

Johnsonburg Borough
Regular Meeting
September 8, 2025

Call to Order
Silent Prayer
Pledge of Allegiance

Roll Call

Approval of Agenda

Approval of Minutes

- Regular meeting August 11, 2025

Guests & Public Comment on Agenda Items

Reports

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

Old Business

1. Johnsonburg Community Center fitness center ceiling
2. Waste Management Contract

New Business

1. 2025-2026 Anti-skid bids
2. Bucket truck purchase
3. Johnsonburg Community Center steam line quote
4. 2026 Minimum Municipal Obligations (MMOs) – uniform & non-uniform pension
5. Set trick or treat date and time
6. Street closing request for Halloween parade
7. Street closing request for annual CJD fundraiser

Executive Session (if needed)

Public Comment on Agenda Items

Adjournment

Johnsonburg Borough
Regular Meeting
August 11, 2025
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		
Lindmar, Chris	Code Enforcement			X
Maletto, Alfred J.	President	X		
Miller, Ryan	Engineer	X		
Paget, Kyle	Mayor		X	
Poague, Eric	Councilman	X		
Thomas, John R.	Solicitor	X		
Warmbrodt, Richard	Councilman	X		

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

Minutes: A motion was made by Councilman Poague and seconded by Councilman Warmbrodt to approve the minutes from the regular meeting held on July 14, 2025. Motion carried unanimously.

Guests & Public Comment: None present.

Monthly Reports

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$9,984.86, Community Center Fund - \$24,653.12, Highway Aid Fund - \$211.50, and Community Improvement Fund - \$7,401.19. A motion was made by Councilman Imbrogno and seconded by Councilman Warmbrodt to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Mayor: Mayor Paget was absent.

Police: Monthly report is on file. Chief Clopp was excused.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file.

Engineer Report: Monthly report is on file. Engineer Ryan Miller reviewed current projects including the Bergen St. & First Ave. demo project, the Bridge St. sidewalk replacement project, the Johnsonburg Community Center exterior restoration project, and the Johnsonburg Community Center ballroom air conditioning project.

A discussion was held on installing air conditioning in the Johnsonburg Community Center gymnasium.

Code Enforcement: Monthly report is on file. A discussion was held on two properties on Third Ave. and properties being sold when still under code enforcement restrictions.

Recreation Board: Nothing received.

Council Committees: Nothing to report.

Solicitor: Solicitor Thomas reported that legal action on 508 Second Ave. is progressing.

Municipal Authority: Minutes and reports are on file. Johnsonburg Municipal Authority Manager Brian Buesink was present to update the board on current projects.

Old Business: 1. Engineer Miller reported that he was unable to secure any bids or interest from contractors for the removal of the fitness room ceiling at the Johnsonburg Community Center. He feels this is due to it being indoor work during the outdoor construction season. A discussion was held on options for removal of the area this is falling.

Councilman Poague gave an update on the regional police force meeting which led to further discussion on the topic.

New Business: 1. Secretary Kilhoffer reported that we have not yet received our garbage contract renewal from Waste Management. A brief discussion was held on our garbage service, and it was decided to contact other companies, including Ridgway Borough, to see if they are interested in the contract.

2. A motion was made by Councilman Imbrogno and seconded by Councilman Warmbrodt to purchase a fireproof filing cabinet for borough records for approximately \$3,500.00. Motion carried unanimously.

Public Comment on Agenda Items: President Maletto asked the other council members to consider the idea of purchasing all the borough properties in the county repository.

Councilman Imbrogno led a brief discussion on borough properties, appraisals, and the sale process.

A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to move into executive session at 5:00 p.m. to discuss litigation. Motion carried unanimously.

A motion was made by Councilman Imbrogno and seconded by Councilman Poague to return to regular session at 5:14 p.m. Motion carried unanimously.

President Maletto stated that, during executive session, litigation was discussed but no decision was made.

Adjournment: A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to adjourn the meeting at 5:15 p.m. Motion carried unanimously.

Rachel Kilhoffer
Secretary

DRAFT

Treasurer's Report

August 2025

Account	Beginning Monthly Balance	Income	Expenses	End of the Month Balance	PLGIT Balance	PLGIT Interest
General	\$186,259.92	\$21,794.21	\$65,578.33	\$142,475.80	\$390,417.01	\$1,276.69
Street Light	\$13,350.70	\$1,281.93	\$3,847.44	\$10,785.19	\$102,362.24	\$377.70
Library	\$2,311.63	\$536.76	\$2.40	\$2,845.99		
Retirement	\$2,789.60	\$1,607.81	\$1.17	\$4,396.24	\$222,908.72	\$822.50
Highway Aid/Liquid Fuels	\$19,810.71	\$0.84	\$211.50	\$19,600.05	\$34,120.21	\$125.90
Borough Equipment	\$12,557.26	\$1,220.18	\$4.34	\$13,773.10	\$46,666.74	\$172.19
Fire Services	\$4,022.77	\$11,035.62	\$2.96	\$15,055.43	\$99,907.58	\$368.64
Community Center	\$48,234.74	\$51,637.73	\$61,360.36	\$38,512.11	\$28,714.44	\$224.93
Per Capita	\$4,834.96	\$60.50	\$3.03	\$4,892.43		
Debt Service Fund	\$47,386.91	\$1,763.65	\$6.74	\$49,143.82		
Community Improvement	\$95,206.27	\$5,057.61	\$23,534.40	\$76,729.48		
EMS	\$1,444.99	\$22.93	\$1.15	\$1,466.77		

Outstanding Expenses & Liabilities

Fund	Amount	Description
Community Improvement	\$5,000.00	Community Heart & Soul grant match
Community Improvement	\$25,000.00	DCED STMP Phase 2 grant match
Community Improvement	\$10,000.00	PA Humanities Heart & Soul grant
General	\$20,914.88	2025 Act 13 funding

Monthly Bills

General	Highway Aid
Community Center	Community Improvement
Other	



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 2025.

Calls for Service	290	Parking Violations	0
Signal Calls	71	House Watches	1
Telephone Calls	98	Vehicle Lockouts	3
Investigations	51	Light outage	0
Hearings	3	B.O.L.O	8
Traffic Accidents	4	Asst. Fire/Ambulance	1
Written Warnings	8	Asst. other Police Dept.	26

Receipts:

Fines	\$ 954.85
Reports	\$ 0.00
Tickets	\$ 0.00
Total	\$ 954.85

Special Information:

- Department attended active shooter training on 08/12.
- Attended safety and security meeting at JAHS on 08/14.
- All patrol vehicles passed annual state inspection.

Offenses:	Number	Arrest	Handled Otherwise
Drugs	5	3	2
Assaults	2	2	0
Burglary	1	0	1
Thefts	3	2	1
Criminal Mischief	2	1	1
D.U.I.	1	1	0
Disorderly Conduct	2	0	2
Mental Health	4	0	4
Sex Offenses	0	0	0
Family and Children	15	2	13
All Other Offenses	19	8 (10 MV Arrests)	11
Totals	54	29	35

Respectfully



Johnsonburg Fire Department

Fire - Rescue

99 Clarion Road

Johnsonburg, PA 15845

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

August 2025 Johnsonburg Fire Department Report

Incident Type Count per Station for Date Range

Start Date: 08/01/2025 | End Date: 08/31/2025

INCIDENT TYPE	# INCIDENTS
Station: EC2 - ELK COMPANY 2	
111 - Building fire	1
143 - Grass fire	1
311 - Medical assist, assist EMS crew	2
322 - Motor vehicle accident with injuries	1
324 - Motor vehicle accident with no injuries.	1
352 - Extrication of victim(s) from vehicle	1
424 - Carbon monoxide incident	1
445 - Arcing, shorted electrical equipment	1
743 - Smoke detector activation, no fire - unintentional	2
# Incidents for EC2 - Elk Company 2:	11

Calls in Johnsonburg Borough - 8

Calls in North Ridgway Township -1

Automatic / Mutual Aid Calls – 2

Total Man Hours for All Calls August 2025 –75.13

Total Monetary Fire Loss Johnsonburg Borough August 2025 - \$0

Total Monetary Fire Loss North Ridgway Township August 2025- \$0

No injuries reported this month

Respectfully

Christopher G. Kreckel

Chief

BORO CREW REPORT

MARKED PA ONE CALLS.

HAULED RECYCLE DUMPSTERS TO ST MARYS.

FIXED ALLEY OFF CHESTNUT STREET.

CLEANED DITCH BETWEEN MILL AND WATER ST.

INSTALLED INTAKE HOSE ON 12 F350.

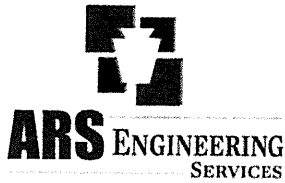
HAULED WHITE GOODS TO RECYCLE.

CLEANED ALL TRUCKS AND EQUIPMENT.

HELD DUMPSTER DAY.

CLEANED DITCH OFF JULIA ST.

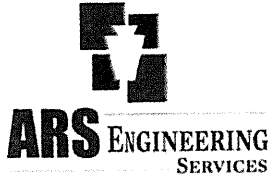
INSTALLED FENDERS ON 12 F350.



Engineer's Report – September 8, 2025 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:

- Bucktail Excavators, Inc. anticipates completing the Bergen St/First Ave Slum & Blight demolitions this Fall. National Fuel finally completed the removal of the service line and meter at 200 Bergen Street . All five (5) houses are now completely disconnected and ready for demolition when the time comes. Funding for this project is being provided by the County through a CDBG (FY 2023) grant and three (3) PHARE funding grants.
- The Bridge Street sidewalk replacement adjacent to the Brick Block has been completed. The project also included the replacement of the handrail along the open area between the building and sidewalk. The majority of funding for this project was provided from the balance of the Borough's FY 2021 CDBG grant.
- The remaining documentation for the three (3) PHARE slum & blight applications has been completed and submitted to the County for review and approval. The residential structures located at 303 & 331 First Avenue would be completed by Bucktail Excavators while 628 Penn Street would be completed by M&M Contractors as a result of the bids opened at the July Council Meeting. Bucktail has indicated they would likely complete these additional demolitions when they are in town for the other Bergen St./First Ave. demolitions if the grants are approved.
- We completed and submitted the Borough's FY 2025 CDBG grant application for the replacement of the JCC accessible ramp entrance and attended the August 27, 2025 Elk County Planning Commission Meeting where we presented the application on behalf of the Borough. We recently received confirmation that the Borough's application was recommended for full funding by the Commission. In addition to a new ramp and direct access to the front entrance, the project will also include a new curb cut and front sidewalks to accompany the existing accessible parking stall out front.
- Redmond Construction completed the majority of the JCC Exterior Restoration Project. All that remains is the application of the waterproof sealer and some additional minor joint repairs that were discovered during the breakdown of the scaffolding. In addition to cleaning and spot re-pointing repairs, all window trim was cleaned, scraped and painted. Funding for this project was provided through a grant from the Palumbo Charitable Trust, we will begin looking for additional funding sources to complete the remaining two sides of the building.
- We met with Allied Systems if the existing A/C equipment recently installed could be extended to the Ladies Parlor on the 3rd Floor of the JCC, which is the last remaining area on that floor to be covered. They confirmed it could be and based on the estimate provided we are moving forward with that installation as a change order to the original Ball Room A/C Project. Funding for this project was made possible through a grant from the Doris Stackpole Foundation and the remaining balance will be utilized for this additional work.



- We have submitted the final reimbursement request to DCED and provided electronic copies of the final Flood Study Report and plans as required by the Flood Mitigation Grant. The grant has been officially closed and the remaining balance has been taken back by DCED. We will continue to explore funding sources to begin the recommendations provided in the report. The entire project can be either completed all at once or in phases depending on funding availability.
- We continue to attend progress meetings with the JMA's engineer concerning the Waterline Extension Project. A majority of the work along Route 219 has been completed and additional work along Borough streets will now be the primary focus. We will continue to provide updates as they become available and if they may potentially impact Borough infrastructure.
- Work continues on the Hemlock Street Stormwater Project plans, project specifications and bid packet and should ramp up now that several construction projects have been completed or are nearing an end. Funding for this project has been provided through an ARPA PA Small Water & Sewer Grant previously awarded by the Commonwealth Finance Authority.
- The Borough is still waiting for the release of funding from the Commonwealth for FY 2024 CDBG projects which are currently tied to the current budget standoff. These projects include the Allegretto Building Slum & Blight Demolition Project and Bridge Street Sidewalk Replacement Project which also includes sidewalks along Market Street and Center Street. At this point it appears the sidewalk project will definitely be a 2026 construction project; however, the demolition project may still be completed before the end of the year but as another month passes this could easily push back into 2026 as well.

Respectfully Submitted,

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

Ryan Miller, PE

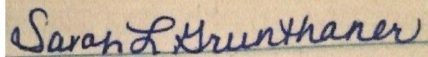
wristbands will be given to ticket holders at the door and sold to those without tickets the night of. Tara will call Casilios to ask for 10 hay bails. JCC Building will be open so no port-a-potties are needed. The Chamber has 2 fire pits. Set up will be earlier Saturday at noon. Advertise radio, facebook, news paper. Admission is \$20 includes music, alcohol sampling, hors d'oeuvres, and signature glass.

- 2) **Gymnasium A/C** Tara Poague has asked EPIC, Tripple H, and Allied Systems for a quote on installing a/c into the furnace unit for the gymnasium. She has not heard back from any of them yet, but they all said it was possible and they would get her a quote. This would be amazing to have for MANY reasons; more summer time rentals, summer basketball/volleyball leagues, blood drives or additional life screenings that need to be climate controlled, summer events, etc.
- 3) **Weightroom Rules:** We need to update the rules in the weightroom to ensure that clothing remains on. We also had reports of younger kids screaming and flexing in the mirrors in front of individuals who are working out. John has had many complaints since the access to the video cameras has been revoked. The Board discussed John O'Rourke getting access back to monitor these behaviors. All members agreed unanimously.

Motion to adjourn: John O'Rourke **Second:** Bev Bouse **Vote:** Unanimous

Meeting adjourned at 5:33 p.m. Next Meeting September 4, 2025 5:00pm

X



Sarah Grunthaner
Rec Board Secretary

July 2025 Directors Report

- Wednesday June 11th Allied discovered that we have a major draft problem in the basement. The air is flowing the wrong way through the chimney causing problems with our boiler and pool heaters. They are going to email Tara Poague our options and quotes on fixing this problem.
- Thursday June 12th Tara Poague met with a student that will be working for Career Link helping us clean and keep up with the building. We still have the other student for another month.
- Monday June 16th, we held a movie night in the lady's lounge. We only had 4 kids show up for it, but they enjoyed the movie and snacks.
- Tuesday June 17th Parents as Teachers had a science project event at the playground from 10:30-12. They had a good turnout of 27 kids and they all had fun.
- Tuesday June 17th the women's locker room flooded again. We had everyone from JMA and Ryan Miller here to look at it. It was determined that there is either something blocking our pipes inside or a pipe is broken.
- Wednesday June 18th Judd Zilcosky and Ryan Miller came and ran a camera down the drains to see if they could figure out more of what is causing us to flood.
- Wednesday June 18th Tara Poague emailed Triple H and asked how they are making out on the quote for bypassing the boiler pipes. She also sent them pictures of the furnace in the gymnasium and asked if they are able to add a/c to it and if they can how much will it cost. EPIC told Tara that they could do it and they were supposed to send a quote months ago, but she is having a hard time reaching them to receive that quote.
- Thursday June 19th Tara Poague reached out to Buerk's Septic Services to see if we could get a porta potty down at the park for the summer/fall. She left a message and emailed them and never heard back.
- Monday June 23rd, we held our first summer slam basketball league night. It was a 5th/6th grade team from Kane vs. a 5th/6th grade team from Johnsonburg. There were parents and spectators standing on the track watching, we had an official referee, and a concession stand. It was 100 degrees and we had to borrow an electric score clock from the wrestlers, but aside from those two things it was amazing. This program is run by the Ramette Boosters, but we wanted to host this one game every Monday night at the JCC to give the gym some life, showcase it to those who have never seen it, and to give the kids a great memory to share in the future. It would be really nice to get a/c in the gym and a working score board and continue this league every summer.
- Wednesday June 25th Jeff Costanzo finished painting the stairs in the fire escape.
- Wednesday June 25th Judd Zilcosky, Tommy Imbrogno, Corey McCabe, and Mike Dacanal ran a camera through the drains to see what our problem is.
- Thursday June 26th, we presented the video on the JCC to the borough dinner at the fire hall.
- Friday June 27th Judd Zilcosky, Tom Imbrogno, Mike Dacanal, and Corey McCabe flushed the sewer lines and we are all cleaned out now!

August 2025 Directors Report

- Wednesday July 2nd the Boys and Girls club brought 80 students over for a field trip. They all had a great time!
- Monday July 7th, we met with the Rotary at the pickleball courts for a picture to put in the newspapers.
- Monday July 7th Carlsons remoted in on the computer to try and fix the door issue at the weight room. They couldn't figure it out so they called the company of the program to see if they could figure it out.
- Tuesday July 8th, we had another Crumbl Cookie Mock day. We had 6 kids show up to make the cookies. They all had fun and the cookies were delicious.
- Wednesday July 9th Allied came and dropped off the a/c unit on the roof. They said they would be back to finish installing it.
- Friday July 11th Allied still hasn't come back so Jacob DeStephano and Dave Votano installed the window a/c units on the third floor.
- Friday July 11th was the alumni on the streets. Tara Poague had the building unlocked for anyone to come in and tour. She also had tables and chairs set out on the porch for people to sit at. Everyone loved the tables and chairs and having a flushable toilet to use. We had many come in to tour and see the wall of honor, but there were also unattended kids running all over the building all night. Tara was here until almost midnight cleaning. If she shuts the building down, we all know everyone will be quick to get on Facebook and complain that the building should have been open and Tara really doesn't mind being here, it is just the cleanup afterwards that was hard, especially having a family reunion here on Sunday, she had to do a lot of extra work. Is there a way to keep the building open, but keep people from being disrespectful to it? Probably not.
- Saturday July 12th, we had a ribbon cutting at 9am for the new pickleball courts and the SaveStation. We had cookies and water for refreshments and the mayor came and cut the ribbon for us. Tom Tomaski also did a demonstration on CPR/AED. He is interested in holding another demonstration here in the fall, probably in the gymnasium so he can have different stations set up. We did not have a great turn out for the ribbon cutting event, but it was a nice gesture. It was also 100 degrees at 9:00 in the morning!
- Monday July 14th-23rd Allied came to finish installing the a/c on the third floor.
- Wednesday July 16th Jeff Costanzo painted the water pipe under the stairs in the basement.
- Thursday July 17th Jeff Costanzo painted the duct work in the guard room at the pool.
- Monday July 21st Dave Votano put a clamp on the hose to the dehumidifier in the weight room so it would stop leaking.
- Monday July 21st we had a movie at the park night from 8-9:30.
- Tuesday and Wednesday July 22nd and 23rd there was a summer camp held here from 9-3 each day. They had 8 kids.
- Thursday July 24th Tara Poague had her bimonthly Family Resource Network meeting in Ridgway. This group helps give families information on the building and lets them know what is available.
- Thursday July 24th APEX came to service the weight room equipment.
- Friday July 25th and Saturday July 26th Jeff Costanzo painted the floor in the guard room at the pool.
- Monday August 4th- Thursday August 7th, we held swim lessons for 10 kids. Someone anonymously donated money for these kids to take swim lessons.
- Visible \$25/month cheap cellphone to connect Venmo account to?



“JAMES THE BUTLER”
For all your cleaning needs:

July Report

- 82 hours in June
- Dave Votano is working on the barn door for the weight room.
- Dave Votano is working on installing handles on the doors on the third floor. There are 9 of them all together.
- Dave Votano fixed the steps in the main stairwell. There are a couple more spots that he started fixing up. He is almost finished.
- David Sallack is going to put bricks on the wall in cardio room to match the main room of the fitness center.
- Jum Grumley is working on patching the hole in the entrance room to the fitness center
- Jeff Costanzo finished painting the steps in the fire escape
- Derrick Hollobaugh painted the duct work extension that Jon Updyke installed in the weight room.
- Judd Zilcosky, Tommy Imbrogno, Corey McCabe, and Mike Dacanal ran a camera in the drains downstairs and found a block about 11 feet in from the coal shoot. They were able to blow it out and clean everything out.
- Jacob DeStephano and Dave Votano installed the a/c window units on the third floor.



“JAMES THE BUTLER”
For all your cleaning needs:

August Report

- 59 hours in July
- Dave Votano is working on the barn door for the weight room.
- Dave Votano is working on installing handles on the doors on the third floor. There are 9 of them all together.
- Dave Votano fixed the steps in the main stairwell. There are a couple more spots that he started fixing up. He is almost finished.
- David Sallack is going to put bricks on the wall in cardio room to match the main room of the fitness center.
- Jum Grumley is working on patching the hole in the entrance room to the fitness center
- Jeff Costanzo finished painting the steps in the fire escape
- Derrick Hollobaugh painted the duct work extension that Jon Updyke installed in the weight room.
- Judd Zilcosky, Tommy Imbrogno, Corey McCabe, and Mike Dacanal ran a camera in the drains downstairs and found a block about 11 feet in from the coal shoot. They were able to blow it out and clean everything out.
- Jacob DeStephano and Dave Votano installed the a/c window units on the third floor.
- Jeff Costanzo painted the water pipe under the steps in the basement.
- Jeff Costanzo painted the duct work in the guard room at the pool.
- Jeff Costanzo hung Pete Caristo's plaque in the lobby.
- Jeff Costanzo rehung the gate on the gymnasium window that fell down.
- Jeff Costanzo painted the floor in the guard room.
- Dave Votano clamped the hose on the dehumidifier in the weight room so it wouldn't leak anymore.

JOHNSONBURG MUNICIPAL AUTHORITY
Regular Meeting Minutes
Wednesday, July 9, 2025

The meeting was called to order at 4:00 p.m. by Chairman Jack Fowler, followed by The Pledge of Allegiance and a moment of silence.

ROLL CALL – Jack Fowler, TJ Weaver, Earl Park, Duane Duffy, Paul Vilella, Eric Poague, Tony King
Also present: Corey McCabe, Bryon Gregori, Tracey Brown, Kathleen Mooney & Travis Long of JHA via ZOOM, Solicitor Brown via ZOOM

VISITORS – None

APPROVAL OF AGENDA - A motion was made by Eric Poague and seconded by Duane Duffy to approve the agenda (carried).

COMMENTS FROM VISITORS – None

EXECUTIVE SESSION – None

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS – A motion was made by Eric Poague and seconded by Earl Park to approve the minutes from the June 11, 2025 Regular Meeting (carried). A motion was made by Duane Duffy and seconded by Eric Poague to approve the minutes from the June 18, 2025 Special Meeting (carried).

MANAGER'S REPORT – Copy attached

WATER REPORT – Copy attached

SEWER REPORT – Copy attached

There was discussion on damage to a valve on the Borough's flusher truck that broke while we were borrowing it. Corey presented an estimate from A&H Equipment in the amount of \$690.69 to replace it. This bill was added to the bill total to be approved later in the meeting.

ENGINEER'S REPORT – Copy attached

A motion was made by Eric Poague and seconded by TJ Weaver to authorize JHA to compose a permit package for a GP-5 utility crossing permit through the Elk County Conservation District (carried).

SOLICITOR'S REPORT – None

COMMITTEE REPORTS –

- A. Administrative – none
- B. Operations – none
- C. Finance – none
- D. Fire Department – none
- E. Hiring – It was noted that there would be discussion in executive session
- F. Johnsonburg Borough – none
- G. Grants – none

TREASURER'S REPORT – A motion was made by Earl Park and seconded by Eric Poague to approve the Treasurer's report (carried).

BILLS FOR PAYMENT – A motion was made by Earl Park and seconded by Paul Vilella to approve the bills for payment in the amount of \$ 69,385.53 (carried).

Bank Balances as of: June 30, 2025

Northwest

Payroll - \$ 158,736.64

Water Pennvest - \$ 510.67

Sewer Pennvest - \$ 37,868.96

Operating Checking - \$ 228,429.14

Sewer Savings - \$ 52,589.52

Water Savings - \$ 46,290.48

CNB

Savings Acct. - \$ 5,863.02

Water Project Checking (COA) - \$ 40,829.93

Sewer Checking - \$ 25,681.97

Waterline Extension - \$ 14.00

PLGIT

General Fund - \$ 707,919.41

Sewer General Fund - \$ 94,426.77

Water General Fund - \$ 100,841.25

Debt Payments

CNB Mortgage - \$ 327.92

CNB Line of Credit Interest Only (Waterline Ext.) - \$ 1,792.28

CNB Draw Loan (WWTP Upgrade) - \$ 3,459.20

Pennvest (Sewer)- \$ 8,580.54

Pennvest (Sewer)- \$ 11,718.30

USDA loan - \$ 129,287.00

OLD BUSINESS

- A motion was made by Earl Park and seconded by Eric Poague to approve PennVest Pay Request #2 in the amount of \$ 40,777.30 (carried).

NEW BUSINESS

- The ally washouts between First & Second Aves. were discussed. It was decided to have Travis from JHA look at it.
- The steps at the corner of First Ave. & Chestnut St. were discussed. It was noted that this had been discussed at prior meetings and was previously voted on to have the steps repaired.
- Current JMA loans were discussed. Tracey will get back to the board with the mortgage interest rate. A motion was made by Earl Park and seconded by TJ Weaver to pay off the Waterline Extension line of credit when the funds are received from PennVest on Pay Request #1 (carried).
- Charging for rental properties that are being renovated was discussed
- The final invoice from ELCON Technologies in the amount of \$ 57,080.00 for the Sewer plant upgrade was thought to be more than we owed. The board asked Solicitor Brown to send ELCON a letter.

COMMENTS FROM VISITORS – None

EXECUTIVE SESSION – A motion was made by Eric Poague and seconded by Earl Park to enter into executive session at 5:50 (carried). A motion was made by TJ Weaver and seconded by Duane Duffy to exit executive session and enter the regular meeting at 6:23 (carried). Personnel was discussed with no decisions made.

ADJOURNMENT OF MEETING- A motion was made by TJ Weaver and seconded by Duane Duffy to adjourn the meeting at 6:30 p.m. (carried).

Jack Fowler, Chairperson
TLB

August 7, 2025

Office of the County of Elk Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The County of Elk Commissioners met on Thursday, August 7, 2025 at 10:00 AM in the County of Elk Courthouse Annex, Thomas G. Wagner Conference Room. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners M. Fritz Lecker, Matthew G. Quesenberry and Gregory J. Gebauer. Also present were Rick Brown, Solicitor; Patrick Straub, Chief Clerk; Emily Anders, Office Administrator; Calvin Moore, IT Director; Matthew Frey, Treasurer; Kimberly Frey, Election Director; Jeremy Dorsey, Elk County Fair; and Marilyn Secco, Press.

APPROVAL OF AGENDA

Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.

APPROVAL OF MINUTES— July 24, 2025 Commissioners Meeting

Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.

PRESENTATIONS

1. Jeremy Dorsey provided an update on the Elk County Fair which is taking place this week. **Jeremy reported on many improvements made and planned for the fair grounds; and spoke of the events taking place this week. He noted that the pig races were especially popular. The America250PA Experiential Mobile Unit will be at the Fair on Aug 7 and 8th.**

RESOLUTIONS –

OLD BUSINESS

NEW BUSINESS

1. Request from Elections, application for Provisional Ballot Affidavit Redesign Grant in the amount of \$500.00. **Kimberly Frey stated this grant would be used to print new Affidavit envelopes with the necessary changes required. Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
2. Request from Elections, application for Election Integrity Grant Program (EIGP). This allocation will be in the amount of \$106,043.87. **Kimberly Frey stated this was a yearly allocation with restrictions on usage. Motion by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously.**
3. Request from Veteran Affairs, approval of benefits for 4 veteran burials and 3 veteran headstones. **Motion by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously.**
4. Request from CYS, renewal grant from CAPSEA/ Incredible Years in the amount of \$70,000.00, an increase of \$5,000.00. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
5. Request from CYS, renewal contracts from July 1, 2025 through June 30, 2026:
 - a. Peter Von Korff for assessments at \$125.00 per hour with no increase.
 - b. Bethesda Children's Lutheran Home for group home placement at \$350.00 per day with no increase.

- c. Pathway Adolescent for group home placement at varying rates, dependent on care needed with a 5-24% increase.

All items were voted on together. Motion by M. Fritz Lecker, second by Matthew G. Quesenberry and carried unanimously.

6. Request from Ridgway Alumni Association, hang a banner on the Courthouse Lawn to welcome RHS Alumni. **Dates will be September 12-29, 2025. Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
7. Request from ECCOTA, Courthouse Lawn use on October 18, 2025 for Harvest Daze. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

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

GOOD OF THE COUNTY

- We welcome and encourage the public to attend our meetings.
- America250PA update
- Now accepting applications for Fall Act 13.
- Veteran Affairs office will be closed on August 19th from 12:30PM to 4:00PM due to mandatory training.
- 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

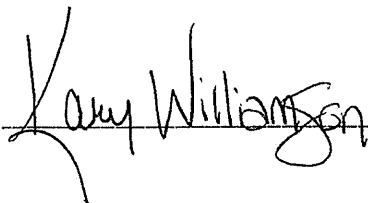
COMMENTS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:25 AM on a motion by Gregory J. Gebauer.

**Next Meeting:
10:00 A.M. Thursday, August 21, 2025
Thomas G. Wagner Conference Room, Courthouse Annex**

Attest: _____



August 21, 2025

Office of the County of Elk Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The County of Elk Commissioners met on Thursday, August 21, 2025 at 10:00 AM, County of Elk Courthouse Annex, Thomas G. Wagner Conference Room. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners M. Fritz Lecker, Matthew G. Quesenberry and Gregory J. Gebauer. Also present were Rick Brown, Solicitor; Kary Williamson, Deputy Chief Clerk/ HR Specialist; Emily Anders, Office Administrator; Calvin Moore, IT Director; Nancy Baker, CYS Director; Robin Overturf, Deputy Domestic Relations Director; Jasmine Peterson, Director Domestic Relations; LeeAnn Covac, Court Administrator; Jason Bowen, Deputy Chief Probation; Delaney Rowan, guest; Ellen Williams, Angel Flight East; and Marilyn Secco, Press.
Excused was Patrick Straub, Chief Clerk.

APPROVAL OF AGENDA

Gregory J. Gebauer requested to amend the agenda and add Ellen Williams from Angel Flight East as a presentation. Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.

APPROVAL OF MINUTES– August 7, 2025 Commissioners Meeting

Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.

PRESENTATIONS

1. Ellen Williams from Angel Flight East spoke of the medical flights that Angel Flight volunteers fly in order to bring patients and families together for medical appointments and compassion flights at no cost. She explained how the program works, how to schedule a flight, and success stories from previous flights.

RESOLUTIONS

OLD BUSINESS

NEW BUSINESS

1. Request from Domestic Relations, 2025-2030 Title IV-D Cooperative renewal Agreement between the County of Elk, Court, and the Bureau of Child Support and Enforcement setting forth the regulations that the Domestic Relations Section must adhere to in order to maintain eligibility for Title IV-D funding. **LeeAnn Covac explained these are the regulations Domestic Relations must follow in order to obtain funding. Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
2. Request from CYS/ JPO to approve FY 2026/ 2027 Need Based Budget between the County of Elk and PA Department of Human Services. **Nancy Baker explained the cost to the County of**

- Elk will be \$117,000.00. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
3. Request from ADAS, exception letter for current board member, Ms. Margaret Johnson to continue on the Board of Directors without taking a one year hiatus as required by statute. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
 4. Request from Johnsonburg Borough, allocation of County Liquid Fuel Tax funds in the amount of \$7,000.00 for winter rock salt. **Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
 5. Request from Veteran Affairs, approval of benefits for 4 veteran burials, 1 widow burial and 4 veteran headstones. **Motion by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously.**
 6. Request from CYS, renewal contracts for grants with Dickinson Center, Inc. for July 1, 2025 through June 30, 2026:
 - a. Parents as Teachers Program Grant in the amount of \$319,026.00, a 4% increase.
 - b. Triple P Grant in the amount of \$100,152.00, a 4% increase.**Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
 7. Request from CYS, renewal contracts with Dickinson Center, Inc. for July 1, 2025 through June 30, 2026:
 - a. Family Resource Network for \$18,380.00, an 83% increase
 - b. Comprehensive Psychosocial Evaluations for \$200.00 per evaluation with no increase**Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
 8. Request from CYS, renewal contracts for July 1, 2025 through June 30, 2026:
 - a. Community Specialist Corporations for residential placement with a 3-4% increase.
 - b. Summit School, Inc. for residential placement with a 3.5-5% increase.
 - c. Pentz Run Youth Services for group home placements with a 7.5% increase.**Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
 9. Request from Penn State Extension/ Elk County 4-H, use of the kitchen in the Annex building from September 2, 2025 through June 1, 2026 for an after-school program on Mondays and Tuesdays. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

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

GOOD OF THE COUNTY

- We welcome and encourage the public to attend our meetings.
- America250PA update.
- Act 13 applications are due by August 31, 2025.
- Thank you to Jake Mercer for many years of great reporting.
- 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

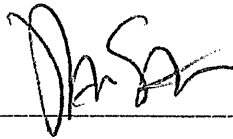
COMMENTS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:50 AM on a motion by Gregory J. Gebauer.

Next Meeting:
10:00 A.M. Thursday, September 4, 2025
Thomas G. Wagner Conference Room, Courthouse Annex

Attest: _____

A handwritten signature in black ink, appearing to be "D. Sa", written over a horizontal line.