Johnsonburg Borough
Re-organizational Meeting
January 3, 2022
4:00 p.m.

Mayor Paget called the meeting to order.

Silent Prayer and Pledge of Allegiance

Oath of Office: Mayor Paget administered the oath of office to Councilman Louie Imbrogno.

A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to nominate Councilman Maletto as President. No other nominations were presented. Motion carried unanimously.

A motion was made by Councilman DeAngelo and seconded by Councilman Cherry to nominate Councilman DePanfilis as Vice-President. No other nominations were presented. Motion carried unanimously.

A motion was made by Councilman Imbrogno and seconded by Councilman Warmbrodt to nominate Councilman Cherry as President Pro Tempore. No other nominations were presented. Motion carried unanimously.

Amended Feb. 2022

President Maletto then presided over the meeting.

Appointments: A motion was made by Councilman DePanfilis and seconded by Councilman DeAngelo to reappoint Rachel Kilhoffer as Secretary for 2022 & 2023. Motion carried unanimously.

A motion was made by Councilman DeAngelo and seconded by Councilman Imbrogno to appoint Rachel Kilhoffer as Treasurer for 2022 & 2023. Motion carried unanimously.

A motion was made by Councilman DeAngelo and seconded by Councilman Imbrogno to appoint Joan Davison as Assistant Treasurer for 2022 & 2023. Motion carried unanimously.

A motion was made by Councilman DePanfilis and seconded by Councilman Imbrogno to reappoint Northwest and Pennsylvania Local Government Investment Trust (PLGIT) as the borough depositories. Motion carried unanimously.

A motion was made by Councilman Poague and seconded by Councilman Imbrogno to appoint John Thomas as the borough solicitor for 2022 & 2023. Motion carried unanimously.

A motion was made by Councilman Imbrogno and seconded by Councilman Warmbrodt to appoint Joseph Lazore, CPA as the borough auditor for 2022 & 2023. Motion carried unanimously.

A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to reappoint David Zilkofski as the borough Emergency Management Agency Coordinator for 2022 & 2023. Motion carried unanimously.

A motion was made by Councilman DeAngelo and seconded by Councilman Warmbrodt to reappoint Tom Costanzo as the borough Deputy Emergency Management Agency Coordinator for 2022 & 2023. Motion carried unanimously.

A motion was made by Councilman Imbrogno and seconded by Councilman Warmbrodt to hold the monthly meetings on the second Monday of the month at 4:00 p.m. unless the date is a legal holiday in which the meeting will be moved to the next day (Tuesday). Motion carried unanimously.

A motion was made by Councilman Poague and seconded by Councilman Cherry to pass Resolution 01-2022 which states that the Council will conduct their meeting by Robert's Rules of Order unless there is a conflict with the Sunshine Law which will take precedent. Motion carried unanimously.

A motion was made by Councilman Imbrogno and seconded by Councilman Poague to renew the lease with tax collector Trina DeStephano at $75 per month. Motion carried unanimously.

Board Appointments: Two names were submitted for the two positions open on the Johnsonburg Municipal Authority. A motion was made by Councilman Imbrogno and seconded by Councilman Warmbrodt to reappoint Earl Park and to appoint Jack Fowler to the municipal authority board for five-year terms. Motion carried unanimously.

One name was submitted for the two positions open on the Johnsonburg Recreation Board. A motion was made by Councilman DeAngelo and seconded by Councilman Cherry to appoint Tracy Crowe to the Johnsonburg Recreation Board for a five-year term. Motion carried unanimously. There is one open position on this board.

A motion was made by Councilman Imbrogno and seconded by Councilman DeAngelo to reappoint Councilman DePanfilis to the Johnsonburg Planning Commission for a four-year term. Motion carried unanimously.

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

RESOLUTION 01-2022

WHEREAS, section 10, Rules and Regulations for Conduct of Meetings, of the Sunshine Act, Act July 3, 1986, P.L. 388, No. 84, 65 Pa.C.S. A. § 701 et seq. (amendments inclusive) provides for boroughs to adopt, by official action, the rules and regulations necessary for the conduct of its meetings and the maintenance of order; and

WHEREAS, the Borough Council of Johnsonburg Borough, Elk County deems it to be in the best interest of maintaining the rules of order to adopt Robert's Rules of Order by General Henry M. Robert, U.S. Army:

NOW, THEREFORE, be it resolved that:

The Borough Council of Johnsonburg Borough Elk County, of the Commonwealth of Pennsylvania shall adopt Robert's Rules of Order by General Henry M. Robert, USA latest edition, as the procedural guidelines for the conduct of its meetings and the maintenance of order.

Where this parliamentary authority is in conflict with applicable provisions of the Constitution of the Commonwealth of Pennsylvania, the Borough Code or other statutes of Pennsylvania of the Borough of Johnsonburg, the said provisions shall supersede on that subject matter.

DULY PRESENTED and ADOPTED by the Borough Council of Johnsonburg Borough at a public meeting held this 3th day of January, 2022.

Attest: Rachel Kilhoffer

Secretary

Alfred J. Malito III

President

One name was submitted for the two positions open on the Shade Tree Commission. A motion was made by Councilman DePanfilis and seconded by Councilman DeAngelo to appoint Jack Fowler to the Shade Tree Commission for a four-year term. Motion carried unanimously. There is one open position on this board.

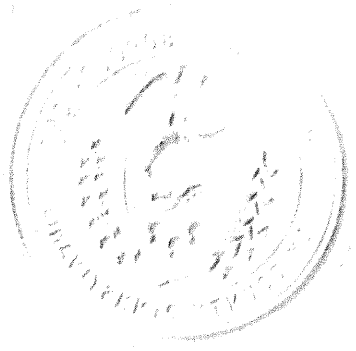
It was moved by Councilman DeAngelo and seconded by Councilman DePanfilis to adjourn to the regular meeting at 4:20 p.m.

Rachel Kilhoffer

Rachel Kilhoffer
Secretary

Johnsonburg Borough
Regular Meeting
January 3, 2022
4:20 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: A motion was made by Councilman DeAngelo and seconded by Councilman DePanfilis to approve the minutes from the regular meeting held December 13, 2021. Motion carried unanimously.

Guests: Rick Brechtel, 413 Elk Ave., was present to discuss parking problems on Elk Ave particularly a neighbor who is purchasing large Army trucks and parking them on the street. A discussion was held on this matter with Chief Clopp and Code Enforcement Officer Ryan Miller explaining the history of what has been done to address this issue.

Monthly Reports

Mayor: Mayor Paget had nothing to present.

Police: Monthly report and annual 2021 report are on file. Chief Clopp's monthly report included the following:

- The department participated in several programs in December including a TruNarc program for the Johnsonburg Rotary Club, Shop with a Cop program and the Elk County Project Gifts for Kids program.
- The new patrol car, a 2021 Ford Explorer, was picked up in December.
- The department received annual Taser training in December.

Fire Chief: Monthly report and annual 2021 report are on file.

Superintendent: Superintendent Imbrogno reported that the borough crew has been busy with plowing snow and completing winter street maintenance.

A brief discussion was held on compiling an inventory of stop signs throughout the borough after Councilman Poague questioned whether a stop sign should be placed at the intersection of Shawmut Ave. and Hayes St.

Council requested that Superintendent Imbrogno get pricing for converting the street lights on the SR219 bypass to LED lights.

Council Committees: President Maletto will appoint committees for 2022 & 2023.

Finance & Bills for Payment: President Maletto read the borough's account balances and the bills. This month's bills include General Fund - $2,752.96, Community Center Fund - $1,637.35, Highway Aid Fund - $1,078.69, Community Improvement Fund - $2,200.00. A motion was made by Councilman Poague and seconded Councilman Imbrogno to pay the bills as presented and to accept the finance report. Motion carried unanimously.

Solicitor: No one present due to appointment.

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

Engineer Miller updated Council on the Harrison Ave. Realignment Project construction including the relocation of a National Fuel gas line.

The Community Development Block Grant (CDBG) stormwater projects were discussed for Grove St., Julia St., and W. Center St. Engineer Miller reported that, after discussing the necessary property easements with Solicitor Feronti, she believes that we will need to have the properties surveyed as the exiting stormwater drain pipe runs right along the boundary lines.

Several properties were reviewed and discussed due to code enforcement issues.

The water on the roadway on Second Ave. was reviewed. This issued has been discussed for the last few months.

Municipal Authority: Johnsonburg Municipal Authority Manager Dan Newell reported that the JMA will be turning off the water tank tomorrow as part of the system upgrade.

Recreation Board: Nothing submitted.

Old Business: 1. Engineer Ryan Miller reviewed the proposals submitted for the flood mitigation study. A motion was made by Councilman Poague and seconded by Councilman DePanfilis to hire L.R. Kimball to complete the study for $46,845.00. Motion carried unanimously.

New Business: None submitted.

At this time, the discussion was revisited about the Second Ave. water issue and possible sources of the problem. A motion was made by Councilman DeAngelo and seconded by Councilman Imbrogno to have a contractor repair interior damage at 515 Second Ave. Motion carried unanimously.

A brief discussion was held on tree planting and the responsibilities of the Shade Tree Commission.

Adjournment: A motion was made by Councilman Imbrogno and seconded by Councilman Poague to adjourn the meeting at 5:24 p.m. Motion carried unanimously.

Rachel Kilhoffer

Rachel Kilhoffer
Secretary