their truck drivers are feeling threatened and harassed. Chief Clopp stated that he would contact the PSP Sergeant to discuss the matter.

Tammy Houttekier, 1033 E. Center St., was present, along with others from her neighborhood, requesting the borough's help with parking. They are no longer permitted to park in the Quick Fill parking lot across from their houses and have no other place to park. After further discussion, the public works committee will meet to take a closer look at the situation.

Mike Snodgrass, 336 Shawmut Ave., was present to discuss the borough's trash service. Council advised him on different types of accounts available through Waste Management Services.

Monthly Reports

Mayor: Mayor Paget stated that the Rock the Block event went very well. He also congratulated the Paper City Café on their opening on Market St.

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

- All the patrol vehicles have been inspected.
- The department's PSP CLEAN audit was completed in July.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file.

Council Committees: President Maletto reported that the finance committee reviewed the half year finances. The police contract committee will meet to review the contract negotiations.

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$9,803.61, Community Center Fund - \$3,778.90, Community Improvement Fund - \$2,425.00, and Highway Aid Fund - \$823.99. A motion was made by Councilman Cherry and seconded Councilman Poague to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Solicitor: Solicitor Thomas stated that he met with Superintendent Imbrogno about the 2021 paving project and the contractor, HRI. He will be sending a letter to HRI stating our concerns about the condition of the paving.

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

- Harrison Ave. project is complete.
- 510 Glen Hazel Rd. demolition has begun.

Councilman DePanfilis reiterated the public works committee's concerns about the Harrison Ave. project. Superintendent Imbrogno will get a quote to replace the catch basin which is a traffic safety concern.

Municipal Authority: Monthly minutes are on file. Carmella Manno, 217 Blaine Ave., has requested that the borough intervene on her behalf with the Johnsonburg Municipal Authority to get the concrete steps near her home repaired. The council decided to give the JMA a week, after their meeting on August 10th, to contact her with their plans before we take any further steps.

Recreation Board: Recreation Board President TJ Weaver and Superintendent Imbrogno reported to Council on the condition of the pavement in the handicapped parking area behind the Johnsonburg Community Center off Bridge St. We will get quotes and look for funding sources for the repaving of this area.

Old Business: 1. Community Development Block Grants (CDBG) were discussed. Engineer Ryan Miller reviewed the 2022 applications for Harrison Ave. stormwater improvement and the Johnsonburg Hotel site cleanup.

Engineer Miller reviewed the current bids for the 2019 Grove St. & Rose St. Stormwater Project, the 2020 Julia St. Stormwater Project and the 2021 W. Center St. Stormwater Project which were bid as one project. The bids came in over the grant funding allotment. A discussion was held on rescoping and rebidding the project. A motion was made by Councilman DePanfilis and seconded by Councilman Poague to rescope and rebid these stormwater projects as three separate projects. President Maletto called for a roll call which was unanimously in favor of the motion. Motion carried.

2. A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to be put on the list with the supplier for a pickup truck. Motion carried unanimously.

New Business: 1. A motion was made by Councilman DePanfilis and seconded by Councilman DeAngelo to purchase a sewer camera from A&H Equipment for \$10,667.33. Motion carried unanimously. This purchase will use the budgeted flood control funding for the year.

2. A motion was made by Councilman Poague and seconded by Councilman Imbrogno to allow St. John Lutheran Church to close Church St. from Willow St. to Mill St. on September 10th from 7:00 a.m. – 3:00 p.m. for their annual festival. Motion carried unanimously.

3. The Johnsonburg Community Trust street closing request was completed under the guest portion of the meeting.

A brief discussion was held on the Shade Tree Commission. Superintendent Imbrogno will begin making a list of problem trees around town.

Adjournment: A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to adjourn the meeting at 5:23 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 August 2022.

Calls for Service	332	Parking Violations	1
Signal Calls	101	House Watches	1
Telephone Calls	70	Vehicle Lockouts	2
Investigations	76	Light outage	2
Hearings	8	B.O.L.O	16
Traffic Accidents	5	Asst. Fire/Ambulance	10
Written Warnings	5	Asst. other Police Dept.	20

Receipts:

Fines	\$ 724.45
Reports	\$ 30.00
Tickets	\$ 10.00
Total	\$ 764.45

Special Information:

- Safety assessment plan with JASD on 8/2.
- Spoke with JASD school board on 8/10.
- Attended Drug Summit on 08/31.

Offenses:

	Number	Arrest	Handled Otherwise
Drugs	4	2	2
Assaults	3	2	1
Burglary	2	0	2
Thefts	2	0	2
Criminal Mischief	2	0	2
D.U.I.	0	0	0
Disorderly Conduct	1	1	0
Mental Health	4	0	4
Sex Offenses	1	0	1
Family and Children	14	1	13
All Other Offenses	26	7 (7 MV Arrests)	19
Totals	59	20	46

Respectfully



Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

August 2022 Johnsonburg Fire Department Report

Incident Type Count per Station for Date Range

Start Date: 08/01/2022 | End Date: 08/31/2022

INCIDENT TYPE	# INCIDENTS
Station: EC2 - ELK COMPANY 2	
111 - Building fire	3
311 - Medical assist, assist EMS crew	2
322 - Motor vehicle accident with injuries	1
424 - Carbon monoxide incident	2
444 - Power line down	1
551 - Assist police or other governmental agency	1
652 - Steam, vapor, fog or dust thought to be smoke	1
733 - Smoke detector activation due to malfunction	1
744 - Detector activation, no fire - unintentional	1
# Incidents for EC2 - Elk Company 2:	13

Calls in Johnsonburg Borough - 10

Calls in North Ridgway Township – 1

Automatic / Mutual Aid Calls – 2

Total Man Hours for All Calls August 2022 – 280.49

Total Monetary Fire Loss Johnsonburg Borough August 2022 - \$430,000

Total Monetary Fire Loss North Ridgway Township August 2022 - \$0

No injuries to members this month

Respectfully

Christopher G. Kreckel

Chief

Boro report

street crew

- installed new catch basin on elk ave
- fixed alley in rolfe
- looked at pipes on mary st and grove with camera
- cut west branch of clarion river
- cut silver creek
- fixed curb on penn st
- marked pa one calls
- put caliper on 12 f350
- cleaded expansion joints on grant st bridge
- held dumpster day
- cleaned ditch by dnd auto
- put plugs and wires on bucket truck
- put hot patch up cedar alley
-

Treasurer's Report
August 2022

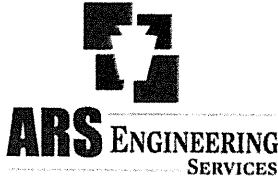
Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance
General	\$376,899.32	\$59,238.51	\$86,998.10	\$349,139.73
Street Light	\$70,397.86	\$1,694.48	\$2,772.32	\$69,320.02
Library	\$1,203.11	\$829.28	\$14.32	\$2,018.07
Retirement	\$177,739.19	\$1,455.34	\$2.87	\$179,191.66
Highway Aid/Liquid Fuels	\$48,621.43	\$2.04	\$823.99	\$47,799.48
Borough Equipment	\$78,527.44	\$1,596.01	\$19.83	\$80,103.62
Fire Services	\$156,073.00	\$1,758.56	\$17.31	\$157,814.25
Community Center	\$66,992.02	\$12,244.61	\$19,190.58	\$60,046.05
Payroll	\$6,495.73			\$10,828.44
Per Capita	\$5,228.83	\$104.50	\$5.20	\$5,328.13
Debt Service Fund	\$80,945.81	\$2,946.64	\$40.18	\$83,852.27
Community Improvement	\$129,658.77	\$3,204.66	\$7,460.41	\$125,403.02

Outstanding Expenses & Liabilities

Fund	Amount	Description
General	\$18,375.48	2018 Act 13 funding/DCED strategic plan
General	\$2,036.51	2019 Act 13 funding/flood control management
General	\$20,000.00	2021 Elk County ARPA funding - police department remodel grant
General	\$4,744.47	2022 Selective Insurance Welcome sign traffic accident
General	\$30,372.30	2022 Act 13 funding
General	\$1,010.00	2022 Johnsonburg Endowment Fund grant - police department furniture
General	\$3,370.00	2022 Johnsonburg Endowment Fund grant - Johnsonburg Hotel site cleanup

Monthly Bills

General		Highway Aid
Community Center		Community Improvement
Other		

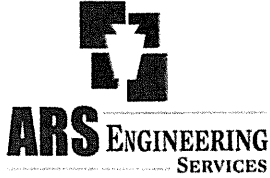


Engineer's Report – September 12, 2022 Johnsonburg Borough Council Meeting

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

- We continue to work with Kimball's engineers to finalize the preliminary Flood Mitigation Report. We anticipate final copies of the Report will be forthcoming, once they've received copies will be made available to Council and a public meeting will be scheduled for them to report their findings and analysis.
- Bids for the re-scoped West End Storm Sewer Replacement Project – Phase 1 were opened at the September 6, 2022 County Commissioner's Meeting; this covered the Grove Street portion of the overall project. Four (4) bids were received with Continental Construction as the low bidder; after review the Commissioners approved their \$163,248.00 bid. Continental has already begun procuring materials and anticipates starting in the next couple of weeks.
- There is potentially a balance surplus of funding available from the CDBG funding approved for the Grove Street Stormwater Project which needs to be spent by the end of the year. Several slum & blight demolitions are being considered to cover the balance.
- The Harrison Avenue Stormwater Project, which was submitted this year for a CDBG grant, has officially been qualified after the completion of income surveys of affected properties.
- We've been notified the Planning Commission has recommended all 2022 CDBG applications be approved and the Commissioners intend to fund each. Those applications include the slum & blight cleanup of the former Johnsonburg Hotel site and a stormwater replacement project along the upper portion of Harrison Avenue. Final funding amounts will be announced by the Commissioners in the near future. Work on these projects cannot start until funding has been formally approved by the Commonwealth and received by the County which isn't anticipated until Spring/Summer 2023.
- We've reached out to all contractors who provided estimates for the slum and blight demolition of the 306 & 308 High Street to confirm those still are valid, if they are not we requested updated estimates per request from the Planning Department who is providing funding. We hope to have both removed and the site cleared and graded before the end of the year.
- The Hemlock Street Stormwater Project remains to be finalized. We will be working with the Road Crew to figure out the best location for the new storm drain, as well as the proper tie in to existing drains.
- No additional updates are currently available for the status of the Local Share Account grant application for the Armstrong Theater site. We reached out to the DCED reviewer but continue to be told it remains in the review stage.



Code Enforcement

- The structure on the property at 510 Glen Hazel Road has been demolished and at least six (6) dumpster loads have been removed to date. Progress is being made towards the JMA having the site cleared and graded by the November 2, 2022 deadline. We continue to observe progress and have received multiple confirmations the work will be completed in a timely manner.
- Multiple properties have recently been posted as “uninhabitable” as a result of notification from the JMA that water service had been terminated. If those properties do not have water service restored all residents are required to vacate the property or face violation tickets and potential removal by the County Sherriff’s Office.
- The two (2) residential properties severely damaged by fire on the 500 block of High Street have been posted as Dangerous Structures. The structure where the fire originated has already been partially demolished and all correspondence to date indicates both will be razed.
- Residents are reminded grass cuttings are not to be blown onto and left remaining on roadways and alleyways. The cut grass can affect proper drainage during storm events and can potentially clog catch basins which could result in localized flooding. This is being observed all over the Borough and violation tickets can be issued if and when observed.

Respectfully Submitted,

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

Ryan Miller, PE

JOHNSONBURG MUNICIPAL AUTHORITY
REGULAR MEETING
WEDNESDAY, AUGUST 10, 2022

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, Jack Fowler, Kenneth Polaski, Earl Park, Thomas J. Weaver. Charles DeStephano - excused
Dan Newell, Rick Brown, Ken Caldwell, Corey McCabe, Tracey Mehalko, (Travis Long – JHA, participated by via ZOOM). Andy Johnson – GD&F - excused

VISITORS – Joyce Maletto (Johnsonburg Press), Al Maletto, Kyle Paget, JR DePanfilis, Renee Thiry, and Bart O’Leary.

VISITOR COMMENTS ON AGENDA RELATED ITEMS– NONE

EXECUTIVE SESSION – A motion was made by Thomas Weaver and seconded by Jack Fowler to enter executive session at 4:01 pm to discuss former employee’s resignation. Roll call vote: James Reinsburrow- no, Richard Zeigler no, Jack Fowler - yes, Kenneth Polaski - no, Earl Park- no, Thomas J. Weaver - yes. Charles DeStephano – excused. Motion did not pass to enter executive session to discuss former employee’s resignation (4-no, 2=yes, 1-excused). Motion was made by Earl Park and seconded by Rick Zeigler to enter executive session at 4:02 pm to discuss litigation. Roll call vote: James Reinsburrow- yes, Richard Zeigler yes, Jack Fowler - yes, Kenneth Polaski - yes, Earl Park- yes, Thomas J. Weaver - yes. Charles DeStephano – excused. Roll call vote 6=yes, 1=excused. Motion passed by members presents. A motion was made by Rick Zeigler and seconded by Earl Park to exit executive session at 4:34pm, motion carried unanimously by members present. A motion was made by Earl Park and seconded by Rick Zeigler to enter regular meeting, at 4:35 pm, motion carried unanimously by members present. Litigation and personal was discussed with no action taken.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING – A motion was made by Jack Fowler and seconded by Thomas Weaver to approve meeting minutes from July 13, 2022, meeting was made by and seconded by Motion carried unanimously by members present.

MANAGERS REPORT – Pipe from 3rd avenue tank (alongside pull off on old RT219) has been organized. 7-21-22. Auditor was in the week of July 17th. Audit is still in process; completion date has not been given. Organization continues at JMA (prints, manuals, records, and labeling). Demo of the house on 510 Glen Hazel Road, began on 8-5-2022. August 13, 2022, one year mark for operation of the new water plant on 109 first Avenue. Capital needs for JMA: New trucks, Membrane filters, Savings for water and sewer.
SNAPSHOT - Total active EDU accounts for JMA, Sewer commercial = 194, Sewer residential = 987, Water commercial = 200, Water residential = 1099. EDU rates were discussed

WATER REPORT – Marking PA one calls. Complete work orders as needed. Reading water meters. Fixing water leaks as needed. Working with contractors, Engineers on intake upgrade. Working with Engineer, Contractor on punch list items. Bergen alley graded and rolled, discussed paving or tar and chip with Linda Thomas. Needs addressed immediately. House at 510 Glen Ave knocked down. Cell Phone reimbursement problem. Utility Truck found in Brockway. New Hire. Renew Remote pc for the year (Remote access to water plant). Upgrades to programming for DEP. Upgrade to SCADA/telemetry for remote access. List of customers with sump pumps into sanitary sewer. Quote for chlorine building, Silver Creek Pump Station (\$15,330.00). Ken Caldwell expressed concerns with grading/paving the road at the new water plant and there may be possible grant solutions with USDA. Several solutions were discussed on how to manage the road (Bergan Alley) such as borough and JMA contribute to pave, close the ally down, put up barriers – Ken Caldwell will work with Street department to come up with a possible solution. Thomas Weaver asked about the alley by 1st Avenue, as it continues to wash out. Ken Caldwell will begin debris clean up at 510 Glen Hazel Road as soon as possible. Ken Caldwell and Travis Long spoke about the structure at Silver Creek for chlorine.

WASTE-WATER REPORT – 7-7-22 – Shut down clarifier #1. Need to replace rubber seal on piping, West Center pump station was reset by ELCO. Pump station is back up and running. 7-20-22 – All pump stations were sprayed with Orange Blast Degreaser. 7-22-22 – Put manhole disk in paper mill treatment area. Diverts water from sewer lines. 7-25-22 – Ram Industry rebuilt pump #1 and installed it at raw pump station. 7-26-22 – Switched chlorination channels. ELCO replaced electrical circuit at raw pump station. Corey McCabe spoke about electrical surges related to call outs. He also indicated that we need the upgrade from ELCON. Rick Zeiger also spoke about his experiences at his residence, per electrical surges.

ENGINEERS REPORT – CAPITAL IMPROVEMENTS PROJECT (WATER TREATMENT, STORAGE AND DISTRIBUTION) – USDA FUNDED: JHA continues to monitor the punch list finalization/project closeout process. JHA continues correspondence with chief water operator and GD&F on various items pertaining to distribution, intake, and overall operations. JHA/JMA/GDF have been communicating with vendor's, contractors, and team to determine a corrective action approach-Status Pending. August 13th, 2022 will mark the 12-month operation of the new plant, pursuant to the public water supply permit Innovative Technology status, a report of the plant performance and tabulation/summary of plant performance data is to be compiled and submitted within 15 months of plant start-up. JHA has been working with JMA staff to receive said performance data and compile/summarize for the necessary reporting. JHA/JMA continues to review the COA to ensure all system reports, SOP's, etc. are updated as per the requirements.

CAPITAL IMPROVEMENTS PROJECTS (WATER DISTRIBUTION SYSTEM EXTENSIONS AND REPLACEMENTS) – PLANNED PENNVEST FUNDED: Rights-of-Way easements in processing with Solicitor Brown remain ongoing. JHA and Solicitor Brown continue to address easements for the water line extension and will be having ongoing meetings to review and discuss. Permitting packages being finalized (on-track). Funding opportunities to be reviewed with lending agencies to identify best available packages.

WATER: JHA continues routine correspondence with JMA and its operations staff. JHA is finalizing the permit amendment package for the chlorination booster system at the Long Level Road station. Documents will be submitted this week for signature and then upload to DEP.

WASTEWATER: JHA continues routine correspondence with JMA, and its operation staff. Monitoring ongoing electrical work at the WWTP and addressing staff questions as needed. JHA continues to provide NPDES reporting oversight and guidance.

GRANTS AND FUNDING ASSISTANCE: JHA continues to monitor all grant funding sources and opportunities, in concert with those identified by JMA for review and considerations as applicable. Meeting had with USDA on 7/18/2022 to review funding opportunities, USDA has opportunities for grant/loan combination. They are interested in funding your water distribution projects. USDA also gave reference to other USDA divisions that may be able to offer assistance for addressing the access road issues at the new water treatment plant, specifically paving. Awaiting those contacts and review of program further to share with the board.

MISCELLANEOUS: Powers Run Dam Permit issued – Awaiting grant funding opportunities through American Rivers. Status Pending. Jim Reinsburrow asked if USDA will pay for the Silver Creek addition (chlorine building). Travis indicated this should not be an issue, but material is 12 weeks out.

PROJECT ENGINEERS REPORT – Construction Status. Project Status Updates. Contract No. 1 – Water Treatment Plant, General Construction. Contractor has been working on outstanding punch list items at the treatment plant. GDF continues to work with Contractor and JMA staff to get outstanding items finished. All materials have been approved for intake screen modifications. Equipment is expected to be delivered early September. Continue to work with operator on any operational issues. Contract No. 4 – Water Distribution System Improvements. All contract close-out paperwork has been submitted and approved by USDA. Trombold Equipment who provided the USEMCO pump stations has agreed to replace damaged flow meter at Dill Hill. Flow meter has been ordered and upon arrival installation will be scheduled. While on site to install flow meter Trombold has agreed to inspect other pump stations for any possible outstanding issues. Project Payment Applications and RUS Requisition Approvals. No requisition or pay applications this month.

SOLICITORS REPORT- NONE

COMMITTEE REPORTS

- a. Administration – NONE
- b. Finance– NONE
- c. Fire Department– NONE
- d. Hiring – Earl Park presented the hiring of JMA laborer
- e. Johnsonburg Borough– NONE
- f. Operations– NONE

APPROVAL OF TREASURERS REPORT (financial snapshot) - A motion was made by Earl Park and seconded Ken Polaski to approve the JULY 2022 treasured report as presented. Motion carried unanimously by members present.

Bank Balances as of: July 2022

Northwest

Sewer Money Market - \$ 64,238.64

Payroll - \$ 42,615.58

Water Pennvest - \$ 37,853.89

Sewer Pennvest - \$ 510.67

Operating Checking - \$ 173,828.08

Sewer Savings - \$ 76,690.10

Water Savings - \$ 795,655.40

CNB

CD - \$ 25,987.34

Savings Acct. - \$ 12,371.56

Water Project Checking (COA) - \$ 237,934.54

Sewer Checking - \$ 9,816.67

Waterline Extension - \$ 14.00

Debt Payments Due

CNB Mortgage - \$ 284.86

CNB Line of Credit Interest - \$ 829.21

Pennvest - \$ 15,529.32

Pennvest - \$ 8,580.54

Pennvest - \$ 11,718.30

APPROVAL TO HIRE A LABORER - A motion was made by Earl Park and seconded Ken Polaski and to approve the hiring of Christopher Everett, for the laborer position at JMA. Roll Call vote: James Reinsburrow- yes, Richard Zeigler yes, Jack Fowler - yes, Kenneth Polaski - yes, Earl Park- yes, Thomas J. Weaver - yes. Charles DeStephano – excused. Motion pass by majority vote 6=yes and 1 excused.

APPROVAL OF RESOLUTION - A motion was made by Earl Park and seconded by Rick Zeigler to approve resolution relative to committee attendance (enclosed resolution 8-10-2022. Roll call vote: James Reinsburrow- yes, Richard Zeigler yes, Jack Fowler - yes, Kenneth Polaski - yes, Earl Park- yes, Thomas J. Weaver-no. Charles DeStephano – excused. Motion passed by majority vote: 5=yes, 1=no, 1=excused.

Thomas Weaver stated that he did not agree with the resolution for the manager to be involved in all committee meetings. Earl Park made comment that he believes that the manager should always be involved in all committee meetings. Ken Caldwell and Corey McCabe made comments that they believe some board members are not following a chain of command. People should go to Dan Newell - manager first and then to Jim Reinsburrow – chairman if needed. They would like for the board and JMA staff to be on the same page to avoid unnecessary conflicts. Rick Brown pointed out about working together, following hierarchy and chain of command to aid in productive meetings.

APPROVAL OF JMA REPORT MODIFICATION - A motion was made by Jack Fowler and seconded by Earl Park to approve the JMA report modification proposal for DEP reporting. Motion carried unanimously by members present

APPROVAL OF BILLS - A motion was made by Earl Park and seconded by Rick Zeigler to approve bills as presented. Motion carried unanimously by members present.

WATER: \$55,556.82

WASTEWATER: \$84,378.50

BUSINESS AFFAIRS –JMA is seeking quotes to make corrections to the concrete steps on Blain Avenue.

BOARD DISCUSSION – None

COMMENTS FROM VISITORS – Eric Poague -was not present. Renee Thiry, inquired about land behind the old Powers Run water plant and the potential sale of. Jim Reinsburrow commented that no decisions have been made. Rick Brown commented that this would need researched as well.

EXECUTIVE SESSION – None

ADJOURNMENT OF MEETING- Motion as made by Rick Zeigler and seconded by Ken Polaski, to adjourn the meeting at 5:17 PM. Motion carried unanimously by members present.

Kenneth Polaski,
Secretary
DJN

DRAFT

Johnsonburg Recreation Activities Board Minutes – Tuesday May 5

Meeting called to order at 5:04 pm

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

Guest:

Absent: Tracy Crowe,

July minutes were reviewed and James L. motioned to accept followed by a second from Patty M. minutes were approved.

Financial Report:

(See Attached)

OPEN ISSUES:

A.) Grants update: Waiting to hear officially.

B.) Wine Festival: October 8th. Need street closed 12p to 12a, outdoor permit for open container, and glasses need ordered. Wineries need invited. TJ Weaver has pizza vendor scheduled.

C.) Alumni: Tara spoke to Extreme Wear about shirts. We have the contest logo and design. How many shirts should we order? 500 would give a \$4,000.00 profit with kids sizes included. A majority would be adult sizes and the rest would be youth. Adult would cost 6.50 each. Adult would sell for \$15 and kids for \$10. (see director's report)

DIRECTOR'S REPORT:

(See Attached)

Tara also reviewed the PRPS letter and we discussed a membership for next year so we can have full use and not just a ½ year. All agreed it is worth the price to do a year trial. We don't have to rejoin if it's not worth it.

NEW BUSINESS:

A.) Fire hydrant We are going to ask the Water company to put in the hydrant.

B.) Sidewalk on hold because we don't know how deep the lines are.

C.) Blacktop out back Needs fixed. Has been over 10 years. We have quotes from Slade Horner. James L motioned to go with the \$10,000.00 for longevity. John O. seconded. The board would like to have this repaired

D) Thank you to summer help: discussed a way to thank them, maybe with a lunch.

E) Weight Room: John O. presented an estimate for some equipment that is lighter. The number of people that would use is really isn't worth the price. However, the hand strap is

needed. James motioned to get the hand strap and Patty M. seconded. Motion carried to ask for the hand strap purchase.

F) **Women's locker room-** Tara will price and purchase a dehumidifier for the women's locker room due to the humidity and the water in the locker room. Tara will find one and have Rachel to order.

G) **Playground equipment-** There is some playground equipment that is loose and may need fixed. Tara will call Tommy & Judd to fix.

July Financial Report 2022

Memberships		Domtar	
\$13 - 1 mo Aiello		\$48.50	
\$78 - 6 mo Manno	Key Cards	\$52.50	Ballroom
\$13 - 1 mo Hansen	\$10 - Manno	\$48.50	\$100 - Caristo
\$13 - 1 mo Paul	\$10 - Hansen	Total = \$149.50	\$12 - Manno
\$204 - 6 mo Norlin	\$10 - Vasquez		\$500-Trambley
\$37 - 1 mo Gelsick	\$10-Barclay		Total = \$612
\$324 - 1 yr Destephano	\$10-Norlin		
\$13 - 1 mo Vasquez	\$10-Dankereiter	Event	
\$37-1 mo family Timm		\$605 - Day Camp	
\$13- 1 mo Sarginger	Total = \$60		Women's Locker Room
\$13-1 mo Horner			\$50-Marrone
\$13-1 mo Lecker			
\$13- 1 mo Disque	Rental		Total=\$50
\$216-1 yr Knight	\$100 - CJD Foundation		
\$13-1 mo Welsh	\$75-Havrda	Total = \$605	
\$37-1 mo family Havrda	\$40- O-Rourke		
\$81-3 mo Tomaski			
\$27- 1 mo Heise		Aqua Fit/Open Swim	
\$13- 1 mo Schneider		\$35	
\$13-1 mo Haight	Total = \$215	\$20	Memorial
\$276- 1 yr Barclay		\$50	\$100- from Klusacek for Haight
\$132-6 mo Kreckel		\$35	\$80- from Haight for Haig
\$13-1 mo Lynch	Wall of Honor	\$45	
\$120-1 yr Wachob	\$175 - Myers		
\$13-1 mo Ramirez	\$175- Miller	Total = \$185.00	
\$78- 6 mo Dankereiter			Total = \$180
\$22- 1 mo Peterson			
\$39- 3 mo Frey			Silver Sneakers
\$324- 1 yr Steis			\$300
	Total = \$350		Total=\$300
Total = \$2,201.00			

Total = \$4,907.50

August 2022 Directors Report

- We finished up Summer Day Camp. We averaged 12 kids a week and made close to \$1400.
- The Chamber of Commerce had a Business Expo here on July 18th from 6-8. They had a decent turn out with around 22 businesses. We had a table set up as well, unfortunately 90% of the people who attended were already members here.
- Big thank you to the Crowe family and my husband for helping us finally get the pool table moved from Rick Zeigler's house to the Billiard room!
- We need to start contacting wineries and entertainment, get glasses ordered, get street closed and outdoor drinking permit for the wine festival happening October 8th.
- Anthony Santiso donated 2 projectors to the building and his son dropped them off on Monday August 1st. One has a bracket that can easily be installed somewhere permanently, and one is completely portable.
- I put together a basket to donate to the Buffalo Niagara Honor Flight bash at the Dam Inn on August 13th.
- The Pennsylvania Recreation and Park Society member application is available to us. I believe if I am reading it correctly it would cost us \$100 for 5 of our board members to become a PRPS member. I think we should try this for next year and see how beneficial it is for us, if it is extremely beneficial, we can continue to do it annually, if not we can consider it a bust. I have attached the brochure and application in your packet.
- Devon Nichols has started community service here. Helping paint and scrape in the ball room.
- Tyra is done working August 12th and Tameryn is done August 19th. They were a HUGE help this summer.
- We are trying to have an end of summer party for the kids August 17th and 18th, I hope we get kids to register, if we don't have enough interest I will cancel it.
- I had Alyse from Drug and Alcohol Abuse Services come in and train me, Kellie, Tameryn, and Tyra on using Narcan. We have a supply on hand here at the building and she will keep it up to date and in stock for us for free.
- Ryan Hoyt and his friends from out of state came here on July 26th and performed a paranormal investigation. They used legit machines and cameras but only do this as a hobby, they aren't professionals. Dave Votano was interested in this so he offered to be here while the guys did their investigation throughout the night. They found a few orbs on the 3rd floor and picked up some activity in the weight room and a whisper recording that said "Jesse is here."
- I went to Xtreme wear in Dubois to talk to them about ordering t shirts to sell for a fundraiser. The bulk discount is 500 shirts printed for \$2,900. We are able to do adult and youth. Say we sell adult shirts for \$15 and youth for \$10 and we sell all 500 we would profit \$4000.
- Tommy and Judd looked at the toilet in the women's locker room and said we need a new wax ring. The backup from the storms could have blown it right off. They are working on getting a camera to put down the drains and try to figure out why this is happening.

August 10, 2022
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Wednesday, August 10, 2022 at 10:00 AM at the Elk County Fair Grounds, Building #1. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Kim Frey, Elections Director; Calvin Moore, IT Intern; Jim Abbey, IT Director; Tracy Gerber, Planning Director; Becki Taylor, CDBG Coordinator; Lee Neureiter, Register and Recorder; Sheriff William Caltagarone; Benjamin Izbinski, Deputy Sheriff; Dave Mattiuz, Fox Township Supervisor; Ernie Mattiuz, Elk County Farm Bureau Secretary; Jeremy Dorsey, Elk County Fair; Jake Mercer, Press; Marilyn Secco, Press.

Excused were Commissioner M. Fritz Lecker.

There were no participants via Zoom.

Matthew G. Quesenberry made a motion to approve the agenda as presented and seconded by Joseph C. Dagher, carrying unanimously.

Joseph C. Dagher made a motion to approve the August 2, 2022 minutes as presented, seconded by Matthew G. Quesenberry and carried unanimously.

PRESENTATION-N/A

RESOLUTION- N/A

OLD BUSINESS-N/A

1. Johnsonburg Storm Sewer Project for FY 2019, 2020 and 2021 – Two (2) bids were received and opened by Patrick Straub at the August 2, 2022 meeting- Bob Cummings Construction of Bradford bid \$557,000 and Continental Construction of Ridgway bid \$567,633.74 – The County Engineer and CDBG Coordinator asked for the bids to be tabled until the August 10th Commissioner meeting allowing more time to review the bids - Becki Taylor stated that the lowest bid was significantly higher than the grant money available for the project – The project will need to be re-scoped and rebid as smaller projects – A motion was made by Matthew G. Quesenberry to reject all bids at this time, seconded by Joseph C. Dagher and carried unanimously.

NEW BUSINESS-

1. Application for Liquid Fuels Tax Funds in the amount of \$6,000 for Johnsonburg Borough towards the purchase of a 2022 Ford F550 dump truck for road maintenance and snow plowing - Total cost of the purchase is \$89,607.60 – A motion was made by Joseph C. Dagher to approve the application for \$6,000 to Johnsonburg Borough, seconded by Matthew G. Quesenberry and carried unanimously.
2. Contract with AllPaid to provide credit card services to the Register/Recorder office - Lee Neureiter stated that his solicitor has reviewed the contract – This is a service that allows credit or debit card transactions within his office which will be especially helpful since a lot of people don't carry cash – The swipe feature is up and running with the chip reader to be implemented by the first of the year - This is at no cost to the County – A motion was made by Joseph C. Dagher to enter into the contract with AllPaid seconded by Matthew G. Quesenberry and carried unanimously.
3. Election Integrity Grant for \$103,425.87 this grant can be used for various items within Act 88 for elections - Kim Frey explained that Elk County was allocated \$103,425.87 from the Act 88 legislation for the grant – There are stipulations that the County must follow to be eligible for the grant money – eligible expenses include payment to staff for canvassing mail-in and absentee ballots as well as printing of ballots, training costs for district election officials, payment to staff at polling places on election day, transportation, storage and management of voting apparatuses and the cost to county board of elections duties related to processing voter registration applications - A motion was made by Joseph C. Dagher to apply and accept the Election Integrity Grant seconded by Matthew G. Quesenberry and carried unanimously.

APPROVAL OF THE BILLS: July 30, 2022 through August 5, 2022

• General Fund	\$147,077.15
• Liquid Fuels Act 144	\$279.82
• Act 13 Marcellus Legacy Fund	\$482.25
• COVID ARP	\$96,155.87
• Gas Well Impact Fee	\$10,000.00
• Hazardous Material Response	\$200.05
• E-911 Wireless Fund	\$15,531.55
• Law Enforcement Dispatch	\$30,834.38
• Northern Tier Regional Tele Project	\$220,872.17
• Debt Fund	\$13.05

→ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE-

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

GOOD OF THE COUNTY –

- This is the 47th Annual Elk County Fair – for all the volunteers who come together to make this happen each and every year, thank you! – Jeremy Dorsey explained this is the Elk County Fair and not the ‘Kersey’ fair, exhibitors bring in their goods prior to the opening day at the fair, which are then judged and all are put on display
- There is a free service to Elk County property owners whereby they can be notified by email of any document recording in their name – The service is called FraudSleuth - Lee Neureiter stated that anyone can register online and if someone tries to record a deed or mortgage against your property you will receive an email notifying you
- Ernie Mattiuz invited everyone to the Big Maple Farms on September 9th for the annual Farm Bureau meeting
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

QUESTIONS FROM THE PRESS- N/A

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING –

The meeting was adjourned at 10:21 AM on a motion by Joseph C. Dagher, seconded Matthew G. Quesenberry and carrying unanimously

ATTEST: _____
Chief Clerk

**Next Meeting: Tuesday, September 6, 2022
10:00 A.M. Courthouse Annex
Conference Room #2**