

Johnsonburg Borough
Regular Meeting
April 14, 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 Poague to approve the agenda. Motion carried unanimously.

Minutes: A motion was made by Councilman Poague and seconded by Councilman Cherry to approve the minutes from the regular meeting held on March 10, 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 - \$12,647.48, Community Center Fund - \$3,284.74, Highway Aid Fund - \$3,100.00, and Community Improvement Fund - \$2,122.30. A motion was made by Councilman Imbrogno and seconded by Councilman Cherry to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Mayor: Mayor Paget had nothing to report.



Police: Monthly report is on file. Chief Clopp reviewed his report which included information on the department's recent events and trainings. He thanked the Elk County Commissioners for the \$5,000 Act 13 grant to be used for the new computer and server installation. He invited Council and the public to the police memorial mass and luncheon being held at Holy Rosary Church on May 15th at 11:00 a.m. A brief discussion was held on updating the department's body cameras.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file. Superintendent Imbrogno reported that the first round of street sweeping is complete and stated that the crew had several parking issues while sweeping.

Engineer Report: Monthly report is on file. Engineer Miller was excused.

Code Enforcement: Monthly report is on file. Code Enforcement Officer Chris Lindmar was excused. Solicitor Thomas reported that Domingos Pena's trailers on E. Center St. are now code compliant; however, the debris located at this same location has not been cleaned up. After discussion, the Council decided to have the Code Enforcement Officer get quotes on clean up.

Recreation Board: Minutes and monthly reports are on file. A discussion was held about the humidifier project in the fitness room. The contractor has not shown up for several months. If he does not show up this week, Solicitor Thomas will send a letter.

Council Committees: Nothing to report.

Solicitor: Solicitor Thomas requested an executive session.

Municipal Authority: Johnsonburg Municipal Authority Manager Brian Buesink was present to give Council updates on the authority's current projects.

Old Business: 1. A motion was made by Councilman Poague and seconded by Councilman DeAngelo to approve Ordinance 2025-01 as advertised. Motion carried unanimously. This ordinance will require residents to have clearly marked house numbers.

2. A motion was made by Councilman Warmbrodt and seconded by Councilman Poague to approve Ordinance 2025-02 as advertised. Motion carried unanimously. This ordinance will amend Chapter 130 of the Johnsonburg Borough Code to allow for Poultry/Backyard Chickens after obtaining a permit from the borough office.

New Business: 1. A motion was made by Councilman DePanfilis and seconded by Councilman Warmbrodt to allow the Johnsonburg Community Trust to close a portion of Market Street on July 11th and 12th, and waive the open container ordinance, for their annual alumni weekend event with the cooperation of the Market St. businesses. Motion carried unanimously.

2. A motion was made by Councilman Poague and seconded by Councilman DePanfilis to approve the request from the Johnsonburg Chamber of Commerce to waive the open container ordinance on July 10th for their alumni weekend kickoff event being held at the Johnsonburg Fire Department parking lot. Motion carried unanimously.

3. A motion was made by Councilman Warmbrodt and seconded by Councilman Cherry to submit 2025 CDBG applications for a new handicap entrance for the Johnsonburg Community Center and to continue with the replacement of sidewalks in our downtown business district. Motion carried unanimously. Engineer Ryan Miller and Community & Economic Development Coordinator Emma Coppolo will coordinate these applications.

4. A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to approve the quote of \$12,000.00 from Paul Gnan Tree Trimming Services for daylighting the entire length of Second Ave.

A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to move into executive session at 4:54 p.m. to discussion personnel. Motion carried unanimously.

A motion was made by Councilman Imbrogno and seconded by Councilman Warmbrodt to returned to regular session at 5:13 p.m. Motion carried unanimously.

President Maletto stated that, during executive session, personnel and litigation were discussed but no decisions were made.

Public Comment on Agenda Items: None presented.

Adjournment: A motion was made by Councilman Warmbrodt and seconded by Councilman DeAngelo to adjourn the meeting at 5:19 p.m. Motion carried unanimously.



Rachel Kilhoffer
Secretary



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ORDINANCE NO. 2025-01

WHEREAS the Borough of Johnsonburg (“the Borough” or “Johnsonburg”) is a duly created Borough, functioning under powers enumerated in the Borough Code as amended (8 Pa.C.S. §101 et. seq.), and maintaining its regular place of business at 100 Main Street in Johnsonburg, Elk County, Pennsylvania;

WHEREAS the Borough now desires to amend the Code of the Borough of Johnsonburg as outlined more fully below to provide for the regulations regarding street numbers;

WHEREAS the Borough intends to comply and has complied prior to adoption of this ordinance with all relevant public notice and public hearing requirements;

NOW, THEREFORE, be it ordained, and the same is ordained following public hearing conducted the 14th day of April, 2025, at 4:00p.m. and held pursuant to public notice, that Code of the Borough of Johnsonburg is amended as follows:

§ ____ -1 Title.

This article shall be known as the “Borough of Johnsonburg Street Number Ordinance.”

§ ____ -2 Regulation.

The owners of all buildings or structure/property within the Borough to which street numbers have been assigned shall have the street number prominently displayed at all times in accordance with the following standards. For purposes of this chapter, a “street number” is an address established in accordance with the county-wide 911 Public Safety System, with reference to the adjacent road or street, assigned and given to a particular building or structure/property by the Elk County 911 Office and the United States Postal Service.

- A. Each building to which a street number has been assigned shall have a street number displayed directly in front of the property. The street number may be affixed to a post or other existing building/structure.
- B. The street number shall be displayed such that it can be observed and is readable from the nearest public or private roadway.
- C. If a single building has multiple street numbers or apartment numbers such as a professional building or apartments, each unit/apartment’s street number shall be displayed in close proximity to the unit/apartment entrance. In the alternative, a building directory could be posted at the main entrance of the building. The office or apartment numbers of any units within the building must be clearly identified.
- D. The following specifications are not required however they are preferred:



- a. all numbers are to be in standard Arabic numerals, with script not less than four inches in height and not less than one-half inch in width.

§ _____-3 Private Road Name Signs.

The owner or owners of all private drives, roadways or easements used for vehicle access to multiple properties where the drives and roadways are not recognized as Borough roads and which are referenced in the address of structure/property owner whose residence or business abuts said private drives or roadways shall, in addition to the other requirements set forth in this chapter, install a sign which identifies the private road or private drive name as adopted by the Borough, with said signage to be placed at the entrance where the private road or private drive intersects with the public roadway, in such manner so as to be readily observable by persons traveling upon the public roadway, but not creating an obstruction to visibility of motorists.

§ _____-4 Prohibited Activity.

It shall be unlawful to cover, conceal, obstruct, destroy, remove, deface or vandalize any street number or road/street name sign or placard installed or displayed pursuant to and in accordance with the requirements of this chapter.

§ _____-5 Enforcement.

Once determined that a building or structure/property owner has not complied with the street numbering or road name signage regulations of this chapter, the Borough Council or its designated representative, with the Council's consent may pursue any of the following enforcement remedies:

- A. The Borough Council may provide written notice to the owners of the building or structure/property which has not been numbered in accordance with these regulations of the violation and the need to comply.
- B. In the event that a person persists in refusing to comply with these regulations despite notices to do so, the Borough Council may issue a written order directing the owners of the building or structure/property in violation of this chapter to comply with the applicable requirements of this chapter. Any person who is aggrieved by any order issued pursuant to this chapter may appeal to the Borough Council by filing a written notice of appeals to the office of the borough Secretary within 10 days of the date of the subject order or notice.
- C. In the event the structure/property owners fail or refuse to take any action in accordance with the notices and an order issued pursuant to this chapter, the Borough Council may

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provide the signage, as necessary, in order to bring the structure/property owner into compliance with the standards promulgated in this chapter. The Borough may recover the cost of materials and labor for the purchase and installation of signage from the structure/property owners, reasonable administrative fees, interest or other charges allowed by law. In the event the owners of the subject structure/property fail to pay the loss of such installation as determined and approved, then the Borough may institute proceedings at law to collect the full cost, together with all penalties, interest, fees, and other charges which are authorized by applicable law, or may take action to assess these costs and charges against the premises and the owners thereof and collect same as a municipal lien or may take other action to collect these sums as may be permitted by law.

§ _____ **-6 Penalties**

Any person who violates or permits a violation of this chapter shall, upon being found liable therefor, pay a fine of not more than \$300, plus court costs and reasonable attorneys' fees incurred by the Borough in the enforcement proceedings. If the penalty is not paid, the Borough shall initiate a civil action for collection in accordance with the Pennsylvania Rules of Civil Procedure. Each day a violation exists shall constitute a separate offense, and each section of this chapter that is violated shall also constitute a separate offense. In addition to or in lieu of enforcement under this section, the Borough may enforce this chapter in equity in the Court of Common Pleas of Elk County.

§ _____ **-7 Enforcement**

The proper officers of the Borough are hereby authorized to take necessary and proper action to establish, implement and enforce the standardized system of structure/property address numbering and street/road name sign placement as provided for in this chapter and to comply with the requirements of the automatic location information needs of the Elk County Public Safety System.

§ _____ **-8 When effective.**

The provisions of this chapter shall become effective five days after enactment.

§ _____ **-9 Severability.**

Should any section, part or provision of this chapter be declared by appropriate authority to be unlawful or unconstitutional, all other terms, conditions, provisions and parts hereof, and of any code of which this chapter may be or may be considered to be part, shall continue in full force and effect as if the provision declared to be unlawful or unconstitutional had been omitted as of the date of final enactment hereof.

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§ _____ - 10 Repealer.

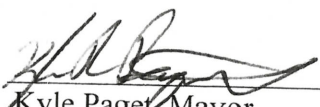
All ordinances and parts of ordinances inconsistent herewith are hereby repealed.

Effective date: This Ordinance shall be effective 5 days after adoption.


Adopted this 14th day of April 2025, by the Borough of Johnsonburg at open meeting then convened, and following due advertisement of intent to adopt the same as required by the Borough Code:



Alfred J. Maletto III, Chairperson



Kyle Paget, Mayor

Attest: 
Rachel Killhoffer, Secretary
Johnsonburg Borough Council
Board of Supervisors

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ORDINANCE NO. 2025-02

Proposed Changes to the Code of the Borough of Johnsonburg

WHEREAS the Borough of Johnsonburg (“the Borough” or “Johnsonburg”) is a duly created Borough, functioning under powers enumerated in the Borough Code as amended (8 Pa.C.S. §101 et. seq.), and maintaining its regular place of business at 100 Main Street in Johnsonburg, Elk County, Pennsylvania;

WHEREAS the Borough previously adopted the “Borough of Johnsonburg Wild and Exotic Animals Ordinance”, Chapter 130 of the Borough Code;

WHEREAS the Borough now desires to amend Chapter 130 as outlined more fully below to provide for the regulations regarding poultry;

WHEREAS the Borough intends to comply and has complied prior to adoption of this ordinance with all relevant public notice and public hearing requirements;

NOW, THEREFORE, be it ordained, and the same is ordained following public hearing conducted the 14th day of April, 2025, at 4:00p.m. and held pursuant to public notice, that Chapter 130 is amended as follows:

Chapter 130 – Animals

Amend §130-1 Title to read:

This article shall be known as the “Borough of Johnsonburg Poultry, Wild and Exotic Animals Ordinance.”

Amend §130-2 Findings, opening paragraph to read:

The Borough Council has found and determined that the keeping of poultry, wild, and/or exotic animals (including bees) within the Borough of Johnsonburg is detrimental to the public health, safety and welfare of the citizens and property owners of the Borough of Johnsonburg and constitutes a public nuisance . . .

Add to §130-4 Definitions:

POULTRY– Domestic fowl such as chickens, turkey, geese, and ducks.

Amend §130-6(A) Exceptions; review hearing to read:

- A. Any person may apply, in writing, to the Borough Manager for permission to keep an Exotic Animal or Wild Animal otherwise prohibited by this article in the Borough.

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Add §130-8 Poultry:

Except as hereafter provide, it shall be a violation of this article for any person to maintain, keep, possess or permit at large, any poultry in the Borough of Johnsonburg.

- A. An annual permit is required for the keeping of any poultry in the Borough. Every applicant for a permit to keep poultry shall complete and file an application on a form prescribed by Borough Council. The applicant is required to deposit the prescribed permit fee with the Borough Office at the time the application is filed. The permit is required to be renewed every year that poultry is being kept.
- B. The permit fee shall be \$25.00 for the first year and \$5.00 for every year thereafter.
- C. Poultry may be permitted within any zoning district within the Borough and must comply with the following requirements:
 - (1) The maximum number of poultry allowed is 6 per 10,000 square feet of lot area, with the addition of 3 more poultry for every additional 5,000 square feet of lot area. Only female poultry are allowed. There is no restriction on poultry species. Male poultry, or roosters, are not permitted and shall be removed within 10 days upon request by the Borough.
 - (2) All poultry must be kept in an enclosure or poultry run secured by a fence at all times. Each secure poultry run area shall provide no less than 10 square feet per poultry.
 - (3) Poultry shall be secured within the henhouse during non-daylight hours. Henhouses shall comply with the following standards and regulations:
 - a. A henhouse footprint shall not exceed 32 square feet per 10,000 square feet of lot area (unless an existing shed or garage which complies with all setbacks required by the Borough's Zoning Ordinance is used for this purpose) and shall be located in the rear of the property no closer than 10 feet to the property line and otherwise subject to the bulk and area requirements of the Borough Zoning Ordinance relating to accessory structures. Henhouses shall not exceed 6 feet in height. To the extent that there is any conflict between the requirements set forth in this chapter and the bulk and area requirements of the Borough Zoning Ordinance relating to accessory structures, the more restrictive provisions shall govern.
 - b. Henhouses must provide a minimum floor of 5 square feet per chicken in the henhouse. Henhouses shall be enclosed on all sides and shall have a roof and doors. Access doors must be able to be shut and locked at night. Opening windows and vents must be covered with predatory- and bird-proof wire of less than one-inch openings.

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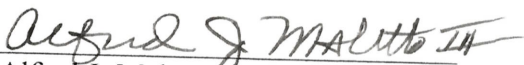
- c. Henhouses must be kept clean, dry, and odor-free, kept in a neat and sanitary condition at all times, in a manner that will not disturb the use or enjoyment of neighboring lots due to noise, odors or other adverse impact.
- d. Poultry feed must be stored in a metal container with a metal lid that cannot be penetrated or removed by vermin.
- e. There shall be no public slaughter of any chicken.

(4) Any person, firm or corporation who shall violate the provisions of this article shall be subject to the violations and penalties set forth in §130-7.

D. In the event an applicant is denied a permit, the applicant may request a review hearing consistent with the provisions set forth in §130-6. A request for a review hearing must be in writing and delivered to the Borough Manager no later than 30 days from the date the permit was denied.

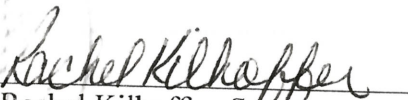
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