

March 21, 2024

**Office of the County of Elk Commissioners
Meeting Minutes**

Elk County, Ridgway, PA

The County of Elk Commissioners met on Thursday, March 21, 2024 at 10:00 AM, County of Elk Courthouse, 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; Kary Schneider, Deputy Chief Clerk; Calvin Moore IT/GIS Director; Mike McAllister, EMA Director; Becki Taylor, CDBG Coordinator; Kimberly Frey, Elections Director; Susanne Straub Schneider, Prothonotary and Facility Dog Handler; Miss Praline, Courthouse Facility Dog; Ryan Miller, ARS Services; Kristy Agosti, President/CEO MCM Consulting Group; Natalie Aiello, 4H Educator Penn State Extension; Brandy Hollobaugh, Office Administrator Penn State Extension; and Marilyn Secco, Press. Joining via Zoom Kara Dornisch, Executive Director Western Pennsylvania Bleeding Disorders Foundation.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion made by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously.

PRESENTATIONS - Courthouse Facility Dog, Miss Praline and Susanne Straub Schneider, Prothonotary & Facility Dog Handler. **Susanne explained the process involved in obtaining Praline and how she is utilized. A few counties have Courthouse Facility Dogs, but not many.**

RESOLUTIONS –

1. 2024-03 – PA 811 Safe Digging Month. **Motion made by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
2. 2024-08 – Pennsylvania 4-H Week. **Motion made by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
3. 2024-09 – Bleeding Disorders Awareness Month. **Motion made by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously.**

OLD BUSINESS –

1. Bids for CDGB FY 2021 Johnsonburg Borough 2nd Ave. Parking Lot Project. **Ryan Miller, ARS Services recommends rejecting all bids, readvertise March 22, 2024 with the new bid opening at the April 4th Commissioners Meeting. Motion made by**

Matthew G. Quesenberry to follow Ryan Miller's advice, second by Gregory J. Gebauer and carried unanimously.

2. Bids for CDBG FY 2022 Johnsonburg Borough Harrison Ave. Storm Sewer Project. **Ryan Miller, ARS Services stated the lowest bid was significantly lower due to a clerical error on the contractor's part. The contractor withdrew their bid in writing. Recommended St. Marys Paving at Johnsonburg Borough's recommendation with a bid of \$105,994, be awarded the contract. Motion made by Matthew G. Quesenberry to follow Ryan Miller's advice, second by Gregory J. Gebauer and carried unanimously.**

NEW BUSINESS

1. Request for County of Elk Amazon Business Account with a credit line of \$10,000. Yearly cost is \$179.00 for Business Account. **A motion made by M. Fritz Lecker, second by Matthew G. Quesenberry carried unanimously.**
2. Request by Emergency Management, MOU agreement between County of Elk and Pennsylvania State Police. This is a 20 year agreement. **A motion by Gregory J. Gebauer, second by Matthew G. Quesenberry, carried unanimously.**
3. Independent Contractor Agreement between Commissioners and Diana Wolfe for cleaning MDJ 59-02-2. Rate will be \$150 per month, 2 times per month, \$1,800 per year. **A motion by M. Fritz Lecker, second by Matthew G. Quesenberry, carried unanimously. It was stated that an Independent Contractor is still needed for the St. Marys Office.**
4. Request by Veterans Affairs, 4 veteran burial requisitions and 3 veteran headstone forms. **A motion made by Matthew G. Quesenberry, second by Gregory J. Gebauer, carried unanimously.**
5. Bid Opening on behalf of Northern Tier 911 Consortium for maintenance for Northern Tier 911 Consortium's current Vesta call handle equipment. This will be for 24 months. **Two bids were received. A request was made to table a decision until the next meeting, giving MCM Consulting time to review and make recommendations. Motion made by M. Fritz Lecker to table until the next meeting, second by Matthew G. Quesenberry and carried unanimously.**
6. Spring 2024 Act 13 Grant Award announcement. **A complete list can be found after these minutes. Motion made by Matthew G. Quesenberry, second by Gregory J. Gebauer, carried unanimously.**
7. Request by Ridgway Downtown Display Committee, application for the courthouse lawn from 3/22/24 to 4/7/24 for Easter decorations. **Motion made by Gregory J. Gebauer, second by Matthew G. Quesenberry, carried unanimously.**

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

1. PA DEP [addressed to Greentree Landfill, LLC with copy to County of Elk] (received February 14th) regarding enclosure of a permit modification to Solid Waste Permit No.

- 101397 for the operation of Greentree Landfill, LLC issued in accordance with Article V of the Solid Waste Management Act, 35 P.S. Sections 6018.101 et seq.
2. SGL Carbon (received February 21st) regarding intent to apply to the PA DEP, Bureau of Air Quality, for approval to install three (3) additional coating reactors with wet scrubbers. This notice is provided in accordance with 25 PA Code Section 127.43a, as amended by Act 14 which requires a 30-day public comment period.
 3. Mersen USA GS-Corp. (Received February 27th) regarding intent to apply to the PA DEP, Bureau of Air Quality, for approval to install pulverizing equipment with dust collection. This notice is provided in accordance with 25 PA Code Section 127.43a, Section 127.413 and by Section 1905-A, as amended by Act 14 which requires a 30-day public comment period.
 4. Civil & Environmental Consultants, Inc. (CEC) (received February 28th) regarding National Fuel Gas Distribution Corporations' intent to apply to the PA DEP for a General NPDES Permit for maintenance /Replacement of Water Obstructions and Encroachments (GP-11) and a Chapter 102 Erosion and Sediment Control application for earth disturbance. Project scope includes installation and replacement of 5,689 ft of underground pipe. (CEC project #333-504). This notice is provided in accordance with Section 1905, as amended PA Act 14, which requires a 30-day public comment period.
 5. U.S. Dept of Agriculture (received March 8th) regarding initiation of an environmental analysis for the North Kane project on the Marienville Ranger Station of the ANF. This process is subject to a pre-decisional objection process pursuant to subparts A and B of 36 Code of Federal Regulations 218. The comment period end April 8th.
 6. The Borough of Ridgway (Received March 8th) regarding the application for special exception by the Peace Foundation-CAPSEA. The Zoning Hearing Board to make a determination whether and/ or whether not off-premises parking is permitted for the mixed-use Residential/ Commercial building. The hearing will be held March 27th at 5:00pm.

GOOD OF THE COUNTY

- We welcome and encourage the public to attend our meetings.
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- Bids are being accepted for the 1998 Chevrolet Express Van until March 28, 2024.
- Election update by Kim Frey. **Reminder of key dates.**
- Introduction of Calvin Moore as IT/GIS Director for the County of Elk, effective 3/2/24.

QUESTIONS FROM THE PRESS N/A

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 11:13AM on a motion by M. Fritz Lecker, second by Gregory J. Gebauer.

**Next Meeting:
Thursday, April 4, 2024
10:00 A.M. Thomas G. Wagner Conference Room, Courthouse Annex**

Attest: _____

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

3/18/2024		MEDIA RELEASE		SPRING 2024 MINI GRANT AWARDS			\$75K to Grant
ACT 13	Applicant	Project	MINI GRANTS	FEBRUARY 2024	Amount Requested	3/18/2024 Match?	AWARD
		Description	Cost of project				
	Jay Twp Water	Colorimeter, BYOD Billing Tab	Colorimeter to Analyze water; BYOD billing remc	4,939.43	4,939.43	0.00	4,939.00
	Jay Twp (Road) Supervisors	Road Grader Repair/Mtce	Repairs/tires/mtce on 1995 years old grader	8,419.72	8,419.72	0.00	7,896.00
	Ridgway Twp Municipal Auth	Bt Jack Pump Station Generator	Installation of 22KW Generator and 100A Switch	15,450.00	10,000.00	5,450.00	5,000.00
	Benezette Twp	Reed Bed Replacement Sewage	Replace 2 of 3 reed beds, remove walls, sludges, s	16,055.00	9,975.00	6,080.00	5,000.00
	Ridgway VFD	Hose Replacement	Replace worn hoses - 5" and 1.75" diameters	46,398.00	10,000.00	36,398.00	5,000.00
	Johnsonburg VFD	Radio for New truck	New radio set for truck coming in late '25	10,540.44	10,000.00	540.44	5,000.00
	Johnsonburg Borough Police	Department Body Armor	Current armor at end of life in 2024; 7 sets +shirt	10,882.00	8,582.00	2,300.00	7,500.00
	Ridgway Borough	Bball Hoops/Pickleball	Purchase/install	8,360.00	5,000.00	3,360.00	2,500.00
	Post 511 Am Legion - Fox	Paving	Phase 1 of Paving Project	17,613.00	10,000.00	7,613.00	10,000.00
	Ridgway Elks Lodge 872	Entrance Remodel	Renovate heap entrance/ramp and carpeting	5,095.32	4,395.32	700.00	2,500.00
	Toby Creek Watershed Assoc	Oxygen for treatment plant	Purchase oxygen for stream and fish tanks	3,200.00	3,100.00	100.00	2,500.00
	St. Marys Snowmobile Assoc	Access Road/Parking Lot	Stone/spread access road and parking lot	1,4728	9,000.00	5728	5,000.00
	St. Marys Rotary	City Event Park Restroom Const	New permanent restroom @ Park	80,000.00	10,000.00	70,000.00	5,000.00
	Senior Junction of Ridgway	AED for Senior Center	Purchase new AED for Borough Owned Building	3,000.00	2,500.00	500.00	2,500.00
	Ridgway YMCA	Outdoor space upgrade	Update landscaping/garbage can/2alimestone	5,392.00	4,665.00	727.00	4,665.00
				406,673.64	110,576.47		\$75,000.00
ADDITIONAL AWARDS:							
	JAY TOWNSHIP School Building	Emergency Repairs caused by flood	Pay out of Acct #, stipulate reimbursement if insurance w/cover it				8,500.00
	Spring Creek Twp	Purchase Hidingr Bridge	Purchase of TEMPORARY bridge				46,096.25 Not eligible out of 135 Highway/Bridge Account
	Ridgway Heritage Council	2024 Bicentennial Decorations	Decorations, Parade entertainment,Advertising	10,000.00	1,000.00		750.00 165 ACCOUNT
	Elk County Historical Society	Preservation of Elk Co History	(3) New Computers	1,827.00	1,500.00		Gave 3 refurbished computers