

Johnsonburg Borough
Regular Meeting
February 14, 2022
4:00 p.m.

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	Manager Dan Newell	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: Due to concerns raised by Councilman Poague over the election of officers during last month's reorganization meeting, a motion was made by Councilman DeAngelo and seconded by Councilman DePanfilis to have the secretary cast the ballot of officers. Motion carried with Councilman Poague opposed.

A motion was made by Councilman Cherry and seconded by Councilman Poague to adopt the corrected minutes from the January 3, 2022 reorganization meeting. Motion carried unanimously.

A motion was made by Councilman Poague and seconded by Councilman Imbrogno to approve the minutes from the regular meeting held January 3, 2022. Motion carried unanimously.

Guests: None present.

A motion was made by Councilman Imbrogno and seconded by Councilman Cherry to move into executive session at 4:05 p.m. to discuss litigation and real estate. Motion carried unanimously.

A motion was made by Councilman DePanfilis and seconded by Councilman Poague to return to regular session at 4:47 p.m. Motion carried unanimously.

President Maletto stated that, during executive session, the purchase of property and litigation were discussed, and no action was taken.

Monthly Reports

Mayor: Mayor Paget thanked the fire department for their annual banquet. He was contacted by a resident about the damaged flag pole at Wardvale Cemetery. He was instructed to contact Holy Rosary Church.

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

- The new patrol vehicle is outfitted and in service.
- He is attempting to get quotes for the station remodel.
- The solicitor is reviewing the body camera policy.

Fire Chief: Monthly report is on file.

Superintendent: Monthly report is on file.

Council Committees: The public works committee met to review the Department of Community & Economic Development's Local Share Fund grant and develop a plan for application.

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - \$11,475.56, Community Center Fund - \$8,107.32, Highway Aid Fund - \$8,740.26, Community Improvement Fund - \$18,100.50. A motion was made by Councilman Cherry and seconded Councilman Imbrogno to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Solicitor: Solicitor Thomas thanked Council for his appointment and asked if they would like a monthly written report. Council told him that was not necessary if he was in attendance.

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

Engineer Miller updated Council on the Harrison Ave. Realignment Project construction which has had weather delays.

The flood culvert study being conduct by the engineering firm, L.R. Kimball, will start soon with the firm conducting deed work on the affected properties along W. Center St. and Julia St.

The Community Development Block Grant (CDBG) stormwater projects on Grove St., Julia St., and W. Center St. will be bid this year.

Councilman Cherry mentioned properties that were reviewed and discussed for code enforcement issues.

Municipal Authority: Johnsonburg Municipal Authority Manager Dan Newell reported that the JMA will be purchasing a new fire hydrant for in front of the Johnsonburg Community Center through grant funding.

A discussion was held on repairs to street cuts made by the authority.

JMA Manger Newell reported that the water line coming off the Third Ave. tank is working well and that the Dill Hill water tank needs patched.

A brief discussion was held on replacement of the main water line at the Johnsonburg Community Center.

Recreation Board: Upon recommendation of the Johnsonburg Recreation Board, a motion was made by Councilman DePanfilis and seconded by Councilman Cherry to upgrade electric panels at the Johnsonburg Community Center for \$3,500.00. Motion carried unanimously.

Old Business: 1. A motion was made by Councilman DeAngelo and seconded by Councilman Cherry to rescind last month's motion appointing Tracy Crowe to the Johnsonburg Recreation Board, per her request. Motion carried unanimously.

A motion was made by Councilman Cherry and seconded by Councilman Imbrogno to reappoint both Jim Lecker and Sarah Grunthner to the Johnsonburg Recreation Board for five-year terms. Motion carried unanimously.

The public works committee and the Solicitor will research the pros and cons of the Shade Tree Commission ordinance.

New Business: 1. A motion was made by Councilman DeAngelo and seconded by Councilman DePanfilis to adopt Resolution 02-2022 which allows for the disposal of public records from 2014 and prior for the Johnsonburg Borough, the Johnsonburg Police Department, and the Johnsonburg Community Center. Motion carried unanimously.

2. A motion was made by Councilman DePanfilis and seconded by Councilman Poague to adopt Resolution 03-2022 which appoints delegates to the Elk County Tax Collection Committee. Motion carried unanimously. The appointed delegates will be Rachel Kilhoffer, James DeAngelo, and Richard Warmbrodt.

3. A motion was made by Councilman Imbrogno and seconded by Councilman Cherry to exonerate Tax Collector Trina DeStephano from collecting the per capita taxes for 2019. Motion carried unanimously. These taxes are turned over to Statewide Tax Recovery for collection.

4. A motion was made by Councilman Poague and seconded by Councilman DePanfilis to advertise for the budgeted part-time street crew position. Motion carried unanimously.

5. A motion was made by Councilman DeAngelo and seconded by Councilman Imbrogno to survey the recently purchased properties on E. Center St. (former Johnsonburg Hotel properties) and to combine the parcels while always maintaining a right-of-way. Motion carried unanimously.

6. A motion was made by Councilman DePanfilis and seconded by Councilman DeAngelo to continue with the Hemlock Street Stormwater Project. Motion carried unanimously.

7. A motion was made by Councilman Poague and seconded by Councilman Imbrogno to adopt Resolution 04-2022 which approves a Commonwealth Financing Authority grant for the Historic Armstrong Opera House Site Redevelopment and allows the signers for the grant documents to be Rachel Kilhoffer and Ryan Miller and, also, the purchase of 528 Market St. to move forward with the project. Motion carried unanimously.

Secretary Kilhoffer reported that 307 High St. was not purchased out of the Elk County Repository as previously approved and is once again back in the repository.


Councilman Poague suggested an economic development committee of council members. President Maletto made him chairman and asked for volunteers to sit on the committee. Councilmen Cherry and Imbrogno will also serve on the committee.

Adjournment: A motion was made by Councilman Cherry and seconded by Councilman DePanfilis to adjourn the meeting at 5:45 p.m. Motion carried unanimously.


Rachel Kilhoffer
Secretary



Johnsonburg Borough
100 Main Street
Johnsonburg, PA 15845
(814) 965-5682 (814) 965-3215 fax
jbgboro@ncentral.com

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RESOLUTION 02-2022
RECORDS DISPOSAL

RESOLVED BY the Borough Council of the Borough of Johnsonburg, Elk County, Pennsylvania, that;

WHEREAS, the Borough of Johnsonburg declares its intention to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved December 16, 2008, and,

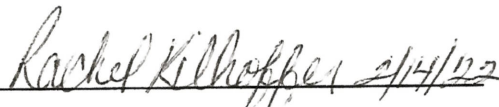
WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Johnsonburg, Elk County, Pennsylvania, in accordance with the above cited Municipal Records Manual;


HEREBY authorizes the disposition of the following public records:

- Johnsonburg Borough office: correspondence, invoices, and miscellaneous files 2014 and prior
- Johnsonburg Police Department: correspondence, invoices, and miscellaneous files 2014 and prior
- Johnsonburg Community Center: correspondence, invoices, and miscellaneous files 2014 and prior

ATTEST:



Secretary



President

Johnsonburg Borough
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 **COPY**

Resolution 03 - 2022
TCC Delegate Appointment Resolution

Background

Act. 32 505(b) required the governing bodies of school districts, townships, boroughs and cities to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to the appointment.

RESOLVE, the governing body of the Johnsonburg Borough, that the following individuals are appointed as TCC delegates for the Johnsonburg Borough:

1. Primary voting delegate: Rachel Kilhoffer
2. Alternate voting delegate: James DeAngelo
3. Alternate voting delegate: Richard Warmbrodt
4. If the primary voting delegate cannot be present for a TCC meeting, one of the alternate voting delegates shall be the representative at the TCC meeting.
5. These appointments are effective immediately and shall continue until successors are appointed. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

Certification of Adoption

The undersigned certifies that the above Resolution was adopted at a public meeting on this date.

Rachel Kilhoffer
Secretary

2/14/22
Date

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 **COPY**

Resolution 04-2022
Historic Armstrong Opera House Site Redevelopment
Pennsylvania Department of Community & Economic Development
Statewide Local Share Assessment Grant
Commonwealth Financing Authority

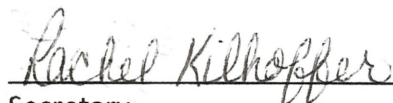
BE IT RESOLVED that the Johnsonburg Borough, Elk County, PA hereby request a Statewide Local Share Assessment grant of \$475,000.00 from the Commonwealth Financing Authority to be used for the demolition and redevelopment of the former historic Armstrong Opera House site at 528 Market Street. Redevelopment activities to include demolition of the fire damaged structure, expansion of public parking and construction of memorial plaza utilizing a portion of the historic building façade.

BE IT FURTHER RESOLVED that the Johnsonburg Borough does hereby designate Rachel Kilhoffer, Secretary, and Ryan Miller, Project Engineer, as the officials to execute all documents and agreements between the Johnsonburg Borough and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Rachel Kilhoffer, duly qualified Secretary of the Johnsonburg Borough, Elk County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Johnsonburg Borough Council at a regular meeting held February 14, 2022 and said Resolution has been recorded in the Minutes of the Johnsonburg Borough and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Johnsonburg Borough this 14th day of February, 2022.

Johnsonburg Borough
Elk County


Secretary