

**January 2, 2019**

**Reorganizational Meeting of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Reorganizational Meeting of the Elk County Commissioners was held on Wednesday, January 2, 2019 at 10:00a.m. In Conference Room Number 2 at the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Daniel Freeburg, Chairperson, Janis Kemmer and Matthew Quesenberry. Also present were Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk/HR Specialist and Brian Stockman, press.

Jan Kemmer made a motion to approve the Minutes of December 27, 2018 meeting seconded by Matthew Quesenberry and carried unanimously.

**APPROVAL OF AGENDA**

Dan Freeburg informed everyone there was an additional item to be added to the agenda today. The approval for the Recycling Center 902 DEP Grant needs to be added to new business. Jan Kemmer made a motion to approve the agenda with the addition. Matthew Quesenberry seconded that motion and carried unanimously.

**FORMALITY**

The present Commissioners Daniel Freeburg, Janis Kemmer and Matthew Quesenberry comprise the members of the Elk County Board of Commissioners.

Daniel Freeburg will continue serving as Chairperson through 2019.

**NEW BUSINESS**

1. Matthew Quesenberry made a motion to approve the CYS FY 18-19 Contract for Alcohol and Drug Abuse Services. The motion was seconded by Jan Kemmer and carried unanimously.
2. Jan Kemmer made a motion to approve the Recycling Center's 902 DEP Grant in the amount of \$337,698.00. The motion was seconded by Matthew Quesenberry and carried unanimously.

**APPROVAL OF BILLS – December 17, 2018 → December 31, 2018**

<b>GENERAL FUND</b>	<b>\$234,713.42</b>
<b>PAYROLL</b>	<b>\$259,317.78</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$12,250.00</b>
<b>DRUG &amp; ALCOHOL</b>	<b>\$50.70</b>
<b>GAS WELL IMPACT FEE</b>	<b>\$10,805.02</b>
<b>PHFA (PHARE GRANT)</b>	<b>\$13,995.00</b>
<b>HAZMAT</b>	<b>\$167.99</b>
<b>E-911 WIRELESS FUND</b>	<b>\$130,480.48</b>
<b>NTRP</b>	<b>\$52,642.81</b>

- ➔ Jan Kemmer made a motion to approve payment of the bills seconded by Matthew Quesenberry and carried unanimously.

**GOOD OF THE COUNTY**

- ❖ 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**

**ADJOURN MEETING**

The meeting was adjourned at 10:04a.m. on a motion by Matthew Quesenberry seconded by Jan Kemmer and carried unanimously.

ATTEST:   
Chief Clerk

**NEXT MEETING  
TUESDAY, JANUARY 15, 2019  
10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING**

January 15, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissions met in regular session on Tuesday, January 15, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Dan Freeburg, Chairperson, Janis E. Kemmer, Matthew Quesenberry and Tom Wagner, Solicitor. Also present were Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Greg Gebauer, Warden, Kathy McClelland, Planning, Tracy Gerber, CDBG Coordinator, Jim Chorney, North Central and Jacob Perryman, Press.

Matt Quesenberry made a motion to approve the Minutes of January 2, 2019 meeting seconded by Jan Kemmer and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Matt Quesenberry carried unanimously.

**PRESENTATION**

Jim Chorney from North Central was in attendance today. He took a few brief minutes to discuss a project they are working on at North Central. Jim stated North Central is a Broad Band Internet Provider. They haven't ventured into the residential settings; however, they are now doing a pilot program up in McKean County for a small community that does not have any access to the internet in their community. He stated they are mounting their equipment to a very large old telephone pole rather than running fiber optic lines. Jim said this is a pilot program to see how this would work. He hopes they can help areas within the communities that have little to no internet service at all. He stated they are hoping to use grant monies available from the grants North Central has or team up with the Counties to cover the initial costs which can range from \$2,500-\$5,000. Essentially if this program takes off, they are looking for an entrepreneur to head the program. He said obviously North Central would help get this up and running. He also stated North Central hopes this makes large internet providers aware there is a major issue with coverage or lack thereof in many places in our area. Hopefully those providers will use technology and start offering service in these areas. Overall he is hopeful that the outcome of the pilot will be a good one that can be utilized elsewhere.

**NEW BUSINESS**

1. Matt Quesenberry made a motion to reappoint Beverly C. Dietz to the Elk County Industrial Development Authority Board (Term January 1, 2019 – December 31, 2024). Jan Kemmer seconded and motion carried unanimously. Dan Freeburg made a comment thanking Beverly for her service on the board.
2. Jan Kemmer made a motion to reappoint Patricia Brennen to the Elk County Redevelopment Authority Board (Term January 1, 2019 – December 31, 2023). Matt Quesenberry seconded and motion carried unanimously. Dan Freeburg made a comment thanking Patricia for her service on the board.
3. Jan Kemmer made a motion to approve the contract for Inmate Housing between Elk County and Cameron County for 2019, 2020 and 2021 at a rate of \$60/day. Matt Quesenberry seconded and carried unanimously.
  - a. Warden Gebauer stated it doesn't happen very often that Elk County can house outside inmates due to the rising numbers in house in Elk County, but if the opportunity presents itself they certainly will house an inmate from Cameron County and try to make a few extra bucks.

4. Jan Kemmer made a motion to approve the revised Elk County Accessible Housing Program Guidelines. Matt Quesenberry seconded and motion carried unanimously.
5. Jan Kemmer made a motion to approve the revised Elk County Housing Rehabilitation Program Guidelines. Matt Quesenberry seconded and motion carried unanimously.
  - a. Kathy McClelland from Planning was present to explain #4 & #5 further:  
Kathy stated these are the guidelines she used to qualify consumers. She stated the content remained the same; however, it was just reworded to better accommodate the citizens of Elk County.
6. Jan Kemmer made a motion to approve the Revision of the Elk County CDBG FY 2015. Matt Quesenberry seconded and motion carried unanimously.
  - a. Tracy Gerber was present to explain in more detail:  
Tracy explained that the Johnsonburg Municipal Authority Water Meter Installation Project has been completed and there were left over funds in the amount of \$1,869.15. She proposed to move these left over funds to the approved Johnsonburg Community Center Playground Project. This would take the Johnsonburg Community Center Project to a total of \$53,390.15 and the Johnsonburg Municipal Authority new total to \$121,130.85.
7. Matt Quesenberry made a motion to approve the CYs Contract for FY 18-19 with Children's Aid Society of Clearfield County Contract. Jan Kemmer seconded and carried unanimously.
8. Jan Kemmer made a motion to reappoint the following members for a two year term on the Comprehensive Economic Development Strategy Committee. Matt Quesenberry seconded and carried unanimously. Once again, Dan Freeburg thanked these individuals for their service on this committee. It is greatly appreciated.
  - a. Kathy Dowie, Fox Twp.
  - b. Tina Gradizzi, City of St. Marys
  - c. Jodi Foster, Elk Co. Planning
  - d. Michelle Bogacki, Ridgway Twp.
  - e. Paul McCurdy, Ridgway Borough

**APPROVAL OF BILLS – January 1, 2019 → January 11, 2019**

<b>GENERAL FUND</b>	<b>\$233,773.06</b>
<b>PAYROLL</b>	<b>\$246,739.10</b>
<b>COE DRUG &amp; ALCOHOL</b>	<b>\$231.06</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$100.00</b>
<b>FEDERAL SOCIAL SERVICE/EMERGENCY SHELTER</b>	<b>\$6,954.00</b>
<b>GAS WELL IMPACT FEE</b>	<b>\$14,007.02</b>
<b>HAZMAT</b>	<b>\$193.29</b>
<b>E-911 WIRELESS FUND</b>	<b>\$52,292.78</b>
<b>LAW ENFORCEMENT DISPATCH</b>	<b>\$721,119.24</b>
<b>NTRP</b>	<b>\$317,269.46</b>
<b>DEBT FUND</b>	<b>\$1,185.25</b>

- ➔ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

#### **COORESPONDENCE**

1. Received Act 14 Notification from St. Marys Area Water Authority for a renewal application with the PADEP for National Pollutant Discharge Elimination Systems Permit PA0034789 for NPDES Permit Discharge for treated wastewater from the Authority's Water Treatment Plant to Laurel Run.
2. Received notification that the PADEP has completed the Environmental Assessment Process evaluation for the proposed residual waste transfer station (James City Injection Well Facility) application submitted by Highland Field Services, LLC. The DEP will now proceed to the technical review of the information contained in the permit application.

#### **GOOD OF THE COUNTY**

- ❖ 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**

#### **ADJOURN MEETING**

The meeting was adjourned at 10:21am on a motion by Matt Quesenberry seconded by Jan Kemmer and carried unanimously.

ATTEST:   
Chief Clerk

**NEXT MEETING**  
**TUESDAY, FEBRUARY 5, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

February 5, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissions met in regular session on Tuesday, February 5, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Janis E. Kemmer and Matthew Quesenberry along with Tom Wagner, Solicitor. Also present were Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Tracy Gerber, CDBG Coordinator, Ron Fannin, Maintenance, Brian Stockman, Press and a representative from Fuller Home Building Inc.

Matt Quesenberry made a motion to approve the Minutes of January 15, 2019 meeting seconded by Jan Kemmer and carried unanimously.

Matt Quesenberry made a motion to approve the agenda seconded by Jan Kemmer carried unanimously.

**RESOLUTIONS**

1. Matt Quesenberry made a motion to adopt resolution 2019-01 for the provision of local match for state operating financial assistance. Jan Kemmer seconded and motion carried.
2. Matt Quesenberry made a motion to adopt resolution 2019-02 for the 2019 Fair Housing Resolution. Jan Kemmer seconded and motion carried. Tracy Gerber went on to explain this resolution a little bit more. She explained this is an annual resolution to reappoint Kathy McClelland as the local contact person for Fair Housing.

**NEW BUSINESS**

1. Matt Quesenberry made a motion to adopt Ordinance Number 2019-01 to accept the PCoRP by laws. Jan Kemmer seconded and motion carried.
2. Matt Quesenberry made a motion to approve the use of the Courthouse Lawn for hanging the Elk County Trout-a-Thon banner from April 2019-May 31, 2019. Jan Kemmer seconded and motion carried.
3. Matt Quesenberry made a motion to approve the Elk County Arts and Crafts Fair Grant Application as recommended by the Elk County Room Tax Committee. Jan Kemmer seconded and motion carried.
4. Matt Quesenberry made a motion to approve the CYS 2018-2019 Contract with AVANCO International, Inc. as an upgraded contract. Jan Kemmer seconded and motion carried.
5. Matt Quesenberry made a motion to approve the Elk County Tourism Marketing Grant Application for Ridgway Elk County Chamber of Commerce for rack cards and Facebook ads to promote the 2019 Trout-a-Thon. Jan Kemmer seconded and motion carried.
6. Matt Quesenberry made a motion to approve the appointment of George Terbovich as the board member representing Elk County on the St. Marys Area Airport Authority Board. Jan Kemmer seconded and motion carried.
7. The following bids were opened during the meeting for the replacement of the Annex building roof:
  1. CBF Contracting → Sligo, PA  
Overall Bid: \$218,183.00  
Coping: \$15,353.00



2. Bryn Enterprises → Export, PA  
Overall: \$235,999.00  
Coping: \$16,052.00
3. American Roofing → Altoona, PA  
Overall: \$199,950.00  
Coping: \$11,550.00
4. Fuller Home Building Inc. → Meadville, PA  
Overall: \$262,081.00  
Coping: \$30,480.00
5. KLA Roofing & Construction → Everett, PA  
Overall: \$194,496.00  
Coping: \$20,035.00
6. JM Young & Sons Inc. → Belleville, PA  
Overall: \$189,725.00  
Coping: \$23,650.00
7. TRS Roofing Inc. → Williamsburg, PA  
Overall: \$146,600.00  
Coping: \$9,400.00

At this time Tracy Gerber requested to have the awarding of the bid tabled until the next Commissioner's meeting which will be held on Tuesday, February 19, 2019. Jan Kemmer made a motion to table the bids until the next meeting. Seconded by Matt Quesenberry and motion carried.

**APPROVAL OF BILLS – January 14, 2019 → February 1, 2019**

<b>GENERAL FUND</b>	<b>\$144,469.62</b>
<b>PAYROLL</b>	<b>\$511,534.80</b>
<b>COE DRUG &amp; ALCOHOL</b>	<b>\$515.91</b>
<b>WORK RELEASE</b>	<b>\$1,520.00</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$225.00</b>
<b>HUMAN SERVICE DEVELOPMENT BLK</b>	<b>\$12,500.00</b>
<b>GAS WELL IMPACT FEE</b>	<b>\$2,500.00</b>
<b>2016 CDBG</b>	<b>\$28,547.81</b>
<b>2017 CDBG</b>	<b>\$39,657.27</b>
<b>HAZMAT</b>	<b>\$7.95</b>
<b>E-911 WIRELESS FUND</b>	<b>\$418,041.50</b>
<b>LAW ENFORCEMENT DISPATCH</b>	<b>\$14,160.00</b>
<b>NTRP</b>	<b>\$147,733.25</b>

→ Matt Quesenberry made a motion to approve the payment of the bills listed above seconded by Jan Kemmer and carried unanimously.

#### **COORESPONDENCE**

1. Received Act 14 Notification NPDES PAG-02 Storm water Discharge Associated with Construction Activities Permit. The purpose of this notification is to inform the County that KLH Engineers, Inc. intends to submit an application for a NPDES PAG-02 Storm water Discharge Associated with Construction Activities to the DEP for the following application: Vine Road Waterline Replacement. Applicant is St. Marys Area Water Authority.
2. Received notification from DEP regarding Modifications to Subgrade (Cells 12, 13 & 14) and CQA Plan for Advanced Disposal Services Greentree Landfill. Commissioners received a permit modification to Solid Waste Permit Number 101397.

#### **GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- ❖ Candidate Night for individuals who are interested in running for an elected office is at 6:00pm in Conference Room #2 on Tuesday, February 12, 2019.

#### **QUESTIONS FROM THE PRESS**

1. Brian Stockman asked the amount of the Local Match Resolution for ATA. Matt Quesenberry responded with \$63, 905.00. This will then be broken down into 4 quarterly payments.

#### **ADJOURN MEETING**

The meeting was adjourned at 10:25am on a motion by Matt Quesenberry seconded by Jan Kemmer and carried unanimously.

ATTEST: Lee A. Newriter  
Chief Clerk

**NEXT MEETING**  
**TUESDAY, FEBRUARY 19, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**



February 19, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissions met in regular session on Tuesday, February 19, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Janis E. Kemmer and Matthew Quesenberry. Also present were Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Tracy Gerber, CDBG Coordinator, Ron Fannin, Maintenance, as well as Cheryl and Don Ruffner representing Elk County Riders.

Jan Kemmer made a motion to approve the Minutes of February 5, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Matt Quesenberry carried unanimously.

**PRESENTATION**

Cheryl and Don Ruffner were present to give a presentation on the Elk County Riders to explain who they are and what they are doing.

Cheryl explained they are a 501(c) 3 non-profit corporation. Elk County Riders are committed to the support and enhancement of on and off road recreation in Elk County. They support connecting communities through trails and roads, not endorsing free ATV travel through each individual community. Elk County Riders hope is to have a trailhead to be a short distance into downtowns for economic growth of that community.

Essentially at this point, Elk County Riders are at a critical point where they need to get funding to conduct a feasibility study. They are applying for a grant through DCNR to conduct this feasibility study to pursue connecting ATV trails throughout Elk County.

Cheryl explained the Elk County Riders are currently looking to receive letters of support from various entities throughout the county. The due date for the letters is March 25, 2019.

Dan Freeburg told Cheryl and Don how organized the presentation was and how well they are portraying their points to the community. He said he felt pretty strongly that the Commissioners would be able to get a letter of support together for them.

**NEW BUSINESS**

1. Matt Quesenberry made a motion to award the winning bid for the annex building roof replacement in the amount of \$165,400.00 to TRS Roofing Inc. in Williamsburg, PA. Jan Kemmer seconded and motion carried unanimously.
2. Jan Kemmer made a motion to approve the appointment of Clythera Hornung and Teresa Guaglianone to the FRN Board. Matt Quesenberry seconded and carried unanimously.
3. Jan Kemmer made a motion to approve the renewal of the CYS Contract with Cornell Abraxas for 2018-2019. Matt Quesenberry seconded and carried unanimously.
4. Jan Kemmer made a motion to approve the renewal of the CYS Contract with George Junior Republic in Pennsylvania for 2018-2019. Matt Quesenberry seconded and carried unanimously.

5. Jan Kemmer made a motion to table the contract between North Central and County of Elk for maintenance and cleaning services for 1 year until the next Commissioners meeting in order to clarify specifications on the number of hours. Matt Quesenberry seconded and carried unanimously.
6. Matt Quesenberry made a motion to approve utilizing Act 13 monies, up to \$2,500.00 for Elk County Recycling's half to cover the cost of a new server and backup system. Jan Kemmer seconded and carried unanimously.

**APPROVAL OF BILLS – February 4, 2019 → February 15, 2019**

<b>GENERAL FUND</b>	<b>\$271,450.25</b>
<b>PAYROLL</b>	<b>\$253,154.99</b>
<b>COE DRUG &amp; ALCOHOL</b>	<b>\$299.11</b>
<b>CDBG-C</b>	<b>\$591.20</b>
<b>PHFA (PHARE GRANT)</b>	<b>\$3015.87</b>
<b>2016 CDBG</b>	<b>\$1,922.66</b>
<b>2015 CDBG</b>	<b>\$8,043.83</b>
<b>HAZMAT</b>	<b>\$500.49</b>
<b>E-911 WIRELESS FUND</b>	<b>\$34,481.91</b>
<b>NTRP</b>	<b>\$63,259.39</b>

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

**COORESPONDENCE**

1. Received notification from The EADS Group regarding Jay Township Water Authority's project for Replacement of Force Area Water Lines as well as E&S Control Plan and Public Water Supply Permit Application.
2. Received notification on February 7, 2019 from DCED that Elk County received a 2018 CDBG grant in the amount of \$307,760.00.

**GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- ❖ Dan Freeburg made comment that Petition signing began today for anyone running for office.

**QUESTIONS FROM THE PRESS**

**ADJOURN MEETING**

The meeting was adjourned at 10:35am on a motion by Jan Kemmer seconded by Dan Freeburg and carried unanimously.

ATTEST:

  
Chief Clerk

**NEXT MEETING**  
**TUESDAY, MARCH 5, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**



March 5, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissions met in regular session on Tuesday, March 5, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Lee Neureiter, Chief Clerk, Samantha Beaver and Ernie Mattiuz. Also present were Brian Stockman and Jacob Perryman of the press.

Dan Freeburg started the meeting by stating due to Matthew Quesenberry being out of town and Jan Kemmer currently sick there will be no quorum today; however, we will proceed with the presentation from the Farm Bureau.

**PRESENTATION**

Ernie Mattiuz from the Farm Bureau gave a presentation regarding the recent updates to many issues within PA and what the Farm Bureau is trying to accomplish. Some important information topics presented by Ernie as follows:

- This is the first time in decades there are no funding cuts for Agriculture.
- Some issues within Pennsylvania that are being discussed for action by PFB Legislative Committees are:
  - State agricultural appropriations for FY 2019-2020
  - Agritourism laws to give farmers certainty in risk of liability
  - Fairness and transparency in gas well operations and assessment of royalty deductions
  - Sunday Hunting
  - Changes to Vehicle Code for Agriculture
  - Tax credit program for sale or lease of farms to beginning farmers
  - Legislation to facilitate conversion and use of farm buildings for entertainment and social events
  - Rural broadband development

Lastly, Ernie reported the Summer Update will be held on August 16, 2019 at Chicken Hill Distillery.

**COORESPONDENCE**

1. Received notification from the DEP reporting they received receipt of the Elk County Monitoring Activity Progress Report (MAPR) regarding the County's FY 2017 CDBG Grant. There were no identified issues from this review.
2. Received notification from the DEP stating they received a request from Hunt Marcellus Operating Company, LLC to rescind their Water Management Plan for the Northwest District. Upon review the DEP approved the request to rescind it.

**GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- ❖ Dan Freeburg made comment that Petition signing began today for anyone running for office.

QUESTIONS FROM THE PRESS

ADJOURN MEETING

The meeting was adjourned at 10:40am on a motion by Dan Freeburg.

ATTEST:   
Chief Clerk

NEXT MEETING  
TUESDAY, MARCH 19, 2019  
10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING

March 19, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissions met in regular session on Tuesday, March 19, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Lee Neureiter, Chief Clerk, Samantha Beaver, John Roman –EADS Group and Lance Andrews – Alfred Benesch & Company.

Dan Freeburg started the meeting by stating due to Matthew Quesenberry being out of town and Jan Kemmer being unavailable due to a prior commitment therefore there is no quorum today.

**INFORMATION**

- Lance Andrews with Alfred Benesch and Company attended today's meeting. Lance stated he simply wanted to introduce himself to the commissioners. He said he is going around to various Counties trying to get his face and name recognized. He stated he works for the company in their Pittsburgh location and they conduct bridge inspections for Penn Dot across the state. He stated he believes Penn Dot does like to change up the inspection companies sometimes to get a different firm in there with a fresh set of eyes to make sure the bridge is up to code. He stated he wants to be a resource for the commissioners and the County. While there is not a current contract with Elk County, Lance said there could be in the future and he simply wanted everyone to know who he is and that he's available as a resource. He thanked Commissioner Freeburg for allowing him the time to briefly speak. Dan Freeburg thanked Lance for taking the time to come to the meeting and introduce himself.

**COORESPONDENCE**

- Received notification to inform of SWEPI LP's intent to submit an application for coverage under the Erosion and Sediment Control General Permit (ESCGP-3) for Earth Disturbance Associated with Oil & Gas Exploration, Production, Processing or Treatment Operations Facilities from the PA Department of Environmental Protection.

**GOOD OF THE COUNTY**

- ❖ 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**

**ADJOURN MEETING**

The meeting was adjourned at 10:11am on a motion by Dan Freeburg.

ATTEST:

  
Chief Clerk

NEXT MEETING  
**TUESDAY, APRIL 2, 2019**  
10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING

**April 2, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissions met in regular session on Tuesday, April 2, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Matthew Quesenberry, Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Leslie Swope, St. Marys Public Library, Melinda Lewis, Johnsonburg Public Library, Lann Yurchick, Ridgway Public Library, Al Maletto, Johnsonburg Borough, Tori Haynes, Johnsonburg Borough, Makailla Carnessali, Johnsonburg Borough, Rachel Kilhoffer, Johnsonburg Borough.

Matt Quesenberry made a motion to approve the Minutes of February 19, 2019, March 5, 2019 and March 19, 2019 meeting seconded by Jan Kemmer and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Matt Quesenberry carried unanimously.

**RESOLUTIONS**

1. Jan Kemmer made a motion to adopt Resolution Number 2019-03: Proclamation of National Library Week April 7-13, 2019 seconded by Matthew Quesenberry and carried unanimously.
2. Matt Quesenberry made a motion to adopt Resolution Number 2019-04: Proclamation of Pennsylvania 811 Safe Digging Month for the month of April 2019 seconded by Jan Kemmer and carried unanimously.

**NEW BUSINESS**

1. Jan Kemmer made a motion to approve the 1 year Contract between North Central Pennsylvania Regional Planning and Development Commission and County of Elk for Maintenance and Cleaning Services. Seconded by Matthew Quesenberry and carried unanimously.
2. Matthew Quesenberry made a motion to approve renewal contract for CYS for FY 18-19 with The Summit School, Inc seconded by Jan Kemmer and carried unanimously.
3. Matthew Quesenberry made a motion to approve renewal contract for CYS for FY 18-19 with Shippenville Project Point of Light seconded by Jan Kemmer and carried unanimously.
4. Jan Kemmer made a motion to approve the appointment of Jodi Foster, St. Marys and Tracy Gerber, Weedville to The Housing Authority of the County of Elk seconded by Matthew Quesenberry and carried unanimously.



**APPROVAL OF BILLS – FEBRUARY 18, 2019 → MARCH 29, 2019**

GENERAL FUND	\$441,071.01
PAYROLL	\$779,653.36
ACT 13 MARCELLUS LEGACY FUND	\$2,735.00
CEO DRUG & ALCOHOL	\$1,049.21
COE SUBSTANCE ABUSE	\$150.00
RECYCLING CTR BLDG FUND	\$1,178.57
TRANSPORTATION BLOCK GRANT	\$851,842.00
GAS WELL IMPACT FEE	\$9,715.00
CDBG-C	\$6,933.51
PHFA	\$11,310.00
2016 CDBG	\$66,062.74
HAZMAT	\$1,481.04
E911 WIRELESS	\$1,744,515.24
ELK CTY LAW ENFORCEMENT	\$141,206.35
NTRP	\$232,952.52
COE AFFORDABLE HOUSING	\$7,233.20
COE CONSTRUCTION FUND	\$499.75
DEBT FUND	\$178.86

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

**COORESPONDENCE –N/A**

**GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- ❖ April is alcohol awareness month. The National Council on Alcoholism and Drug Dependence invites everyone to have an alcohol free weekend April 5-7, 2019. This is their way of raising public awareness of the use disorder. They extended an open invitation for people to participate in this three day of no alcohol.

**QUESTIONS FROM THE PRESS**

**ADJOURN MEETING**

The meeting was adjourned at 10:35am on a motion by Jan Kemmer seconded by Matthew Quesenberry and carried unanimously.

ATTEST:



Chief Clerk

**NEXT MEETING  
TUESDAY, APRIL 16, 2019  
10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING**

**April 16, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissions met in regular session on Tuesday, April 16, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Matthew Quesenberry, Janis Kemmer, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Nancy Baker, Director CYS, Peggy Schneider, Treasurer, Tracy Gerber, CDBG Coordinator, Heather Conrad, U.S. Census Bureau and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of April 2, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Matt Quesenberry made a motion to approve the agenda seconded by Jan Kemmer carried unanimously.

**RESOLUTIONS**

1. Jan Kemmer made a motion to adopt Resolution Number 2019-05: Proclamation of National Public Safety Telecommunications Week seconded by Matt Quesenberry and carried unanimously. Dan Freeburg thanked our telecommunicators for all they do. It is important that we recognize our great employees and the agency/staff up on the hill.
2. Matt Quesenberry made a motion to adopt Resolution Number 2019-06: Proclamation of Child Abuse Awareness Month April 2019 seconded by Jan Kemmer and carried unanimously.
  - a. Nancy Baker, CYS Director, was present to read the Proclamation. Nancy also spoke about the Pin Wheels people will notice around town. Those royal blue pin wheels are the National symbol for Child Abuse Awareness. She noted there is also a banner that will hopefully be going up. Nancy also made it known there will be a Healthy Kids Day at the YMCA in Ridgway on April 27, 2019 from 10:00am-1:00pm. She said a lot of local organizations are partnering up for this event. Dan Freeburg thanked Nancy for all she and her staff do for our community and told Nancy to relay that message to her staff as well.

**NEW BUSINESS**

1. Jan Kemmer made a motion to approve 19 Headstone Allowances for Veterans Affairs Office seconded by Matt Quesenberry and carried unanimously.
2. Jan Kemmer made a motion to approve 23 Burial Allowances for Veterans Affairs Office seconded by Matt Quesenberry and carried unanimously.
3. Jan Kemmer made a motion to approve the revision to FY 2016 CDBG Application seconded by Matt Quesenberry and carried unanimously.
  - a. Tracy Gerber was present to explain the revision. She started by stating all of the 2016 CDBG projects were complete with the exception of the Johnsonburg Community Playground Project, which is now over budget. She said the water meter project was completed and under budget by \$7,762.24. What Tracy is proposing is to move those unused funds from the water meter project to the Playground project. Therefore \$7,762.24 will be moved into the Johnsonburg Community Playground Project to help offset the cost. She stated it will close the gap under the CDBG contract but there were other items that were not in the CDBG

contract that the Johnsonburg Community Trust will have separate contracts separate from the CDBG contract.

4. Matt Quesenberry made a motion to approve the Application for Liquid Fuel Funds in the amount of \$8,000 for Fox Township's paving project seconded by Jan Kemmer and carried unanimously.
5. Jan Kemmer made a motion to approve the reappointment of David Wolfe to The Housing Authority of the County of Elk Board seconded by Matt Quesenberry and carried unanimously. The term will run from 4/16/2019 through 12/31/2021.
6. Jan Kemmer made a motion to approve the Chamber of Commerce's request to use the courthouse lawn for their Easter Egg Hunt on April 20, 2019 seconded by Matt Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to approve the Act 13 Awards as shown below seconded by Matt Quesenberry and carried unanimously. Dan Freeburg made note there were 19 applications for the Act 13 Grants. Matt Quesenberry commented that the applications were very competitive proposals and all were solid. They all met the requirements of the application. He stated we do what we can and at least we have the ability to help this many even though there had to be a few left behind. He noted it's still a positive that we were able to put these dollars on the street and spread them around as much as possible.

Johnsonburg Fire Department Lighting in the Fire Hall	\$2,600
CAPSEA Pixel Machine      \$1,649 FAX Machine      \$360	\$2,000
Johnsonburg Police Department Nine (9) Body Armor and Plates	\$5,000
St. Marys Police Department Training CPR/AED training equipment	\$975
Jay Township Water Authority Replace (2) Water Sensors	\$4,725
Boy Scout Troop 93, Ridgway PA AED Unit	\$1,500
Ridgway 2 <sup>nd</sup> Ward Fire Department Emergency Generator	\$10,000
ATA Two (2) Lifepak Defibrillators	\$2,700
Elk County Riders Fencing @ Clubhouse/ Track	\$4,500
Elk County Historical Society Newspaper Microfilm Scanning	\$4,000
Jay Township Fire Department Stream Bank Improvements @ Firehall	\$3,000
Western PA Conservancy Kersey Run bank/stream inputs @ Senior Center	\$4,500
Jay Township Supervisors Kersey Run bank/stream inputs	\$4,500
<b>TOTAL</b>	<b>\$50,000</b>

## **APPROVAL OF BILLS – APRIL 1, 2019 → APRIL 12, 2019**

<b>GENERAL FUND</b>	<b>\$559,040.76</b>
<b>PAYROLL</b>	<b>\$299,407.70</b>
<b>WORK RELEASE</b>	<b>\$1,791.85</b>
<b>FED. SOCIAL SERVICE/EMERGENCY SHELTER</b>	<b>\$6,955.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$10,367.00</b>
<b>HAZMAT</b>	<b>\$5,077.03</b>
<b>E911 WIRELESS</b>	<b>\$148,454.16</b>
<b>ELK CO. LAW ENFORCEMENT</b>	<b>\$26,525.00</b>
<b>NTRP</b>	<b>\$30,523.62</b>
<b>CO. OF ELK CONSTRUCTION FUND</b>	<b>\$3,388.57</b>

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

### **CORRESPONDENCE –**

1. Received notification from Environmental Compression Services, Inc. that Pin Oak Energy Partners LLC has filed a permit application to obtain authorization from the Department of Environmental Protection – Division of Air Quality for a General Plan Approval and General Operating Permit. This is requesting the DEP to install and operate its Owls Nest Compressor Station located in Highland Township, Elk County.

### **GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world. Dan went on to include Paris as they had the recent fire at Notre Dame.
- ❖ Lee made a note that the roof repairs are going to be underway starting Monday next week. Jan noted she tried contacting the church next door to see if the employees could park there temporarily while the roof project is taking place. She said she is still waiting to hear back.

### **ADDITIONAL INFORMATION**

- Heather Conrad from the US Census Bureau joined the meeting. She asked the Commissioners to consider doing a proclamation for Census Day, April 1, 2020. Matt Quesenberry went on to say the Commissioners are very committed to being involved in this. He went on to say he almost had the proclamation completed for today's meeting; however, it will be on the agenda at the next Commissioners' meeting on May 7, 2019.

### **QUESTIONS FROM THE PRESS**

- ❖ Brian Stockman asked "Why were the banners on the Courthouse trees removed?"
  - Dan Freeburg replied by stating the Application for Use of the Courthouse lawn specifically states if you are hanging a banner between the two trees, you must do it with Velcro or rope. No attachment with staples, screws, nails or other materials made be made directly onto the trees. It was found that the banners that were recently hanging were hanging with numerous deck screws directly screwed into the trees. Jan Kemmer made a comment that this cannot happen. The County just had a professional arborist come in to help preserve the trees around the Courthouse and annex properly. Dan stated the Commissioners called to have the problem resolved and unfortunately it was not resolved. Therefore the decision was made to remove the banners until they could be hung properly. Matt Quesenberry

**ADJOURN MEETING**

The meeting was adjourned at 10:21am on a motion by Jan Kemmer seconded by Matthew Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_

*Lee A. Neumaier*

Chief Clerk

**NEXT MEETING**

**TUESDAY, May 7, 2019**

**10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING**

**May 7, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Tuesday, May 7, 2019 at 10:07am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Matthew Quesenberry, Janis Kemmer, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Kim Frey, Director of Elections, Greg Gebauer, Warden, Peggy Schneider, Treasurer, Heather Conrad, U.S. Census Bureau and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of April 16, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Matt Quesenberry made a motion to approve the agenda with 2 additions seconded by Jan Kemmer carried unanimously.

➔ Added Resolution 2019-09 and Item Number 11 under new business

**RESOLUTIONS**

1. Jan Kemmer made a motion to adopt Resolution Number 2019-07: Resolution by the Elk County Board of Commissioners opposing changes to the Medical Assistance Transportation Program (MATP) seconded by Matthew Quesenberry and carried unanimously.

Lee Neureiter explained that currently the money comes from Department of Human Services to the Counties then the Counties pay the transportation providers. Now what they are proposing is a regional broker model. The funds would go through the regional broker to the transportation providers; therefore, taking the Counties out of the equation. This regional broker model was to be up and running by July 1, 2019. At this point, no broker has even been chosen. The Commissioners are opposing this model for this year because they want to make sure the citizens have access to the services they need. CCAP (County Commissioners Association of Pennsylvania) is also opposing this model for the time being for the same reasons. Brian Stockman asked if Matt Gabler knows of what is going on. The Commissioners stated they have already sat down with Matt Gabler at ATA regarding this situation. A letter as well as a copy of this resolution will be forwarded to Matt Gabler once it is signed.

2. Jan Kemmer made a motion to adopt Resolution Number 2019-08: Proclamation of National Correctional Officers Week – May 5, 2019 through May 11, 2019 seconded by Matthew Quesenberry and carried unanimously.

Chairperson Dan Freeburg thanked Warden Gebauer for the tour this morning and thanked all of the prison staff for all of their hard work. Dan asked Warden Gebauer to pass this on to his staff and Warden Gebauer stated he would. Arrangements were then made to have the Commissioners and several prison staff to take a photo on the steps over at the prison for the newspaper and website.

3. Matthew Quesenberry made a motion to adopt Resolution Number 2019-09: Resolution Creating a Census 2020 Complete Count Committee seconded by Jan Kemmer and carried unanimously.

Tom Wagner explained this resolution is to establish the Complete Count Committee for Elk County. It explains the committee's responsibilities and that the



Commissioners are the individuals who appoint the members of this committee. The Committee is to be set up by June 1, 2019 through May 31, 2020 at which time it will dissolve. Brian Stockman, Press, suggested appointing Christie Gardner, publisher of the local newspapers, to the committee. He stated it would keep her informed with what the committee is trying to accomplish and she would be a great resource to get the information out to the citizens.

#### **NEW BUSINESS**

1. Matthew Quesenberry made a motion to approve the appointment of the following individuals to The Elk County Housing Authority Board for the terms set below seconded by Jan Kemmer and carried unanimously.
  - a. David Wolfe: Present through December 31, 2021
  - b. Tracy Gerber: Present through December 31, 2022
  - c. Jodi Foster: Present through December 31, 2023
2. Jan Kemmer made a motion to approve the Application for Liquid Fuel Funds in the amount of \$8,000 from Jay Township to apply E-3 oil to various roads for dust control seconded by Matthew Quesenberry and carried unanimously.
3. Matthew Quesenberry made a motion to approve the Application for Liquid Fuel Funds in the amount of \$8,000 from the Johnsonburg Borough for the final payment on the 2015 John Deere Backhoe seconded by Jan Kemmer and carried unanimously.
4. Jan Kemmer made a motion to approve the Application for Liquid Fuel Funds in the amount of \$8,000 from Ridgway Borough to pay the loan payment for the 2016 paving project seconded by Matthew Quesenberry and carried unanimously.
5. Jan Kemmer made a motion to approve the Application for Liquid Fuel Funds in the amount of \$8,000 from Jones Township to purchase 500 tons of PA-2A limestone seconded by Matthew Quesenberry and carried unanimously.
6. Jan Kemmer made a motion to approve 8 Headstone Allowances for Veterans Affairs Office seconded by Matt Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to approve 37 Burial Allowances for Veterans Affairs Office seconded by Matt Quesenberry and carried unanimously.
8. Jan Kemmer made a motion to approve the request for usage of the hotel tax funds in the amount of \$1,980.00 for the summer TV co-op program with WJAC seconded by Matthew Quesenberry and carried unanimously.
9. Matthew Quesenberry made a motion to approve the request for use of the Courthouse lawn by the VFW on Memorial Day from 9-11am seconded by Jan Kemmer and carried unanimously.
10. Jan Kemmer made a motion to approve the contract between County of Elk and ES & S for the new voter election equipment contingent upon solicitor, Tom Wagner's review seconded by Matthew Quesenberry and carried unanimously.

Kim Frey explained the election board made a choice at the May 3, 2019 Election Board Meeting. The board went over all of the bids and recommend The County of Elk choose the ES & S contract in the amount of \$548,538.20. Kim stated the county has been with ES & S for about 30 years. We are familiar with them and they work well with us for troubleshooting and whatnot. Kim went on to explain there were several decisions that needed to be made along the way. Whether the County would select ballot marking devices or optical scan. They chose ballot marking devices which started to eliminate other vendors that do not offer such devices. After reviewing the bids, in the long run ES & S's Express Vote Tabulators would be

the most cost effective over 10 years. The last decision was whether the programming would be completed in-house or outsourced. The decision was made that the programming will be completed in-house.

Currently Governor Wolf is assuring counties that the state will be covering 50% of the cost of the voting equipment. Also, the federal government is paying around \$32,000 towards the equipment for Elk County.

The goal with the new election equipment is to have it up and running by the November 2019 election. The board would like to have our voters to have one experience using the new equipment under their belts prior to the Presidential election in 2020.

The Commissioners thanked Kim for all of the hard work she puts into the elections and the day to day functions. There are a lot of key components that go on behind the scenes to make everything run as smoothly as possible.

11. Matthew Quesenberry made a motion to approve the SAVIN contract for the Elk County Prison seconded by Jan Kemmer and carried unanimously.

Warden Gebauer stated this is a yearly renewal contract. There is no cost to the county. The SAVIN (State Automated Victim Information System) contract was approved by the prison board at the Prison Board meeting earlier in the day on May 7, 2019.

#### **APPROVAL OF BILLS – APRIL 13, 2019 → May 3, 2019**

<b>GENERAL FUND</b>	<b>\$194,193.42</b>
<b>PAYROLL</b>	<b>\$267,369.02</b>
<b>CEO DRUG &amp; ALCOHOL</b>	<b>\$3,228.88</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$50.00</b>
<b>TRANSPORTATION BLOCK GRANT</b>	<b>\$219,757.00</b>
<b>CDBG-C</b>	<b>\$4,711.92</b>
<b>PHFA</b>	<b>\$10,000.00</b>
<b>2016 CDBG</b>	<b>\$631.29</b>
<b>2015 CDBG</b>	<b>\$44,050.17</b>
<b>HAZMAT</b>	<b>\$10,670.95</b>
<b>E911 WIRELESS</b>	<b>\$7,529.18</b>
<b>NTRP</b>	<b>\$52,247.00</b>
<b>COE RECORD IMPROVEMENT</b>	<b>\$4,920.20</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$8,597.15</b>
<b>DEBT FUND</b>	<b>\$178.86</b>

- Matt Quesenberry made a motion to approve the payment of the bills listed above seconded by Jan Kemmer and carried unanimously.

#### **CORRESPONDENCE**

1. Received notification from SGL Carbon LLC of their intent to apply for a plan approval to expand its Graphite Purification Process by adding an additional six Purification Furnaces.
2. Received notification from Harvey J. Wolfe of St. Marys, PA that he applied to the DEP for issuance of a National Pollutant Discharge Elimination System permit for sewage.
3. Received notification from Jay Township Board of Supervisors to inform the County that a registration for a permit has been submitted for an in-stream habit project (GP-1) in Jay Township on the Bennetts Valley Senior Center property along Kersey Run.

**GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- ❖ Please note: the next meeting will be held on Monday, May 20, 2019 due to the County of Elk offices being closed on Tuesday, May 21, 2019 for the Primary Election.

**QUESTIONS FROM THE PRESS** –N/A

**ADJOURN MEETING**

The meeting was adjourned at 10:37am on a motion by Jan Kemmer seconded by Matthew Quesenberry and carried unanimously.

ATTEST:   
Chief Clerk

**NEXT MEETING**  
**MONDAY, MAY 20, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**May 20, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Monday, May 20, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioner Matthew Quesenberry, Lee Neureiter, Chief Clerk, Jodi Foster, Chairperson for the Elk County Housing Authority Board, Nancy Baker, CYS Director, Ernie Mattiuz, Farm Bureau and Brian Stockman, Press. Commissioner Jan Kemmer and Deputy Chief Clerk Samantha Beaver were out of town at a Human Resources forum.

Matt Quesenberry made a motion to approve the Minutes of May 7, 2019 meeting seconded by Dan Freeburg and carried unanimously.

Matt Quesenberry made a motion to approve the agenda with 1 addition seconded by Dan Freeburg carried unanimously.

- ➔ Added Presentation by Ernie Mattiuz of the Farm Bureau regarding 2017 US Department of Agriculture Census.

**PRESENTATION**

1. Ernie Mattiuz was present at the meeting to discuss/report on the 2017 Agricultural Census. He stated 232 farms participated in the survey.
  - a. In 2017 there were 53,157 farms in Pennsylvania. This is 6,000 less farms than what PA had in 2012.
  - b. In the 2017 Census, Pennsylvania lost about 500,000 acres of agriculture compared to the census in 2012.
  - c. Ernie stated the dairy farms are in a real bind/crisis. A lot of this is due to the lack of dairy drinkers anymore. In 2017, there were 6,914 dairy farms. In 2012 there were 7,829 a difference of 915 dairy farms.
  - d. Ernie handed out a spreadsheet to everyone in attendance that had Elk County Specific Figures from the 2017 Census. One area to note was the Commodity Totals/Sales Measured in Money. Even though there was a loss in the total number of farms as well as acreage, the loss of money was not all that different from 2012. There was a \$205,000 loss between 2012 and 2017. But overall that is good considering the other variables. Ernie stated he feels it is because of the Farmer's Markets and a lot of citizens are looking for locally grown produce. Also local stores are trying to sell local produce lately rather than shipping it in which is helpful as well.

Dan Freeburg thanked Ernie for taking time to come to the meeting to give this valuable information. Dan extended an ongoing invitation to Ernie to feel free to come back and update the Commissioners and community anytime.

**RESOLUTIONS**

1. Matt Quesenberry made a motion to adopt Resolution Number 2019-10: Proclamation of Child Welfare Professionals Appreciation Week the week of June 3-June 7, 2019 seconded by Dan Freeburg and carried unanimously.
  - a. Dan Freeburg thanked Nancy Baker as well as her staff for everything they do. Nancy took a moment to thank her staff saying they deserve to be recognized and she also thanked them for all they do.

2. Matt Quesenberry made a motion to adopt Resolution Number 2019-11: Proclamation of May 2019 as Older Americans Month.
  - a. Dan Freeburg made a statement that the Commissioners could send the Proclamation to the Department of Human Services/Office of Aging.

#### **NEW BUSINESS**

1. Matthew Quesenberry made a motion to appoint Amy Auman to The Elk County Housing Authority Board to serve a two year term as well as Mike Handley to serve a one year term. The motion was seconded by Dan Freeburg and carried unanimously.
2. Dan Freeburg made a motion to approve the CYS Contract for FY 18-19 Community Specialists Corporation seconded by Matt Quesenberry and carried unanimously.
3. Matt Quesenberry made a motion to approve 4 headstone allowances for Veterans Affairs seconded by Dan Freeburg and carried unanimously.
4. Matt Quesenberry made a motion to approve 5 burial allowances for Veterans Affairs seconded by Dan Freeburg and carried unanimously.

#### **APPROVAL OF BILLS – May 6, 2019 → May 17, 2019**

<b>GENERAL FUND</b>	<b>\$635,718.21</b>
<b>PAYROLL</b>	<b>\$250,039.08</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>NATIONAL FOREST FUND</b>	<b>\$375,137.06</b>
<b>CEO DRUG &amp; ALCOHOL</b>	<b>\$114.80</b>
<b>COE WORK RELEASE</b>	<b>\$1,720.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$2,929.86</b>
<b>HAZMAT</b>	<b>\$356.78</b>
<b>E911 WIRELESS</b>	<b>\$37,169.56</b>
<b>NTRP</b>	<b>\$77,928.17</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$11,949.55</b>
<b>DEBT FUND</b>	<b>\$375,363.04</b>

- Matt Quesenberry made a motion to approve the payment of the bills listed above seconded by Dan Freeburg and carried unanimously.

#### **CORRESPONDENCE**

1. Received a County Land Use Letter that is to be submitted with The Gateway Engineers, Inc. permit application to DEP for NPDES Permit for Stormwater Discharges Associated with Construction Activities. Project description is: Development of a Burger King Restaurant as well as associated parking facilities and other site amenities.

#### **GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- ❖ Please note: The County of Elk offices are closed on Tuesday, May 21, 2019 for the Primary Election.

#### **QUESTIONS FROM THE PRESS**

- Brian Stockman asked where the new Burger King is going to be located in St. Marys? Jodi from the Planning Department stated the location is to be around the location of the Old Greenhouse that

was on the Million Dollar Highway (Route 255). It was stated it is up from the stop light near Taco Bell, past the beer distributor.

- Brian Stockman asked what the status is on Duncan Donuts in St. Marys? Jodi stated it is a matter of Duncan Donuts getting things moving now. There was a delay due to Penn Dot and getting approval for opening a drive-thru but that has since been resolved and they can proceed forward.

**ADJOURN MEETING**

The meeting was adjourned at 10:27am on a motion by Matt Quesenberry seconded by Dan Freeburg and carried unanimously.

ATTEST:

  
Chief Clerk

**NEXT MEETING**

**TUESDAY, JUNE 4, 2019**

**10:00AM CONFERENCE ROOM NO. 2**

**COURTHOUSE ANNEX BUILDING**



June 4, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissioners met in regular session on Tuesday, June 4, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk and Brian Stockman, Press.

Matt Quesenberry made a motion to approve the Minutes of May 20, 2019 meeting seconded by Jan Kemmer and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Matt Quesenberry carried unanimously.

**NEW BUSINESS**

1. Jan Kemmer made a motion to approve the Elk County Room Tax Committee's request for the use of hotel tax funds in the amount of \$2,175.00 for 15,000 Elk County Trail Maps to be printed and distributed seconded by Matt Quesenberry and carried unanimously.
2. Jan Kemmer made a motion to approve application for Courthouse lawn use for Trinity United Methodist Church for their Community Picnic to be held Sunday, September 8, 2019 with the time to be determined seconded by Matt Quesenberry and carried unanimously.
3. Matt Quesenberry made a motion to approve the Eastern Elevator Service & Sales Company Inspection Service Agreement contingent upon Eastern's approval of some legal changes that were sent to them on the recommendation of Tom Wagner seconded by Jan Kemmer and carried unanimously.
4. Jan Kemmer made a motion to approve the CYS Contract FY 19-20 AVANACO International, Inc. seconded by Matt Quesenberry and carried unanimously.
5. Jan Kemmer made a motion to approve the CYS Contract FY 18-19 Central Counties Youth Center seconded by Matt Quesenberry and carried unanimously.
6. Matt Quesenberry made a motion to approve the Human Services Development Fund Contracts as listed below seconded by Jan Kemmer and carried unanimously.

PROVIDERS	SERVICES	2019-2020 FUNDS GRANTED
Community Nurses	Adult Day Care & Home Support	\$3,566.50
LIFT	Life Skills Education	\$4,327.50
ATA	Transportation	\$2,000.00
Office of Human Services, Inc.	Personal Care	\$4,802.50
Guidance Center RAPPORT	RAPPORT	\$3,495.50
Dickinson Center, Inc. PAT	Parents as Teachers	\$3,495.50
Alcohol & Drug Abuse Services	Treatment Groups	\$7,842.50
C.A.P.S.E.A.	Case Management & Emergency Shelter	\$13,732.50
Dickinson Center, Inc.	Pre-Vocational Services	\$4,802.50
Office of Human Services	Administrative Fees	\$1,935.00
<b>GRAND TOTAL</b>		<b>\$50,000.00</b>

**APPROVAL OF BILLS – May 18, 2019 → May 31, 2019**

<b>GENERAL FUND</b>	<b>\$308,414.14</b>
<b>PAYROLL</b>	<b>\$372,437.78</b>
<b>LIQUID FUEL ACT 44</b>	<b>\$1,400.00</b>
<b>CEO DRUG &amp; ALCOHOL</b>	<b>\$742.00</b>
<b>COE WORK RELEASE</b>	<b>\$102.00</b>
<b>HUMAN SERVICE DEVELOPMENT BLK</b>	<b>\$12,500.00</b>
<b>PHFA (PHARE GRANT)</b>	<b>\$10,000.00</b>
<b>2016 CDBG</b>	<b>\$55,165.85</b>
<b>2015 CDBG</b>	<b>\$18,160.15</b>
<b>HAZMAT</b>	<b>\$213.99</b>
<b>E911 WIRELESS</b>	<b>\$5,661.81</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$817.42</b>
<b>NTRP</b>	<b>\$10,610.87</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$11,264.43</b>

→ Matt Quesenberry made a motion to approve the payment of the bills listed above seconded by Jan Kemmer and carried unanimously.

**GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:05am on a motion by Jan Kemmer seconded by Matt Quesenberry and carried unanimously.

ATTEST:

  
Chief Clerk

**NEXT MEETING**  
**TUESDAY, JUNE 18, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**June 18, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Tuesday, June 18, 2019 at 10:08am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, John Straitiff, PAGO, Steve Kronenwetter, PAGO/Wapiti Woods, Carla Wehler, PAGO/Elk Visitor Center, Jennifer Challingsworth, PAGO/Towers Victorian Inn and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of June 4, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Matt Quesenberry carried unanimously.

**PRESENTATION**

- John Straitiff, Executive Director of Pennsylvania Great Outdoors Visitors Bureau, gave a presentation to update the commissioners and community on their latest efforts to promote the County. To view the entire presentation, please visit this link and select June 18, 2019 video of the meeting. <https://www.co.elk.pa.us/index.php/meeting-minutes>
- The commissioners thanked John for coming to give the update. They stated the update is very impressive and expressed their sincere appreciation. Dan Freeburg, chairperson, suggested maybe John come every 6 months to give an update.

**NEW BUSINESS**

1. Matt Quesenberry made a motion to approve Millstone Township's Application for County Aid in the amount of \$8,000.00 from the Liquid Fuel Funds. This will be used for 1B Limestone. The motion was seconded by Jan Kemmer and carried unanimously.
2. Matt Quesenberry made a motion to approve 7 headstone allowances for Veterans Affairs Office seconded by Jan Kemmer and carried unanimously.
3. Matt Quesenberry made a motion to approve 8 burial allowances for Veterans Affairs Office seconded by Jan Kemmer and carried unanimously.
4. Jan Kemmer made a motion to approve the Elk County Room Tax Committee's request for the use of hotel tax funds in the amount of \$19,620.00 (\$6,000.00 for printing 70,000 Elk Viewing Guides and \$13,620.00 for a 1 year statewide distribution plan to distribute the Elk Viewing Guide.) This motion was seconded by Matt Quesenberry and carried unanimously.
5. Jan Kemmer made a motion to approve the Tyler Technologies Contract for the new accounting/personnel system seconded by Matt Quesenberry and carried unanimously.
  - a. Lee Neureiter gave a quick summary of the need for this new accounting system. Lee went on to say the current operating system, SGA (Stock, Garber and Associates, Inc.), would be non-existent at the end of 2019. He stated the County was notified in 2018 that the Payroll and Retirement systems would not be supported any longer. Lee stated he talked to many other counties and most of them are using Tyler Technologies. The initial one-time cost is \$115,754.00. Thereafter the annual fee is \$19,814.00, which Lee noted is actually about \$1,300.00 less than our current annual fee for SGA. Lee noted it is not an issue to

have this unexpected expense. Several funds can pay for this system. Lee also mentioned Tyler Technologies would have payroll as well as an employee self-service portal. Retirement tracking will be through another company however, as Tyler does not have a Retirement tracking system as of now. Boetger & Associates would be handling the retirement tracking for the County of Elk. The County will print off a report to provide to Boetger & Associates for Retirement Tracking purposes.

6. Jan Kemmer made a motion to approve CYS FY 18-19 CAPSEA, INC/Incredible Years Contract seconded by Matt Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to approve CYS FY 19-20 CAPSEA, INC/Incredible Years Contract seconded by Matt Quesenberry and carried unanimously.

#### **APPROVAL OF BILLS – June 1, 2019 → June 14, 2019**

<b>GENERAL FUND</b>	<b>\$270,317.70</b>
<b>PAYROLL</b>	<b>\$279,501.86</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>NATIONAL FOREST FUND</b>	<b>\$24,795.83</b>
<b>COE WORK RELEASE</b>	<b>\$81.00</b>
<b>RECYCLING CTR BLDG FUND</b>	<b>\$5,395.97</b>
<b>TRANSPORTATION BLOCK GRANT</b>	<b>\$191,823.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$154,200.00</b>
<b>PHFA (PHARE GRANT)</b>	<b>\$4,783.13</b>
<b>2016 CDBG</b>	<b>\$26,639.15</b>
<b>HAZMAT</b>	<b>\$196.21</b>
<b>E911 WIRELESS</b>	<b>\$12,040.33</b>
<b>NTRP</b>	<b>\$61,019.68</b>

→ Matt Quesenberry made a motion to approve the payment of the bills listed above seconded by Jan Kemmer and carried unanimously.

#### **QUESTIONS FROM THE PRESS**

- Brian Stockman asked about the cyber security for the new accounting system. He wanted to know how that would be handled. Lee Neureiter stated the new system would be behind the County's firewalls.
- Brian Stockman asked about the calendar on the website. He stated he still could not see anything. Lee Neureiter stated he was just on the website earlier and everything was there. Brian was going to try again.

#### **MISCELLANEOUS**

- Jan Kemmer noted the Elk County Commissioners sent a letter to Governor Wolf expressing their frustration with the pending decision regarding lack of funding for the mandatory election equipment upgrades required by all Counties. Jan noted she had a copy of the letter at the meeting with her if Brian Stockman would like to have a copy. Brian requested Jan email it to him. Jan said she would do so.

#### **GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:48am on a motion by Matt Quesenberry seconded by Jan Kemmer and carried unanimously.

ATTEST: \_\_\_\_\_

  
Chief Clerk

**NEXT MEETING**

**TUESDAY, JUNE 18, 2019**

**10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING**

July 2, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissioners met in regular session on Tuesday, July 2, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Tracy Gerber, CDBG Coordinator, Paul McCurdy, Ridgway Borough, Tim Wells, GPI and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of June 18, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Matt Quesenberry made a motion to approve the agenda with the addition of items 7 & 8 seconded by Jan Kemmer and carried unanimously.

**NEW BUSINESS**

1. Jan Kemmer made a motion to reject the unopened bid for the Ridgway Borough curb cut project and to rebid the job. The new bid opening and award will take place on July 16, 2019 at the Commissioners meeting. This motion was seconded by Matt Quesenberry and carried unanimously.

Tracy Gerber explained there was only one bid received and that was from Steger Masonry. Tracy explain DCED likes to have at least 2 bids. She stated she has already talked to Charlie Steger and he has agreed to just leave his bid unopened and have it go through the next round of bids. Tracy explained if they only get the one bid again, then she has the ability to file proper documentation to allow that one bid to be the contractor who is awarded the job.

Matt Quesenberry asked if we do only get that one bid then are we good to go and proceed forward on the 16<sup>th</sup>?

Tracy said yes, we could then open the bid and award the bid that day.

Tracy went on to say as long as the newspaper can run the ad tomorrow, July 3, 2019, then she has exactly the correct amount of time for the bid opening to take place at the July 16<sup>th</sup> commissioners meeting. Brian Stockman spoke up and said he can make sure it is put into the paper tomorrow.

2. Matt Quesenberry made a motion to approve the use of \$4,750.00 in hotel tax funds for a ½ page ad for Elk County in the 2020 Happy Traveler state tourism guide seconded by Jan Kemmer and carried unanimously.
3. Jan Kemmer made a motion to approve the revision of FY 2016 CDBG seconded by Matt Quesenberry and carried unanimously.

Tracy Gerber explained in DCED 2016, there is a remaining balance of \$7,762.24 from the Johnsonburg Water Meter project. She stated all of the meters were purchased. This project is not entirely completed; however, the total amount of funds needed have been spent therefore leaving the above balance. She proposes the \$7,762.24 be moved to the Slum and Blight Remediation for the destruction of a house in Johnsonburg.

Tracy stated there is \$1,851.00 left in the 2017 CDBG and she would like to combine 2016 and 2017 to fund tearing down a house in Johnsonburg located at 323 High Street. Any added costs, Johnsonburg Borough has agreed to fund.



4. Matt Quesenberry made a motion to approve 1 widow burial benefit for Veterans Affairs seconded by Jan Kemmer and carried unanimously.
5. Jan Kemmer made a motion to approve the City of St. Marys application for county aid in the amount of \$8,000.00 from the Liquid Fuel Funds for 1B limestone seconded by Matt Quesenberry and carried unanimously.
6. Matt Quesenberry made a motion to approve 1 Veteran burial allowance seconded by Jan Kemmer and carried unanimously.
7. Jan Kemmer made a motion to approve 1 headstone allowance for Veterans Affairs seconded by Matt Quesenberry and carried unanimously.

**APPROVAL OF BILLS – June 15, 2019 → June 28, 2019**

<b>GENERAL FUND</b>	<b>\$247,555.38</b>
<b>PAYROLL</b>	<b>\$268,734.48</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$895.00</b>
<b>COE DRUG &amp; ALCOHOL</b>	<b>\$139.60</b>
<b>COE WORK RELEASE</b>	<b>\$1,667.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$12,925.00</b>
<b>2016 CDBG</b>	<b>\$10,000.00</b>
<b>2017 CDBG</b>	<b>\$28,184.73</b>
<b>HAZMAT</b>	<b>\$160.04</b>
<b>E911 WIRELESS</b>	<b>\$137,372.37</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$58,806.49</b>
<b>NTRP</b>	<b>\$8,417.03</b>

- Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

**QUESTIONS FROM THE PRESS**

**GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:11am on a motion by Matt Quesenberry seconded by Jan Kemmer and carried unanimously.

ATTEST:   
Chief Clerk

**NEXT MEETING**  
**TUESDAY, JULY 16, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

July 16, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissioners met in regular session on Tuesday, July 16, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Kim Frey, Director of Elections, Paul McCurdy, Ridgway Borough, Tim Wells, GPI and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of July 2, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Matt Quesenberry made a motion to approve the agenda seconded by Jan Kemmer and carried unanimously.

**NEW BUSINESS**

1. Jan Kemmer made a motion to table the award of the Ridgway Borough Curb Cuts Project until the next meeting on August 6, 2019 seconded by Matt Quesenberry and carried unanimously.
  - a. The sole bid received was opened during today's commissioner's meeting. The bid was from Steger Masonry in Ridgway, PA. The total bid came in at \$138,502.50. Due to the nature of this bid and Tracy Gerber, CDBG coordinator not present at this Commissioner's meeting, Paul McCurdy and Tim Wells, representing Ridgway borough, reviewed the bid for a short amount of time while the meeting went on. After reviewing the bid, Paul and Tim requested the award be tabled until the August 6, 2019 Commissioner's meeting. The bid is substantially higher than the allocated amount of money available for the project. The Ridgway Borough would have to pay the difference and that decision was unable to be made at the time of this meeting.
2. Jan Kemmer made a motion to approve the CYS FY 19/20 Community County Service, Inc. contract renewal seconded by Matt Quesenberry and carried unanimously.
3. Jan Kemmer made a motion to approve the CYS FY 19/20 LifeSpan Family Services of PA contract renewal seconded by Matt Quesenberry and carried unanimously.
4. Jan Kemmer made a motion to approve the CYS FY 19/20 Pentz Run Youth Services, Inc. contract renewal seconded by Matt Quesenberry and carried unanimously.
5. Jan Kemmer made a motion to approve the CYS FY 19/20 Pathways Adolescent Center contract renewal seconded by Matt Quesenberry and carried unanimously.
6. Jan Kemmer made a motion to approve 2 Veteran Affairs headstone allowances seconded by Matt Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to approve 1 Veteran Affairs burial allowance seconded by Matt Quesenberry and carried unanimously.
8. Matt Quesenberry made a motion to approve the CWIS Data Sharing Agreement for Children and Youth Services seconded by Jan Kemmer and carried unanimously.
  - a. This is with the Commonwealth and is mandatory for CYS to submit their budget.

**APPROVAL OF BILLS – June 29, 2019 → July 12, 2019**

<b>GENERAL FUND</b>	<b>\$242,230.57</b>
<b>PAYROLL</b>	<b>\$250,908.56</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>LIQUID FUEL ACT 44</b>	<b>\$299.88</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$15,650.00</b>
<b>PHFA (PHARE GRANT)</b>	<b>\$5,499.00</b>
<b>HAZMAT</b>	<b>\$261.53</b>
<b>E911 WIRELESS</b>	<b>\$7,191.00</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$9,070.00</b>
<b>NTRP</b>	<b>\$96,177.43</b>
<b>COUNTY OF ELK CONSTRUCTION FUND</b>	<b>\$271.53</b>

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

**QUESTIONS FROM THE PRESS**

- Brian Stockman asked about the CYS Contract renewals. He wanted to know if the County has to pay for these services. Lee Neureiter responded by saying the contract renewals are to approve the rates agreed upon. CYS only pays those rates if Elk County CYS then utilizes the services.
- Brian Stockman asked about the status of the voting equipment since Kim Frey was present for the Commissioner's meeting. Kim went on to reply by stating The County of Elk entered into a contract with ES & S. We are tentatively waiting for the delivery of the equipment on August 26, 2019.
- Brian Stockman asked about the funding of the new election equipment and how the County plans to pay for the equipment. Lee Neureiter went on to say the County budgeted entirely for the full cost of the election equipment. Included in the budget for the equipment was the \$33,066.20 from the Help America Vote Act. This money is coming from a federal level and is guaranteed. This is why it was included in the original budget for the equipment. At this point, the County has the funds to fully pay for the election equipment. If funding comes through from the state as suggested, that is terrific. If the funding falls through, The County of Elk will be fine and able to pay without any issues unlike other Counties in the Commonwealth.
- Paul McCurdy asked what happens to the old election equipment. Kim went on to say they recycle the equipment and it is destroyed. It has to be certified that the equipment has indeed been destroyed.
- Brian Stockman asked about the hype about ES & S and Windows 7. Lee replied by saying yes, the new equipment runs on Windows 7 which will no longer have support from Windows. The contract the County of Elk has entered into with ES & S has the upgrade to the next operating system, free of charge to the County.

**GOOD OF THE COUNTY**

- ❖ Ridgway Firemen's Parade is on Saturday, July 27, 2019 with a start time of 4:00PM.
- ❖ Elk County Fair is Tuesday, August 6, 2019 through Saturday, August 10, 2019.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:18am on a motion by Matt Quesenberry seconded by Jan Kemmer and carried unanimously.

ATTEST: *Lela Neurater*  
Chief Clerk

**NEXT MEETING  
TUESDAY, AUGUST 6, 2019  
10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING**

**August 6, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Tuesday, August 6, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Tracy Gerber, CDBG Coordinator and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of July 16, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Matt Quesenberry made a motion to approve the agenda seconded by Jan Kemmer and carried unanimously.

**OLD BUSINESS**

1. Jan Kemmer made a motion to award the FY 2018 Ridgway Borough Curb Cut Project to Steger Masonry of Ridgway, PA in the amount of \$138,502.50 seconded by Matt Quesenberry and carried unanimously.

Tracy Gerber explained that the Ridgway Borough has agreed to pay the difference in cost of this project. The allotted money from CDBG is \$73,167.00. Therefore, the Ridgway borough will be responsible for the \$65,335.50 balance.

**NEW BUSINESS**

1. The bids for the FY 2018 Waterline replacement project Wilcox, Jones Township in the area of Burning Well Road/Route 219 were opened and were as follows:

- |                                |                    |
|--------------------------------|--------------------|
| a. BOB CUMMINS CONSTRUCTION    | Bradford, PA       |
| <u>Bid Total \$205,499.00</u>  |                    |
| b. GLEN JOHNSTON INC.          | McKeesport, PA     |
| <u>Bid Total \$179,550.00</u>  |                    |
| c. DAVE ROMAN EXCAVATING       | Reynoldsville, PA  |
| <u>Bid Total \$179,360.00</u>  |                    |
| d. POLLARD LAND SERVICES       | Girard, PA         |
| <u>Bid Total \$178,345.00</u>  |                    |
| e. GUYER BROTHERS              | New Enterprise, PA |
| <u>BID TOTAL: \$257,752.00</u> |                    |

**\*\*Matt Quesenberry made a motion to award the lowest bid to Pollard Land Services with a total bid of \$178,345.00 subject to the engineer's review and approval of the bid. This motion was seconded by Jan Kemmer and carried unanimously.**

2. Matt Quesenberry made a motion to retroactively approve The Ridgway – Elk County Chamber of Commerce’s application for the use of the courthouse lawn for banners for the remainder of 2019 seconded by Jan Kemmer with the NRA banner addition that is currently displayed and carried unanimously.  
 \*Firemen’s Carnival Banner July 22<sup>nd</sup> – July 27<sup>th</sup>  
 \*Tasting in the Wilds – August 3<sup>rd</sup>  
 \*Alumni Weekend – October 4<sup>th</sup> – 6<sup>th</sup>  
 \*Yuletide Memories – November 30<sup>th</sup>
3. Matt Quesenberry made a motion to approve 6 Veteran Affairs headstone allowances seconded by Jan Kemmer and carried unanimously.
4. Jan Kemmer made a motion to approve 8 Veteran Affairs burial allowances seconded by Matt Quesenberry and carried unanimously.
5. Matt Quesenberry made a motion to approve CYS FY 19/20 Dickinson Center, Inc. renewal seconded by Jan Kemmer and carried unanimously.
6. Jan Kemmer made a motion to approve CYS FY 19/20 CAPSEA renewal seconded by Matt Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to approve CYS FY 19/20 McKean County renewal seconded by Matt Quesenberry and carried unanimously.
8. Jan Kemmer made a motion to approve Highland Township’s application for Liquid Fuel funds in the amount of \$8,000.00 for new tires on several pieces of equipment seconded by Matt Quesenberry and carried unanimously.
9. Jan Kemmer made a motion to approve the reauthorization of MATP for 2019/2020 seconded by Matt Quesenberry and carried unanimously.

**APPROVAL OF BILLS – July 13, 2019 → August 2, 2019**

<b>GENERAL FUND</b>	<b>\$184,366.55</b>
<b>PAYROLL (Two Pay Periods Included)</b>	<b>\$528,387.98</b>
<b>LIQUID FUEL ACT 44</b>	<b>\$20.60</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$1,432.24</b>
<b>COE DRUG &amp; ALCOHOL</b>	<b>\$250.68</b>
<b>COE WORK RELEASE</b>	<b>\$5,184.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$19,739.00</b>
<b>CDBG-C</b>	<b>\$36,692.89</b>
<b>2016 CDBG</b>	<b>\$2,980.99</b>
<b>2015 CDBG</b>	<b>\$6,184.86</b>
<b>HAZMAT</b>	<b>\$951.05</b>
<b>E911 WIRELESS</b>	<b>\$10,750.26</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$870.00</b>
<b>NTRP</b>	<b>\$20,025.00</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$1,575.00</b>
<b>DEBT FUND</b>	<b>\$16.49</b>

- Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

### **QUESTIONS FROM THE PRESS**

- Brian Stockman asked the Commissioners what the County is going to do about the overload in the prison. Dan Freeburg responded by saying there was just a prison board meeting right before this commissioner's meeting where the Warden did discuss the overload. There really is nothing that can be done at this time. There was discussion about work release; however, work release has specific requirements and a majority of inmates do not qualify. Dan went on to say hopefully this backlog will slowly start to get "unclogged" if you will. Unfortunately, it is just a matter of time. There are great efforts being made to push these cases through the court, but there is only so much we can do.

### **CORRESPONDENCE**

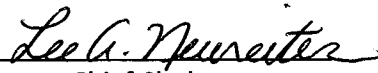
- ❖ Received notification from the Pennsylvania Housing Finance Agency that the Elk County Commissioners were awarded up to \$135,000.00 from the PHARE Fund for the following two projects: \$75,000 - Housing Rehabilitation, Accessibility Modifications and Slum & Blight Remediation as well as \$60,000 - Housing Stability Project.
- ❖ Received notification from the PA Game Commission of their intent to submit an application to the DEP for the South Fork West Creek Bridge in St. Marys.
- ❖ Received notification from Tetra Tech to inform the Commissioners of their intent to submit a National Pollutant Discharge Elimination System (NPDES) Permit application to the Pennsylvania Department of Environmental Protection (DEP) for Ridge Road in Fox Township, Elk County.

### **GOOD OF THE COUNTY**

- ❖ Two of the new ES&S pieces of election equipment have arrived with the remaining 106 tabulator units to be delivered by the end of the month.
- ❖ Sandra Caltagarone was appointed and sworn in as an Elk County Auditor for the remainder of Elizabeth Bagley's term due to Elizabeth's resignation from her position as auditor at the end of June 2019.
- ❖ The 2-1-1 system went live on Thursday, July 25, 2019 in Elk County.
- ❖ Elk County Fair is Tuesday, August 6, 2019 through Saturday, August 10, 2019.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- ❖ Matt Quesenberry added that two individuals recently passed away that played an important role in the Elk County Community: Jim Wolfe, supervisor of Highland Township and Bob Mohr, member of the planning commission of Elk County. Matt commented that both gentlemen were very dedicated and that they will both be missed.

### **ADJOURN MEETING**

The meeting was adjourned at 10:25am on a motion by Jan Kemmer seconded by Matt Quesenberry and carried unanimously.

ATTEST:   
Chief Clerk

**NEXT MEETING**  
**TUESDAY, AUGUST 20, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**August 20, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Tuesday, August 20, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Tracy Gerber, CDBG Coordinator, Michael McAllister, EMA Director, Rob Fallon, District Ranger for ANF, Dave Stubber, Elk County Municipal Waste Enforcement Officer, and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of August 6, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Jan Kemmer made a motion to approve the Agenda with the addition of Horton Township's request for \$8,000.00 in Liquid Fuel Funds to oil their township roads seconded by Matt Quesenberry and carried unanimously.

**PRESENTATION**

✓ Michael McAllister, EMA Director gave a presentation on a new APP called Pulse Point. The PulsePoint RESPOND APP is used to notify you when a cardiac arrest is occurring at a public location within ¼ mile of where you are currently located. The purpose of this is to alert CPR trained individuals that they may be able to help someone in need while first responders are going to the scene. Seconds count in these situations; so being able to begin CPR at the earliest possible time is the goal. You will never be sent to someone's private residence - only public locations. The APP is now Live in Elk, Cameron, McKean, Warren and Forest Counties. Mike went on to say the APP cannot track anyone in any way to know whether they responded to a specific emergency. Dan Freeburg asked if this is a nationwide program. Mike said yes it is and it is beginning to really take off. More and more people are downloading the app and using it.

✓ Rob Fallon, District Ranger for the Allegheny National Forest was present to give an update with everything that has been happening within the Allegheny National Forest. Rob discussed the amount of board fees and that they have decreased. This year township and school district funds can likely be expected to be lower due to the price of Cherry wood being low right now. Rob also discussed Twin Lakes. He stated that 2 years ago they were closing the campground. A very motivated group of citizens completely turned the outcome around and they made it all happen. They have absolutely succeeded. Rob went more in depth about the ANF and the updates he had. To review the presentation in whole, please refer to our website for the commissioner meeting videos.

**ORDINANCE**

- Jan Kemmer made a motion to approve ordinance #2019-02 seconded by Matthew Quesenberry and carried unanimously.  
# 2019 – 02: Department of Human Services Intergovernmental Cooperation Agreement to:
  - (1) – Authorize a single primary contractor agreement with the Department of Human Services of the Commonwealth of PA for the Healthchoices Behavioral Health Program on behalf of The County of Elk and other counties in the North Central Region
  - (2) – Authorize a single primary contractor to enter into an agreement with a behavioral health managed care organization



- (3) – To provide for and authorize proper officers of this County to take all other required, necessary or desirable actions in connection with this ordinance.

### **NEW BUSINESS**

1. Jan Kemmer made a motion to approve holding action, forward the information and revisit the Bid Opening for the Recycling Center parking lot until 9/3/2019 seconded by Matthew Quesenberry and carried unanimously. The bids that came in are as follows:

- |                     |                |             |
|---------------------|----------------|-------------|
| a. Jefferson Paving | Brookville, PA | \$40,984.00 |
| b. St. Marys Paving | St. Marys, PA  | \$59,988.00 |

2. The bids for the 3 County Vehicles sold in the Silent Auction were opened and awarded as follows.

- a. Ford Crown Victoria

- |             |                    |        |
|-------------|--------------------|--------|
| 1. \$563.00 | Raymond Krise      | WINNER |
| 2. \$433.00 | Boot Jack Auto     |        |
| 3. \$178.00 | Justin Greenthaner |        |
| 4. \$125.00 | Steve's Auto Sales |        |

- b. Chevrolet Impala

- |             |                    |        |
|-------------|--------------------|--------|
| 1. \$268.00 | Justin Greenthaner | WINNER |
| 2. \$125.00 | Steve's Auto Sales |        |
| 3. \$39.00  | Boot Jack Auto     |        |

- c. Dodge Dakota Truck

- |               |                    |        |
|---------------|--------------------|--------|
| 1. \$1,365.00 | Steve's Auto Sales | WINNER |
| 2. \$555.00   | Steve Rusciolelli  |        |
| 3. \$109.00   | Book Jack Auto     |        |

\*\* Matthew Quesenberry made a motion to approve the highest bidders as shown above seconded by Jan Kemmer and carried unanimously.

3. Jan Kemmer made a motion to approve the letter to go to the PA Department of State for permission to dispose of the old Elk County election equipment seconded by Matthew Quesenberry and carried unanimously.

4. Matthew Quesenberry made a motion to approve the CDBG FY 2019 Project Recommendation seconded by Jan Kemmer and carried unanimously.

Tracy Gerber, CDBG Coordinator was on hand to speak about this project. Tracy went on to say there was 1 application this year and that was from the Johnsonburg Borough. This is to replace existing storm water drainage. This is on Grove Street in Johnsonburg. The income survey did qualify at 57.15%. They had asked for \$182,070.00. Tracy received the entitlement amount from DCED and it came in at \$179,682.00 (When administration is deducted from the program). The difference is to be paid by Johnsonburg Borough and Tracy reported they did commit to that in the application part of it.

Last Wednesday, the 14<sup>th</sup>, at the planning commission meeting, the engineer and road supervisor came and presented the project to the board. The Elk County Planning Commission Board asked Tracy to bring their recommendation to the Commissioners meeting today in the amount of \$179,682.00 with the balance and all engineering costs to be paid by Johnsonburg Borough.

5. Jan Kemmer made a motion to approve Ridgway Township's Application for County Aid in the amount of \$8,000.00 from the Liquid Fuel Funds seconded by Matthew Quesenberry and carried unanimously.
6. Jan Kemmer made a motion to approve CYS FY 20-21 Salary Increase for Child Advocate to put in CYS budget seconded by Matthew Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to approve CYS FY 18-19 A Second Chance Incorporate (renewal) contract seconded by Matthew Quesenberry and carried unanimously.

**APPROVAL OF BILLS – August 3, 2019 → August 16, 2019**

<b>GENERAL FUND</b>	<b>\$312,824.64</b>
<b>PAYROLL</b>	<b>\$255,714.32</b>
<b>LIQUID FUEL</b>	<b>\$16,000.00</b>
<b>LIQUID FUEL ACT 44</b>	<b>\$32.37</b>
<b>COE DRUG &amp; ALCOHOL</b>	<b>\$85.12</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$50.00</b>
<b>HUMAN SERVICE DEVELOPMENT BLK</b>	<b>\$12,500.00</b>
<b>FEDERAL SOCIAL SERVICE/EMERGENCY SHELTER</b>	<b>\$6,954.00</b>
<b>RESPOSITORY INSPECTION ACCT</b>	<b>\$800.00</b>
<b>CDBG-C</b>	<b>\$610.00</b>
<b>HAZMAT</b>	<b>\$255.47</b>
<b>E911 WIRELESS</b>	<b>\$12,242.41</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$35,201.87</b>
<b>NTRP</b>	<b>\$251,766.95</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$6,654.00</b>
<b>DEBT FUND</b>	<b>\$6.07</b>

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

**QUESTIONS FROM THE PRESS –N/A**

**CORRESPONDENCE**

- ❖ August 01, 2019 – Received notification of notice of intent from Seneca Resources Company, LLC for Consumptive Water Use at D09-K located in Shippen Twp, Cameron County, Jones Twp, Elk County and Sergeant Twp, McKean County, PA.
- ❖ August 07, 2019 - Received notification of submittal of a Plan Approval Application to the PADEP from Domtar Paper Company, LLC. The PAA is being submitted for the proposed Pulp Mill Evaporator project.
- ❖ August 12, 2019 – Received notification from Urban Engineers to inform that National Fuel Gas Supply Corporation will be applying for the following permit coverage from the PADEP:
  - BWEW-GP-11 : Maintenance, Testing, Repair, Rehabilitation or Replacement of Water Obstructions and Encroachments
- ❖ August 19 – Received numerous documents from National Fuel pertaining to National Fuel Gas Supply Corporation's (National Fuel) application with the Federal Energy Regulatory Commission in regards to the Company's proposed FM100 project.

**GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- ❖ Johnsonburg and St. Marys schools start this week. Ridgway begins school next week.

**ADJOURN MEETING**

The meeting was adjourned at 11:15am on a motion by Dan Freeburg seconded by Matt Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_



Chief Clerk

**NEXT MEETING**

**TUESDAY, SEPTEMBER 3, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**September 17, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Tuesday, September 17, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Thomas Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Bekki Titchner, Dave Stubber, Elk County Municipal Waste Enforcement Officer, Tyler Daniels, Chief Assessor, Jeff Buhite, LIFT Board Member and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of August 20, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Matt Quesenberry and carried unanimously.

**PRESENTATION**

- Skip Lichtenstein, District Manager from Eagleview was present to briefly go over the benefit of using their services for Elk County. They have/have had served 50 of the 67 Pennsylvania Counties at one point or another. Tyler Daniels explained they can look at "before" pictures and "after" pictures to get the tax payers on a more fair playing field. (New construction, additions, etc.) With Eagleview they will take exact/accurate measurements as well. Using this technology could equate to more revenue for the County and again, this puts taxpayers on a level playing field. Using Eagleview data will be up-to-date. Not only is this a benefit for the County but for the 911 Tele-communicators as well. The Eagleview data can be integrated into the 911 CAD system at the 911 center. This would give first responders much more information about locations they are responding to. Skip explained there will be a flight in 2020 as well as 2023. This is the two flights over a 6 year span. The cost will be \$316,080.50 for two flights over 6 years.

**NEW BUSINESS**

1. One bid came in for the paving of the Recycling Center parking lot. The bid was from St. Marys Paving Company from St. Marys, PA. The total bid was \$59,988.00. The bid was received September 13, 2019 at 10:00am.
2. Jan Kemmer made a motion to award the Recycling Center parking lot paving bid to St. Marys Paving Company based on the recommendation from Bekki Titcher and Dave Stubber who were given the authorization to make that decision from the Solid Waste Authority Board. This motion was seconded by Matt Quesenberry and carried unanimously.
3. One bid came in for the drop off program for Recycling. The bid was from Advanced Disposal and was received Friday, September 13<sup>th</sup> in the afternoon sometime. Their bid came in at \$26,886.48 for the drop off pick ups. For the glass pickup, they came in at \$2,781.36 for a total bid of \$29,667.84. Bekki explained this is significantly more than their current contract. Currently they pay \$117.00 per glass pick up where this new contract is proposing \$231.78 per pick up. At this time Jan Kemmer made a motion to table the award of this contract until the Solid Waste Authority Board recommends to the commissioners the course of action they would like to take. This motion was seconded by Matt Quesenberry and carried unanimously.

4. Matt Quesenberry made a motion to approve the contract for the Assistant District Attorney, seconded by Dan Freeburg and carried unanimously.
5. Matt Quesenberry made a motion to appoint Robert Auman to serve on the Board of Directors for ADAS, Inc. seconded by Jan Kemmer and carried unanimously.
6. Matt Quesenberry made a motion to appoint Margaret Johnston to serve on the Board of Directors for ADAS, Inc. seconded by Jan Kemmer and carried unanimously.
7. Jan Kemmer made a motion to retroactively approve the UGI Energy Services, LLC Customer Confirmation Agreement to August 23, 2019. This motion was seconded by Matt Quesenberry and carried unanimously.
8. Matt Quesenberry made a motion to approve the Sharkey Piccirillo & Keen proposal (Outside Auditors) for audits in 2019, 2020, 2021, 2022 & 2023. There is a \$1,500 increase per year. This motion was seconded by Jan Kemmer and carried unanimously.
9. Jan Kemmer made a motion to approve the County's use of Keystone Payroll on a payroll to payroll basis to utilize their services. This motion was seconded by Matt Quesenberry and carried unanimously. The cost equates to \$587.62 per payroll.
10. Matt Quesenberry made a motion to approve CYS FY 19/20 Big Brothers/Big Sisters contract renewal seconded by Jan Kemmer and carried unanimously.
11. Matt Quesenberry made a motion to approve CYS 19/20 Children's Aid Society of Clearfield County contract renewal seconded by Jan Kemmer and carried unanimously.
12. Jan Kemmer made a motion to approve the County of Elk's application and agreement for HAVA Grant Funds for the new election equipment. The application is for Federal Funds in the amount of \$32,066.30. Matt Quesenberry seconded this motion and carried unanimously.
13. Jan Kemmer made a motion to approve the contract between the County of Elk and Timothy Frontz, Arborist, for professional services to maintain and manage the health of the shade trees on the Annex and Courthouse properties seconded by Matt Quesenberry and carried unanimously.
14. Matt Quesenberry made a motion to approve the amount of \$316,080.50 for the two flights over 6 years with a contract to be approved at another commissioner's meeting. Jan Kemmer seconded this motion and carried unanimously.
15. Matt Quesenberry made a motion to approve Spring Creek Township's application for County Aid in the amount of \$8,000.00 from the Liquid Fuel Funds seconded by Jan Kemmer and carried unanimously.
16. Jan Kemmer made a motion to approve the letter from the Chamber for Courthouse lawn use to host the Flavors of Fall Festival on September 28, 2019 seconded by Matt Quesenberry and carried unanimously.
17. Jan Kemmer made a motion to appoint the following individuals to the Elk County 2020 Complete Count Committee seconded by Dan Freeburg and carried unanimously. (Sam McDonald, Lou Radkowski, Tim Pearson, Lee Neureiter, Brian Stockman, Tina Gradizzi, Bob Mecca, Bill Orezchowski, Carrie Dempsy, Matt Quesenberry and Rachel Kilhoffer)

18. Matt Quesenberry made a motion to approve the announcement of the following Act 13 Mini Grant Awards seconded by Jan Kemmer and carried unanimously.

Benezette Township Sewage Plant Rebuilds	\$10,000.00
Jones Township Municipal Authority Grinder Pump	\$4,995.00
Highland Township Municipal Authority Repair 3 Manholes Res. Roof Replacement/Water Plant	\$3,500.00
LIFT Signs/Advertising	\$3,000.00
Ridgway Municipal Authority Water/Sewer Line Locator Equipment	\$3,500.00
Johnsonburg Fire Department Rescue Tool	\$9,000.00
Operation Elk County Informational Bags	\$1,000.00
Ridgway Township Generator Purchase	\$5,000.00
Elkland Search and Rescue Generator Purchase	\$5,000.00
Bennett's Valley Senior Center Gas Stove Replacement	\$1,200.00
Toby Creek Watershed Acid Mine Treatment/Pump Chemicals	\$3,000.00
Elk County Historical Society Archival Supplies	\$805.00
<b>TOTAL</b>	<b>\$50,000</b>

**APPROVAL OF BILLS – August 17, 2019 → September 13, 2019**

<b>GENERAL FUND</b>	<b>\$835,363.07</b>
<b>PAYROLL</b>	<b>\$517,117.99</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>COE WORK RELEASE</b>	<b>\$1,279.60</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$225.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$15,000.00</b>
<b>CDBG-C</b>	<b>\$3,802.42</b>
<b>HAZMAT</b>	<b>\$520.12</b>
<b>E911 WIRELESS</b>	<b>\$339,918.22</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$3,816.79</b>
<b>NTRP</b>	<b>\$127,452.09</b>
<b>COE AFFORDABLE HOUSING</b>	<b>\$25,000.00</b>

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

**QUESTIONS FROM THE PRESS –N/A**

**CORRESPONDENCE**

- ❖ Received notification of intent to submit a Water Allocation Permit Application to the DEP from Highland Twp. Municipal Authority. This is a permit renewal.

**GOOD OF THE COUNTY**

- ❖ A bench was donated to the County and placed in front of the Courthouse Annex building in memory of Roger Hasselman.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 11:15am on a motion by Dan Freeburg seconded by Matt Quesenberry and carried unanimously.

ATTEST: *Leela Neuwirth*  
Chief Clerk

**NEXT MEETING**  
**TUESDAY, OCTOBER 1, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**October 1, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Tuesday, October 1, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Thomas Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Bekki Titchner, Elk County Recycling Coordinator, Dave Stubber, Elk County Municipal Waste Enforcement Officer, Peggy Schneider, Elk County Treasurer, Tracy Gerber, CDBG Coordinator, Tia DeShong, ECCOTA, Sara Frank, ECCOTA, Linda White, ECCOTA, Rob Dickinson, PSU, Cheri Micale, PSU, Marsha Dippold, DCI/ESS, Michelle Perl, DCI/ESS, Al Maletto, Johnsonburg Borough and Brian Stockman, Press.

Matt Quesenberry made a motion to approve the Minutes of September 17, 2019 meeting seconded by Jan Kemmer and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Matt Quesenberry and carried unanimously.

**PRESENTATION**

- Robert Dickinson from Penn State Extension was present at the Commissioners meeting today and gave a quarterly update. Cheri Micale was also representing PSU Extension. To view their full presentation, please refer to the County's website.
- Sara Frank, Executive Director, Tia DeShong, Public Art Program Manager and Linda White, Development Coordinator, all of ECCOTA gave a brief overview of the various happenings in Elk County. Currently ECCOTA has 60 members and they have paid \$20,000 to their artists. They stated they also receive about 4,000 visitors annually with likely even more. It is difficult to keep track of visitors at various events outdoors and off sight. Linda White stressed the importance of backing from various supporters including the County. She asked the County to consider this and place some money in the budget for ECCOTA. To view their full presentation, please refer to the County's website.

**RESOLUTIONS**

- Jan Kemmer made a motion to adopt Resolution Number 2019-11: Approval of Community Development Block Grant Application seconded by Matt Quesenberry and carried unanimously.
  - Tracy Gerber was on hand to speak about this Grant application. She explained that it was \$310,176.00 total for the County. \$91,052.00 was for Ridgway Borough's curb cut projects. \$219,124.00 was to fund the storm water replacement project on Grove Street in Johnsonburg and for the administration fees.

**OLD BUSINESS**

1. Matt Quesenberry made a motion to rescind the contract that was approved at the September 17, 2019 meeting for the Elk County District Attorney seconded by Jan Kemmer and carried unanimously. The decision was made to have this position go into the County's salary structure as an employee rather than a contract.



## **NEW BUSINESS**

1. Jan Kemmer made a motion to award Advanced Disposal for the drop off program contract for the Recycling Center based on the Solid Waste Authority Board's recommendation seconded by Matt Quesenberry and carried unanimously. This contract will be effective 02/01/2019 for a 3-year contract.
2. Jan Kemmer made a motion to approve the proclamation for October 2019 as National Disability Employment Awareness Month seconded by Matt Quesenberry and carried unanimously. Marsha Dippold and Michelle Perl of Dickinson Center, Inc. were both present at the meeting. Marsha gave a brief presentation explaining the importance of continued support of this program within the community businesses for these individuals. Marsha also mentioned that on November 6, 2019 at 9:30am there will be a celebration of this proclamation at Dickinson Center, Inc.'s main headquarters.
3. Jan Kemmer made a motion to appoint City of St. Marys Mayor Lou Radkowski for the vacant position on the Elk County Planning Board seconded by Matt Quesenberry and carried unanimously.
4. Matt Quesenberry made a motion to sign and approve the statement of intent to designate BHARP as the agency on behalf of Elk County and the other NC Counties as the primary contractor for the BHARP counties and enter into a contract with a BH-MCO to carry out the daily operations of the program in the BHARP counties. Jan Kemmer seconded this motion and carried unanimously.
5. Jan Kemmer made a motion to approve the FY 19/20 CYS Renewal Contract with A Second Chance Incorporated seconded by Matt Quesenberry and carried unanimously.
6. Jan Kemmer made a motion to approve the renewal agreement with St. Leo's School for permission to use the Courthouse Annex as a potential reunification site for students, staff and faculty in the event they would need to evacuate the building seconded by Matt Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to approve the private attorney contract with John R. Thomas, The Court of Common Pleas and The Elk County Board of Commissioners for Domestic Relations. This motion was seconded by Matt Quesenberry and carried unanimously.
8. Matt Quesenberry made a motion to approve the private attorney contract with Thomas R. Beveridge, The Court of Common Pleas and The Elk County Board of Commissioners for Domestic Relations. This motion was seconded by Jan Kemmer and carried unanimously.

## **APPROVAL OF BILLS – September 14, 2019 → September 27, 2019**

<b>GENERAL FUND</b>	<b>\$90,710.36</b>
<b>PAYROLL</b>	<b>\$249,509.77</b>
<b>E-911 WIRELESS</b>	<b>\$6,580.71</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$40,009.08</b>
<b>NTRP</b>	<b>\$581,796.75</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$980.00</b>

- Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

## **QUESTIONS FROM THE PRESS –N/A**

**CORRESPONDENCE – N/A**

**GOOD OF THE COUNTY**

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:50am on a motion by Matt Quesenberry seconded by Jan Kemmer and carried unanimously.

ATTEST:   
Chief Clerk

**NEXT MEETING  
TUESDAY, OCTOBER 15, 2019  
10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING**

**October 15, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Tuesday, October 15, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Greg Gebauer, Prison Warden and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of October 1, 2019 meeting seconded by Matt Quesenberry and carried unanimously.

Jan Kemmer made a motion to approve the agenda with the removal of item #5 on the list as it does not need to be approved at a Commissioners meeting seconded by Matt Quesenberry and carried unanimously.

**PRESENTATION – N/A**

**RESOLUTIONS – N/A**

**NEW BUSINESS**

1. Matt Quesenberry made a motion to approve nursing contract for the prison with Carrie Overturf at \$21.72 per hour seconded by Jan Kemmer and carried unanimously.
  - a. Warden Gebauer was present and stated one of the regular nurses does not wish to be scheduled regularly anymore; however, she would like to be able to still fill in. Carrie's position would be to fill the other nurse's regularly scheduled hours. To align Carrie's contract with the other nursing staff, her contract will expire at the end of 2020 making this a 14 month contract. Warden Gebauer stated he did this a little differently this time around. The approval usually comes from the prison board then brought to the commissioner's meeting; however, he is seeking the commissioner's approval first then he is taking it to the prison board.
2. Jan Kemmer made a motion to approve the renewal of the Elk County rack cards distribution with PA on Display for 2020 for January through October 2020. In addition, within this approval is for the printing of 2020 events that will cost \$1,800.00 for 60,000 cards. Matt Quesenberry seconded this motion and carried unanimously.
3. Matt Quesenberry made a motion to readopt the County of Elk Personnel Policy Manual with various additions as well as a handful of corrections at the recommendation of the County solicitor seconded by Dan Freeburg and carried unanimously.
4. Matt Quesenberry made a motion to retroactively approve the agreement between U.S. Department of Homeland Security Federal Fiscal Year 2019 State Homeland Security Grant Program Agreement (PEMA) seconded by Jan Kemmer and carried unanimously.

**APPROVAL OF BILLS – September 28, 2019 → October 11, 2019**

<b>GENERAL FUND</b>	<b>\$447,050.09</b>
<b>PAYROLL</b>	<b>\$247,741.09</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$100.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$9,124.98</b>
<b>PHFA(PHARE GRANT)</b>	<b>\$11,750.00</b>
<b>HAZMAT</b>	<b>\$357.25</b>
<b>E-911 WIRELESS</b>	<b>\$10,519.59</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$23,634.56</b>
<b>NTRP</b>	<b>\$217.92</b>

→ Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

**QUESTIONS FROM THE PRESS –N/A**

**CORRESPONDENCE – N/A**

**GOOD OF THE COUNTY**

- ❖ An Open House will be held on October 15, 2019 in the Courthouse Annex Conference Room #2 from 1-3pm and 5-7pm. This will allow voters to see a demonstration of the new voting machines prior to the November elections that will take place on Tuesday, November 5, 2019.
- ❖ Former District Attorney, Shawn T. McMahon, has resigned from the County of Elk as the District Attorney as he has taken the judicial oath to become President Judge of the Court of Common Pleas of the 59<sup>th</sup> Judicial District of PA that took place on Friday, October 11, 2019.
- ❖ Former Assistant District Attorney, Thomas G.G. Coppolo was appointed and has assumed his role as Elk County District Attorney as of October 11, 2019.
- ❖ Newly appointed Elk County District Attorney, Thomas Coppolo, announced the appointment of the Elk County Assistant District Attorney, Beau Grove, effective 10/11/2019.
- ❖ Johnsonburg School District will be hosting a Veteran's Day Program on Friday, November 8, 2019 at their high school.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:21am on a motion by Dan Freeburg seconded by Jan Kemmer and carried unanimously.

ATTEST:

  
Chief Clerk

**NEXT MEETING**  
**MONDAY, NOVEMBER 4, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**November 4, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Monday, November 4, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Commissioners Matthew Quesenberry and Janis Kemmer, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Greg Gebauer, Prison Warden and Brian Stockman, Press.

Matt Quesenberry made a motion to approve the Minutes of October 15, 2019 meeting seconded by Jan Kemmer and carried unanimously.

Jan Kemmer made a motion to approve the agenda seconded by Matt Quesenberry and carried unanimously.

**PRESENTATION – N/A**

**RESOLUTIONS** – Jan Kemmer made a motion to approve 2019-12: Phare/Act 13 of 2012 Impact Fee Act Resolution seconded by Matt Quesenberry and carried unanimously.

**NEW BUSINESS**

1. Matt Quesenberry made a motion to approve the housing contract with Clinton County Corrections that contains a term of contract of 3 years. The contract will begin January 2020. Jan Kemmer seconded Matt's motion and carried unanimously.

**APPROVAL OF BILLS – October 11, 2019 → November 1, 2019**

<b>GENERAL FUND</b>	<b>\$295,758.58</b>
<b>PAYROLL</b>	<b>\$256,549.89</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>ACT 13 MARCELLA LEGACY FUND</b>	<b>\$4,000.00</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$100.00</b>
<b>RECYCLING CTR BLDG FUND</b>	<b>\$310.58</b>
<b>HUMAN SERVICE DEVELOPMENT BLK</b>	<b>\$12,500.00</b>
<b>FEDERAL SOCIAL SERVICE/EMERGENCY SHELTER</b>	<b>\$6,954.00</b>
<b>RESPOSITOR INSPECTION ACCT</b>	<b>\$1,100.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$70,512.62</b>
<b>2018 CDBG</b>	<b>\$73,167.00</b>
<b>CDBG-C</b>	<b>\$3,064.65</b>
<b>PHFA (PHARE GRANT)</b>	<b>\$60,000.00</b>
<b>2016 CDBG</b>	<b>\$10,218.24</b>
<b>HAZMAT</b>	<b>\$1,036.50</b>
<b>E-911 WIRELESS</b>	<b>\$20,685.04</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$46,457.68</b>
<b>NTRP</b>	<b>\$60,634.83</b>

- Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Matt Quesenberry and carried unanimously.

**QUESTIONS FROM THE PRESS** –Brian Stockman asked about the Solid Waste Authority and the rising rates. He stated the municipalities do not have any pay schedule or anything to go off of. Dan Freeburg explained that unfortunately the service provider, Advanced Disposal, raised their rates. The Solid Waste Authority tried to get the rates reduced; however, Advanced Disposal was the only provider that put a bid in both times. There is no other service provider to use.

**CORRESPONDENCE** – N/A

**GOOD OF THE COUNTY**

❖ Veterans Day School Programs:

- |                            |                                    |         |
|----------------------------|------------------------------------|---------|
| ○ Ridgway Area High School | Thursday, November 7 <sup>th</sup> | 11:00am |
| ○ Johnsonburg High School  | Friday, November 8 <sup>th</sup>   | 9:00am  |
| ○ St. Marys High School    | Monday, November 11 <sup>th</sup>  | 1:00pm  |

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:10am on a motion by Matt Quesenberry seconded by Dan Freeburg and carried unanimously.

ATTEST:   
Chief Clerk

**NEXT MEETING**  
**TUESDAY, NOVEMBER 19, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

November 19, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissioners met in regular session on Tuesday, November 19, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Janis Kemmer, Commissioner, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Michael Handley, Borough of Ridgway, Fritz Lecker, Commissioner elect, Joe Daghir, Commissioner elect, Rob Fallon, U.S. Forest Service, LeeAnn Covac, District Court Administrator, Peggy Schneider, Treasurer, Al Maletto, Johnsonburg Borough, Rita Gerber, Elk County Fair, Tracy Gerber, CDBG Coordinator, Ryan Miller, Johnsonburg Borough and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of November 4, 2019 meeting seconded by Dan Freeburg and carried unanimously.

Jan Kemmer made a motion to approve the agenda with the following additions:

#8 – Appointment of William Laird to the St. Marys Airport Authority and #9 – Michael Handley would like to discuss the old Buehler lumber exoneration of taxes. This motion was seconded by Dan Freeburg and carried unanimously.

**PRESENTATION**

- Rob Fallon from the Allegheny National Forest was present for an update. Rob intended to introduce Jamie Davidson as the new Allegheny Forest supervisor; however, she was unable to be present at the meeting. Rob gave various updates on projects going on within the forest. A full version of Rob's presentation is available on the County's website. Follow this link: <https://www.co.elk.pa.us/index.php/meeting-minutes>
- Rita Gerber from the Elk County fair was present and gave a nice update on the Elk County fair. Rita encouraged the commissioners to continue to back the fair and all of its' efforts. A full version of Rita's presentation is available by using the link above.

**NEW BUSINESS**

1. Jan Kemmer made a motion to approve the appointment of Ray McMinn and Andy Sorg to the Conservation District Board of Directors from 1/1/2020 through December 31, 2023. This motion was seconded by Dan Freeburg and carried unanimously.
2. The bid opening for the CDBG 2018 Repair of Sanitary Sewer line replacement in Johnsonburg from the building to the main line was as follows:

a. Fred Burns	Shipperville, PA	Total \$42,250.00
b. Dave Roman Excavating	Reynoldsville, PA	Total \$49,800.00
c. Pollard Landservices	Girard, PA	Total \$25,600.00
d. Greenland Construction	Clearfield, PA	Total \$41,000.00

Tracy Gerber, CDBG Coordinator and Ryan Miller, Engineer for Johnsonburg Borough took time to meet outside of the meeting to go over the bids to ensure proper completion. Once they reconvened with the Commissioners, they recommended the bid be awarded to Pollard Landservices.

3. Jan Kemmer made a motion to approve the 5-year renewal contract with Thomson Reuters for West law online research tool seconded by Dan Freeburg and carried unanimously. This will be \$1,328.25 per month.

4. Jan Kemmer made a motion to approve the 3-year renewal contract with Thomson Reuters for print material that is required by law to be maintained in the County's law library seconded by Dan Freeburg and carried unanimously.
5. Jan Kemmer made a motion to retroactively approve lawn use form from the Ridgway Holiday Display Committee for decorating during the Christmas season seconded by Dan Freeburg and carried unanimously.
6. Jan Kemmer made a motion to approve Elk County Tourism Marketing Grant application to use Hotel Tax funds for \$3,000.00 to help market Mountain Fest 2020. This was seconded by Dan Freeburg and carried unanimously.
7. Jan Kemmer made a motion to approve Benezette Township's application for Liquid Fuel Funds for encumber allocations for a future project seconded by Dan Freeburg and carried unanimously.
8. Jan Kemmer made a motion to appoint William Laird to the St. Marys Airport Authority seconded by Dan Freeburg and carried unanimously. Dan Freeburg stated this was a great time to receive Mr. Laird's interest because George Terbovich was planning to step down from his position on the Authority if there was someone to fill his position. Dan Freeburg went on to say he feels as though Mr. Laird's experience in aviation will make him a great addition to the Airport Authority and Dan thanked both men for their service.
9. Michael Handley was present at today's meeting to discuss the possibility of the current owner of the old Buehler lumberyard to be exonerated of the 2018/2019 taxes owed on the property. To listen to the entire presentation regarding this issue, please visit the County of Elk website link to the meeting. <https://www.co.elk.pa.us/index.php/meeting-minutes>

**APPROVAL OF BILLS – October 11, 2019 → November 1, 2019**

<b>GENERAL FUND</b>	<b>\$295,758.58</b>
<b>PAYROLL</b>	<b>\$256,549.89</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>ACT 13 MARCELLA LEGACY FUND</b>	<b>\$4,000.00</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$100.00</b>
<b>RECYCLING CTR BLDG FUND</b>	<b>\$310.58</b>
<b>HUMAN SERVICE DEVELOPMENT BLK</b>	<b>\$12,500.00</b>
<b>FEDERAL SOCIAL SERVICE/EMERGENCY SHELTER</b>	<b>\$6,954.00</b>
<b>RESPOSITOR INSPECTION ACCT</b>	<b>\$1,100.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$70,512.62</b>
<b>2018 CDBG</b>	<b>\$73,167.00</b>
<b>CDBG-C</b>	<b>\$3,064.65</b>
<b>PHFA (PHARE GRANT)</b>	<b>\$60,000.00</b>
<b>2016 CDBG</b>	<b>\$10,218.24</b>
<b>HAZMAT</b>	<b>\$1,036.50</b>
<b>E-911 WIRELESS</b>	<b>\$20,685.04</b>
<b>ELK COUNTY LAW ENFORCEMENT</b>	<b>\$46,457.68</b>
<b>NTRP</b>	<b>\$60,634.83</b>

- Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Dan Freeburg and carried unanimously.



**QUESTIONS FROM THE PRESS – N/A**

**CORRESPONDENCE**

The Commissioners received a letter from David Wolfe declaring his resignation from the Elk County Housing Board of Directors effective 12/31/2019.

**GOOD OF THE COUNTY**

- ❖ The County received a \$38,002.00 dividend payment from PComp due to their strong financial condition.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:47am on a motion by Jan Kemmer seconded by Dan Freeburg and carried unanimously.

ATTEST:



Chief Clerk

**NEXT MEETING**

**TUESDAY, DECEMBER 17, 2019**

**10:00AM CONFERENCE ROOM NO. 2**

**COURTHOUSE ANNEX BUILDING**

December 3, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissioners met in regular session on Tuesday, December 3, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Janis Kemmer, Commissioner, Matt Quesenberry, Commissioner, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Fritz Lecker, Commissioner elect, Joe Daghir, Commissioner elect, Greg Gebauer, Warden, Brianne Fleming, Press and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of November 19, 2019 meeting seconded by Dan Freeburg. Matt Quesenberry abstained, as he was not present at the last meeting.

Matt Quesenberry made a motion to approve the agenda with the following eliminations: #4 was acted on at the last Commissioner's meeting and can be removed. This motion was seconded by Jan Kemmer and carried unanimously.

**PRESENTATION**

- An impromptu presentation was given by Commissioner Elect, Fritz Lecker to Jan Kemmer and Dan Freeburg. Both Fritz Lecker and Joe Daghir recently attended the County Commissioner Association of Pennsylvania training and while at the training, they were presented with Recognition Certificates to give to Dan Freeburg and Jan Kemmer, both current commissioners. Jan was also presented with a plaque from the CCAP Health Alliance recognizing her service on the board of directors from 2016 - 2019.

**NEW BUSINESS**

- Jan Kemmer made a motion to reappoint Carl Gamarino, Horton Township and James McClain, Highland Township as Planning Board Members for a new four-year term ending December 31, 2023 seconded by Matt Quesenberry and carried unanimously.
- Jan Kemmer made a motion to authorize the bank account signatories as follows; Matt Quesenberry seconded the motion and carried unanimously.  
Matthew Quesenberry, Commissioner  
Mary B. Lecker, Commissioner Elect  
Joseph Daghir, Commissioner Elect
- Matt Quesenberry made a motion to approve Centre County Housing Agreement for the prison seconded by Jan Kemmer and carried unanimously.
- Jan Kemmer made a motion to approve the signing of the County Application for GEMS Program Funds for the Election Equipment seconded by Matt Quesenberry and carried unanimously.
- Jan Kemmer made motion to approve the use of hotel tax funds for printing and ordering another 15,000 Elk County Trail Maps for the 2020 season costing about \$3,000.00 seconded by Matt Quesenberry and carried unanimously.

**APPROVAL OF BILLS – November 15, 2019 → November 29, 2019**

<b>GENERAL FUND</b>	<b>\$249,937.04</b>
<b>PAYROLL</b>	<b>\$235,601.67</b>
<b>LIQUID FUEL</b>	<b>\$16,000.00</b>
<b>ACT 13 HWY/BRIDGE IMPROVEMENT</b>	<b>\$26,850.00</b>
<b>COE DRUG AND ALCOHOL</b>	<b>\$742.00</b>
<b>RECYCLING CTR BLDG FUND</b>	<b>\$240.00</b>

HAZMAT	\$3,113.35
E-911 WIRELESS	\$5,633.48
ELK COUNTY LAW ENFORCEMENT	\$538.88
NTRP	\$49,550.06
DEBT FUND	\$70,524.84

- Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Dan Freeburg and carried unanimously.

**QUESTIONS FROM THE PRESS** – N/A

**CORRESPONDENCE**

**GOOD OF THE COUNTY**

- ❖ Tentatively the County of Elk 2020 budget will be on display in the Commissioner's office by the end of the day today, December 3, 2019.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:12am on a motion by Matt Quesenberry seconded by Jan Kemmer and carried unanimously.

ATTEST:

*Lee A. Neurater*  
Chief Clerk

**NEXT MEETING**  
**TUESDAY, DECEMBER 17, 2019**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**December 17, 2019**

**Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Elk County Commissioners met in regular session on Tuesday, December 17, 2019 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Chairperson Dan Freeburg, Janis Kemmer, Commissioner, Matt Quesenberry, Commissioner, Tom Wagner, Solicitor, Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Fritz Lecker, Commissioner elect, Joe Daghir, Commissioner elect, Megan Carter, Johnsonburg Community Trust and Brian Stockman, Press.

Jan Kemmer made a motion to approve the Minutes of December 3, 2019 meeting seconded by Matt Quesenberry.

Matt Quesenberry made a motion to approve the agenda seconded by Jan Kemmer and carried unanimously.

**ORDINANCE**

- 2019-03 Elk County Hotel Room Rental Tax Ordinance. Jan Kemmer made a motion to approve the advertisement necessary for Ordinance 2019-03 seconded by Matt Quesenberry and carried unanimously. Deputy Chief Clerk Samantha Beaver will advertise the ordinance according to the guidelines given by solicitor Wagner.

**NEW BUSINESS**

1. Matt Quesenberry made a motion to approve CMS Advisors, LLC. to take over the management of the County of Elk's investments for retirement seconded by Jan Kemmer and carried unanimously. This is a merging of C.S. McKee to CSM Advisors, LLC.
2. Jan Kemmer made a motion to approve the extension of the term of office for Patricia Brennen on the Elk County Industrial Development Authority seconded by Matt Quesenberry and carried unanimously.
3. Matt Quesenberry made a motion to approve the Administration Services agreement between the County of Elk (Retirement Board) and Boetger Acquisition Corp. d/b/a Boetger Retirement Plan Services. Jan Kemmer seconded this motion and carried unanimously. Boetger will now take over the retirement tracking for the County of Elk Pension due to the current provider discontinuing services for retirement tracking. This will cost \$700/quarter or \$2,800 per year.
4. Matt Quesenberry made a motion to approve the lawn use request form for the Awakening Alliance Church for Christmas Eve Service on December 24, 2019 seconded by Dan Freeburg and carried unanimously.
5. Matt Quesenberry made a motion to approve the 2020 County Calendar seconded by Jan Kemmer and carried unanimously.
6. Jan Kemmer made a motion to approve the appointment of George A. King (Tony) to the Elk County Housing Authority Board for a 1-year term ending December 31, 2020. This was seconded by Matt Quesenberry and carried unanimously.
7. Jan Kemmer made a motion to re-appoint Heather Serafini for another 5-year term on the Elk County Redevelopment Authority Board with her term ending December 31, 2024.
8. Matt Quesenberry made a motion to approve CYS FY 19-20 Renewal Contract with Summit School, Inc. seconded by Jan Kemmer and carried unanimously.
9. Matt Quesenberry made a motion to approve CYS FY 19-20 Renewal Contract with Community Specialists Corporation seconded by Jan Kemmer and carried unanimously.

10. Matt Quesenberry made a motion to approve CYS 1/1/2020 – 12/31/2020 Renewal Contract with George (Jim) Daghir, Agency Solicitor seconded by Jan Kemmer and carried unanimously.
11. Jan Kemmer made a motion to appoint Mike Handley to fulfill the remainder of David Wolfe's 3 year term on the Housing Authority Board to end on December 31, 2021 seconded by Matt Quesenberry and carried unanimously.

**APPROVAL OF BILLS – November 30, 2019 → December 13, 2019**

<b>GENERAL FUND</b>	<b>\$368,311.11</b>
<b>PAYROLL</b>	<b>\$232,993.76</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>ACT 13 MARCELUS LEGACY FUND</b>	<b>\$1,350.17</b>
<b>TRANSPORTATION BLOCK GRANT</b>	<b>\$198,514.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$36,331.97</b>
<b>2018 CDBG</b>	<b>\$44,756.41</b>
<b>2016 CDBG</b>	<b>\$1,040.01</b>
<b>E-911 WIRELESS</b>	<b>\$131,950.16</b>
<b>NTRP</b>	<b>\$13,341.83</b>

- Jan Kemmer made a motion to approve the payment of the bills listed above seconded by Dan Freeburg and carried unanimously.

**QUESTIONS FROM THE PRESS – N/A**

**QUESTIONS/COMMENTS FROM THE TAXPAYERS**

There was an impromptu update presentation by Megan Carter regarding the Johnsonburg Community Trust and the Brick Block in Johnsonburg. Megan updated the Commissioners of the Johnsonburg Community Trust's wishes to purchase the Brick Block for restoration.

**CORRESPONDENCE**

Received correspondence from Keystone Powdered Metal Company notifying the County of their intent to submit an application to the DEP for the renewal of its National Pollutant Discharge Elimination System for Industrial Waste for its 251 State Street, St. Marys, Elk County Facility.

**GOOD OF THE COUNTY**

- ❖ Approval of the 2020 County Budget will take place on Monday, December 23, 2019 in the Courthouse Annex Conference Room #2. The budget is currently on display in the Commissioner's office.
- ❖ Swearing in of the elected officials will take place at 9:00am on Tuesday, December 31, 2019 in the Courthouse.
- ❖ County offices will be closed on Tuesday, December 24, 2019 and Wednesday, December 25, 2019 for the Christmas holiday.
- ❖ County offices will also be closed on Wednesday, January 1, 2020 for the New Year holiday.
- ❖ Commissioners received the Elk County CDBG Program Performance Review Report from November 27, 2019.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:26am on a motion by Jan Kemmer seconded by Matt Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

**NEXT MEETING**

**TUESDAY, DECEMBER 17, 2019**

**10:00AM CONFERENCE ROOM NO. 2**

**COURTHOUSE ANNEX BUILDING**

December 23, 2019

Office of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania

The Elk County Commissions met in a special session on Monday, December 23, 2018 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Dan Freeburg, Chairperson, Janis E. Kemmer and Matthew Quesenberry. Also present were Lee Neureiter, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Ray and Michelle McMinn, Farm Bureau, Ernie Mattiuz, Farm Bureau, Fritz Lecker, Commissioner Elect, Joseph Daghir, Commissioner Elect and Brian Stockman.

Jan Kemmer made a motion to approve the agenda seconded by Matthew Quesenberry. Motion carried unanimously.

**PRESENTATION**

Ernie Mattiuz as well as Ray and Michelle McMinn were present to give a brief "Thank-You" presentation to Dan Freeburg and Janis Kemmer, retiring County Commissioners. Ernie thanked Dan and Jan for their continued support of the Farm Bureau and presented the two retiring commissioners with a plaque showing the Farm Bureau's appreciation over the years.

**NEW BUSINESS**

1. Jan Kemmer made a motion to approve the 2020 Budget for the County of Elk. Matthew Quesenberry seconded that motion. Motion carried unanimously.

\*Chairperson Dan Freeburg noted there were no comments from the public during the comment period.

\*Jan Kemmer noted there was no tax increase nor a tax anticipation note.

**GOOD OF THE COUNTY**

- ❖ Reorganizational Commissioners Meeting at 10:00am January 7, 2020 in Conference Room #2.
- ❖ Immediately followed by a Regular Commissioners Meeting.
- ❖ Immediately followed by a Salary Board Reorganizational/Regular Meeting.
- ❖ Immediately followed by a Retirement Board Reorganizational/Regular Meeting.
- ❖ 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**

**ADJOURN MEETING**

The meeting was adjourned at 10:11am on a motion by Jan Kemmer seconded by Matthew Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

NEXT MEETING  
**TUESDAY, JANUARY 7, 2020**  
10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING