

ELK COUNTY COMMISSIONERS SPECIAL MEETING – January 4, 2022

ELK COUNTY WEBSITE: www.countyofelkpa.com

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

APPROVAL OF AGENDA

APPROVAL OF MINUTES – December 28, 2021

RESOLUTIONS- N/A

NEW BUSINESS

- 1. County of Elk Worksite Employee Weapons Policy**
- 2. Approval for contract renewal for FY 21/22 Adelphoi Village (Group Home Placement Facility)**
- 3. Approval for contract renewal for FY 21/22 Project Point of Light (Assessment/ Evaluations)**
- 4. Approval for contract renewal for FY 21/22 Harborcreek Youth Services (Residential Treatment Facility)**

APPROVAL OF THE BILLS: December 18, 2021 → December 30, 2021

GENERAL FUND	\$94,139.27
LIQUID FUEL	\$22,000.00
ACT 13 HWY/ BRIDGE IMPROVEMENT	\$15,902.92
COUNTY OF ELK/ DRUG & ALCOHOL	\$655.02
COVID ARP	\$53,992.58
2020 CDBG	\$42,452.00
E-911 WIRELESS FUND	\$6,455.36
NORTHERN TIER REGIONAL TELE PROJ	\$1,485.79
CO OF ELK RECORD IMPROVEMENT	\$2,038.86

CORRESPONDENCE

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

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

QUESTIONS FROM TAXPAYERS

ADJOURN MEETING

Next Meeting
Tuesday, January 18, 2022
10:00A.M. Conference Room No. 2
Courthouse Annex Building

January 4, 2022

**Elk County Salary Board Reorganizational Minutes
Elk County, Ridgway, Pennsylvania**

The Elk County Salary Board met on Tuesday, January 4, 2022 at 10:30 am in Conference Room No. 2 of the Courthouse Annex for a meeting. The meeting was opened with the Pledge of Allegiance. Those present were Salary Board members Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew Quesenberry; Treasurer Peggy Schneider. Also present were Tom Wagner, County Solicitor; Patrick Straub, Chief Clerk; Katie Lenze, Deputy Chief Clerk; Dan Rimer, I.T. Member of the public present via Zoom was Mrs. Crosby.

M. Fritz Lecker made a motion to approve the agenda as presented. This was seconded by Peggy Schneider and carried unanimously.

Peggy Schneider made a motion to approve the October 5, 2021 meeting minutes as presented seconded by Joseph C. Dagher and carried unanimously.

Peggy Schneider made a motion to approve the December 28, 2021 meeting minutes as presented seconded by Joseph C. Dagher and carried unanimously.

FORMALITY

The present Commissioners Joseph C. Dagher, M. Fritz Lecker, Matt Quesenberry and Treasurer Peggy Schneider comprise the members of the Salary Board.

Joseph C. Dagher is the Chairperson of the Salary Board as he is the Chairperson for the County Commissioners.

NEW BUSINESS

1. M. Fritz Lecker made a motion to approve the Non-union County Employee 3% increase for 2022. This was seconded by Joseph C. Dagher and carried unanimously.

2. Matthew Quesenberry made a motion to approve Resolution 2021-17: J.L. Nick Job Evaluation/ Compensation Analysis Salary Schedule for Non-Bargaining Employees revised to Resolution 2021-01. Solicitor Wagner explained that Resolution 2021-17 would be a Commissioners Resolution not a Salary Board Resolution and the Salary Board Resolution discussed here in will be revised to Resolution 2021-01. This motion was seconded by Peggy Schneider and carried unanimously.

GENERAL INFORMATION

- o **Elected officials will receive a 2% increase for 2022 as per resolution 2018-11.**
- o **Employees under the collective bargaining agreements will receive increases in 2022 as follows:**
 - o **Prison CBA** **3%**
 - o **Commissioners Residual CBA** **3%**
 - o **Court Related CBA** **3%**

Questions from the Press –

Marilyn Secco asked if this was the first year to implement the J.L. Nick Job Evaluation/ Compensation Analysis Salary Schedule for Non-Bargaining Employees.

Matthew Quesenberry responded that this will be a new wage and compensation system that Elk County will utilize beginning 2022. It was developed last year and began in 2020. The J.L. Nick Salary Schedule was officially approved December 28, 2021.

M. Fritz Lecker explained that the J.L. Nick Salary Schedule will replace the outdated NJ Hess Associates system which was used by the County of Elk for over 20 years.

Matthew Quesenberry stated the J.L.Nick Salary Schedule is a market rate salary system which analyzes other counties similar to Elk. The market rate geographic range was 12 counties within 75 miles of the County of Elk. These counties were Class 4 to Class 8. Current employees of the County of Elk were mapped based on job title and average salary of neighboring counties.

Questions from the Taxpayers –N/A

Adjourn Meeting – Joseph C. Dagher made a motion to adjourn the meeting at 10:46 am, seconded by Peggy Schneider and carried unanimously.

ATTEST:



Chief Clerk

**NEXT MEETING
FEBUARY 1, 2022
FOLLOWING THE COMMISSIONERS MEETING IN CONFERENCE ROOM NO. 2
COURTHOUSE ANNEX BUILDING**

January 4, 2022

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Elk County, Ridgway, Pennsylvania**

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Chief Clerk

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FEBUARY 1, 2022
FOLLOWING THE COMMISSIONERS MEETING IN CONFERENCE ROOM NO. 2
COURTHOUSE ANNEX BUILDING**



JUDICIAL CHAMBERS
COURT OF COMMON PLEAS
FIFTY-NINTH JUDICIAL DISTRICT OF PENNSYLVANIA
ELK COUNTY CAMERON COUNTY

SHAWN T. McMAHON
President Judge

RICHARD A. MASSON
Senior Judge

Elk County Courthouse
PO Box 416
Ridgway, PA 15853
TEL: (814) 776-6144
FAX: (814) 772-7780

January 10, 2022

Joseph Dagher, Commissioner, Chair
M. Fritz Lecker, Commissioner
Matthew Quesenberry, Sr., Commissioner
Peggy Schneider, Treasurer
Elk County Board Salary Board
Elk County Courthouse Annex
300 Center Street
P.O. Box 448
Ridgway, PA 15853

Re: December 28, 2021 Elk County Salary Board Meeting Minutes

Dear Commissioner Dagher, Commissioner Lecker, Commissioner Quesenberry and Treasurer Schneider:

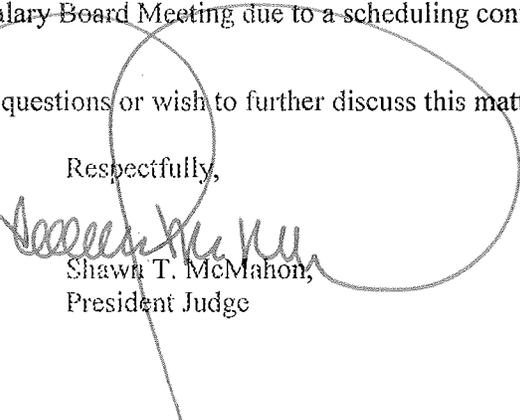
Please allow this letter to acknowledge my review of the December 28, 2021 Elk County Salary Board Meeting Minutes wherein the minutes reference my being "absent" from the meeting held.

Please be advised that I was absent from the December 28, 2021 Elk County Salary Board Meeting due to being unavailable on December 28, 2021 because of previously scheduled court proceedings which I was required to preside over at the time of the scheduled Elk County Salary Board Meeting on December 28, 2021. Unfortunately, due to only receiving notice of the December 28, 2021 Elk Salary Board Meeting on December 23, 2021, I was unable to reconcile the conflict with the Court's schedule and the Elk County Salary Board meeting schedule.

The purpose of this letter is to provide further clarification as to why I was "absent" from the December 28, 2021 Elk County Salary Board Meeting for purposes of the historical record of the Elk County Salary Board. I respectfully request that the December 28, 2021 Elk County Salary Board Meeting Minutes be amended to reflect that I was "absent due unavailability" for the December 28, 2021 Elk County Salary Board Meeting or, alternatively, that this letter be made part of the December 28, 2021 Elk County Salary Board Meeting Minutes or Elk County Salary Board record. In this regards, I am transmitting with this letter a copy of email dated December 23, 2021, wherein LeeAnn Covac, District Court Administrator, advised Chairman Dagher that I was unavailable to attend the December 28, 2021 Elk County Salary Board Meeting due to a scheduling conflict as set forth hereinabove and in said email.

Please feel free to contact me should you have any questions or wish to further discuss this matter. Thank you for your consideration.

Respectfully,


Shawn T. McMahon,
President Judge



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COURT OF COMMON PLEAS
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P.O. Box 448
Ridgway, PA 15853

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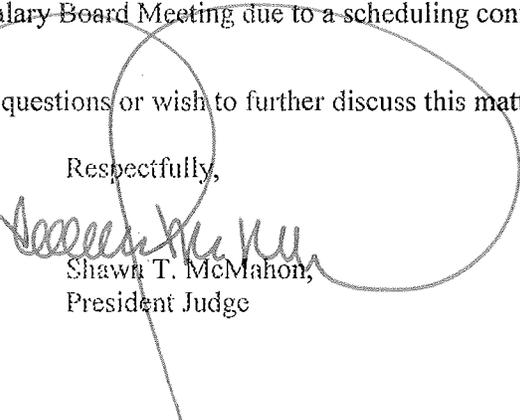
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Please feel free to contact me should you have any questions or wish to further discuss this matter. Thank you for your consideration.

Respectfully,


Shawn T. McMahon,
President Judge

January 18, 2022

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

The Elk County Commissioners met on Tuesday, January 18, 2022 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher and M. Fritz Lecker. Commissioner Matthew Quesenberry was excused. Tom Wagner, Solicitor was present via Zoom. Also physically present were Patrick Straub, Chief Clerk; Katie Lenze, Deputy Chief Clerk; Jim Abbey, I.T Director and Marilyn Secco, Tri County Sunday Newspaper Columnist. Member of the public present via Zoom was Mrs. Crosby.

M. Fritz Lecker made a motion to approve the agenda as presented seconded by Joseph C. Dagher and carried unanimously.

M. Fritz Lecker made a motion to approve the January 4, 2022 minutes as presented seconded by Joseph C. Dagher and carried unanimously.

NEW BUSINESS

1. Joseph C. Dagher made a motion to retroactively approve the HMGP Hazard Mitigation Planning Grant Attachment 1: Designation of Agent Resolution to Tracy Gerber, Elk County Planning Director. This was seconded by M. Fritz Lecker and carried unanimously.
2. Joseph C. Dagher made a motion to retroactively re-appoint Robin Dubler to the Elk County Solid Waste Authority for a five- year term January 1, 2022- December 31, 2026. M. Fritz seconded this motion and carried unanimously.
3. Joseph C. Dagher made a motion to approve the contract renewal 2022 Savin Maintenance and Service Agreement between the Pennsylvania District Attorneys Institute and Elk County. This was seconded by M. Fritz Lecker and carried unanimously.

Joseph C. Dagher explained that Savin (Statewide Automated Victim Information and Notification) is the system to alert victims of crime when inmates are paroled from or escape from jail.

4. Joseph C. Dagher made a motion to approve the Advertisement for Sealed Bids for the County of Elk Prison Addition and Renovation Project in the Ridgway Record:
 - Contract No. 2022-1 General Construction
 - Contract No. 2022-2 Plumbing Construction
 - Contract No. 2022-3 HVAC Construction
 - Contract No. 2022-4 Electrical Construction

M. Fritz Lecker explained the County of Elk is undertaking a prison renovation project by utilizing COVID-19 ARPA (America Rescue Plan Act) funds. This is the initial step for advertisement of bids. The Elk County Board of Commissioners have been in collaboration with EADS Architects, Inc. since August 2021.

M. Fritz seconded this motion and carried unanimously.

5. Joseph C. Dagher made a motion to approve the 2022 Prison housing contract renewal with Erie County Department of Corrections for \$85 per day. This was seconded by M. Fritz Lecker and carried unanimously.

6. Joseph C. Dagher made a motion to approve the 2022 Prison housing contract renewal with Indiana County Jail for \$65 per day. This was seconded by M. Fritz Lecker and carried unanimously.
7. M. Fritz Lecker made a motion to table the approval of renewal contract FY 21/22 George N. Dagher, Agency Solicitor for CYS. Joseph C. Dagher to abstain due to a conflict of interest. This was seconded by Joseph C. Dagher and carried unanimously.
8. Joseph C. Dagher made a motion to approve the renewal contract FY 21/22 Community County Services for CYS seconded by M. Fritz Lecker and carried unanimously.
9. M. Fritz Lecker made a motion to approve the 2022 Ridgway Chainsaw Carving Rendezvous grant application for Hotel Room Tax funds in the amount of \$3,500.00 based on the recommendations from the Elk County Room Tax Committee. This was seconded by Joseph C. Dagher and carried unanimously.

APPROVAL OF THE BILLS: December 31, 2021 → January 14, 2022

GENERAL FUND	\$376,758.71
ACT 13 MARCELLUS LEGACY FUND	\$850.00
COUNTY OF ELK/ DUI- CORRECTIONS	\$7,575.00
COUNTY OF ELK/ DRUG & ALCOHOL	\$1,892.90
HUMAN SERVICE DEVELOPMENT BLK	\$980,086.27
COVID ARP	\$83,132.54
FEDERAL SOCIAL SERVICE/ EMERGENCY SHELTER	\$6,954.00
GAS WELL IMPACT FEE	\$2,241.00
CDBG-C	\$14,131.89
HAZARDOUS MATERIAL RESPONSE	\$200.05
E-911 WIRELESS FUND	\$45,545.05
LAW ENFORCEMENT DISPATCH	\$16,800.00
NORTHERN TIER REGIONAL TELE PROJ	\$4,089.47

→ M. Fritz Lecker made a motion to approve the payment of the bills listed above seconded by Joseph C. Dagher and carried unanimously.

CORRESPONDENCE

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

- Application by the Ridgway Borough of Ridgway, PA for funding under the ARLE (Automated Red- Light Enforcement Grant Program for proposal to improve the traffic signal at the intersection of Main Street (SR 219/948), N. Board Street (SR 219), and S. Broad Street. The Board of Commissioners full support of the Borough of Ridgway's proposal for ARLE grant.
- Pin Oak Energy Partners is applying for a Department of Environmental Protection Air Quality General Plan Approval and General Operating Permit to install natural gas fired generator at its Central Facility Station located in Ridgway Township, Elk County, PA.

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.

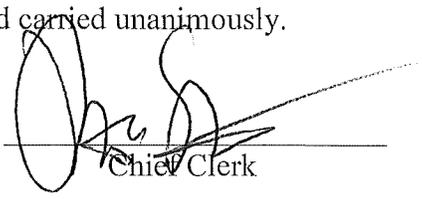
QUESTIONS FROM THE PRESS- N/A

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:10 am on a motion by M. Fritz Lecker seconded by Joseph C. Dagher and carried unanimously.

ATTEST:



Chief Clerk

**Next Meeting: Tuesday, February 1, 2022
10:00 A.M. Conference Room No. 2
Courthouse Annex Building**

February 1, 2022

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

The Elk County Commissioners met on Tuesday, February 1, 2022 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher and M. Fritz Lecker and Matthew G. Queensberry. Also physically present were Patrick E. Straub, Chief Clerk; Katie Lenze, Deputy Chief Clerk; Becki Taylor, CDBG Coordinator; Dan Rimer, I.T. and Marilyn Secco, Press. Thomas Wagner, Solicitor; Michael McAllister, Director of Emergency Services and Mrs. Crosby; member of the public attended via Zoom.

M. Fritz Lecker made a motion to approve the agenda as presented seconded by Mathew Quesenberry and carried unanimously.

M. Fritz Lecker made a motion to approve the January 18, 2022 minutes as presented seconded by Joseph C. Dagher and carried unanimously. Matthew Quesenberry abstained due to being excused from the January 18, 2022 meeting.

RESOLUTIONS

- 2022-01: County of Elk and On Behalf of (obo) Ridgway Borough Fair Housing Resolution.

Becki Taylor, CDBG Coordinator, was present and explained that the County of Elk and the Ridgway Borough have a policy in place to ensure unlawful discrimination regardless of age, sex, race, color, religion, family situation and level of mobility for the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services. Each year, one fair housing activity is done to provide community outreach.

Matthew Quesenberry made a motion to adopt resolution 2022-01 seconded by M. Fritz Lecker and carried unanimously.

- 2022-02: Proclamation of Development Disabilities Awareness Month March 2022
M. Fritz made a motion to adopt resolution 2022-02 seconded by Matthew Quesenberry and carried unanimously.

OLD BUSINESS

1. M. Fritz Lecker made a motion to approve the contract renewal FY 21/22 George N. Dagher, Agency Solicitor of CYS. This was seconded by Matthew Quesenberry and carried unanimously. Joseph C. Dagher to abstain due to a conflict of interest.

NEW BUSINESS

1. Matthew Quesenberry made a motion to appoint Raymond J. Krise, Jr. to the Elk County Housing Authority for a five-year term retroactive from January 1, 2022- December 31, 2026. This was seconded by Joseph C. Dagher and carried unanimously.
2. M. Fritz Lecker made a motion to appoint Rachel Wolfel to the Elk County Solid Waste Authority for a five-year term retroactive from January 1, 2022- December 31, 2026. This was seconded by Matthew Quesenberry and carried unanimously.

On behalf of the Board of Elk County Commissioners, Matthew Quesenberry would like to acknowledge the resignation of Mike Keller and thank him for his many years of service.

3. Patrick Straub, Chief Clerk, explained offices in the Elk County Courthouse Annex require new paint. Bid proposals were accepted with the stipulation that the County of Elk would supply the paint and roller covers. One (1) contractor was disqualified due to lack of liability insurance. Two (2) contractors submitted bids:
 - A-One Painting: \$2,680.00
 - Penn Painting: \$14,033.50

A-One Painting was selected with a bid of \$2,680.00.

M. Fritz Lecker made a motion to approve the bid of \$2,680.00 from A-One Painting for office painting in the Elk County Courthouse Annex seconded by Joseph C. Dagher and carried unanimously.

4. Joseph C. Dagher made a motion to approve the contract renewal FY 21/22 Community Specialists Corporation (residential placement for females) for CYS. This was seconded by Matthew Quesenberry and carried unanimously.
5. Michael McAllister, Director of Emergency Services, explained the NextGen 9-1-1 system the state will be funding is the ESInet. All 9-1-1 traffic will come across the new fiber network.

M. Fritz Lecker made a motion to approve the Commonwealth of Pennsylvania and Pennsylvania Emergency Management Agency (PEMA) 9-1-1 Statewide Interconnectivity Funding Grant Agreement in the amount of \$2,219,504.27. This was seconded by Matthew Quesenberry and carried unanimously.

APPROVAL OF THE BILLS: January 15, 2022 → January 28, 2022

GENERAL FUND	\$120,250.23
CO OF ELK WORK RELEASE	\$166.16
COVID ARP	\$96,941.72
HAZARDOUS MATERIAL RESPONSE	\$260.92
E-911 WIRELESS FUND	\$33,166.81
LAW ENFORCEMENT DISPATCH	\$542.87
NORTHERN TIER REGIONAL TELE PROJ	\$31,946.19
CO OF ELK RECORD IMPROVEMENT	\$3,765.65

→ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by Matthew Quesenberry and carried unanimously.

CORRESPONDENCE

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

- The U.S. Forest Service is initiating an environmental analysis for the Jug Handle project on the Marienville Ranger District of the Allegheny National Forest. The United States Department of Agriculture is interested in hearing concerns, issues or suggestions regarding this project.

- Jay Township Water Authority and required ACTS 14, 67, 68, and 127 notification, intention to file an application with the Pennsylvania Department of Environmental Protection (PADEP) Application No. PA0263877.
- PennDOT Elk County Maintenance forces are in the process for applying for permits to replace deteriorated pipes at the Elk County- City of St. Marys S.R. 1001 Segment 0170/ Offset 1708; S.R. 1001 Segment 0180/ Offset 1619; Culvert Replacements over UNT to Elk Creek; PA DEP General Permit Registration; GP-7 Replacement of Water Obstructions Permit Application.

GOOD OF THE COUNTY

- The Elk County Commissioners are pleased to announce the opening of our Spring 2022 Act 13 Mini Grant Program. Applications will be received from Feb 1 thru the 28th, and awards will be announced in March 2022.

Started in 2013, this twice-yearly grant program has awarded about \$900,000 to countywide non-profits and municipalities, including social/mental health service providers, all ambulance, police, fire departments, and search and rescue groups, scouts, youth sports groups, outdoor sporting groups, veterans, cemetery associations, recreational groups, our local airport as well as many other Elk County groups. Elk County is on track to reach the \$1Million distribution mark with our two grant rounds this year. This funding comes from Act 13 Impact Fees disbursed by the Pennsylvania Public Utility Commission to mitigate the impacts of unconventional gas well drilling and may be used for a variety of projects.

Specific information and instructions, along with the application form are available both inside the Commissioner's office, and on the Elk County website.

Matthew Quesenberry thanks previous Board of Commissioners that initiated the Act 13 Mini Grant Program.

- County of Elk Continuity of Operations Plan (COOP) 2022 Update

Joseph C. Dagher explained the Elk County government offices are located in Elk County, and are comprise of five building: The County Courthouse, the County Jail, the Courthouse Annex, Elk County Emergency Management Center and the Elk County Conservation and Recycling Center. These buildings house 19 departments all tasked with performing differing functions of county government.

A COOP is a plan that ensures that county government departments are able to continue operations of their essential functions under a range of circumstances. A COOP Plan ensures that county government departments are able to continue essential operations off-site in the event one (1) or all the county buildings would need to close. These circumstances could include all-hazard emergencies that may be natural or man-made and would limit the government's ability to carry on normal operations for a period of time.

The County of Elk has three (3) off-site buildings in the event the employees would need to relocate. One (1) building located at the City of St. Marys. Two (2) buildings located at St. Boniface in Kersey.

A special thank you to Joe Fleming, St. Marys City Manager and Father Ross, St. Boniface Church for the use of buildings in the event of an emergency. Joseph C. Dagher thanked Jodi Foster, Tracy Gerber, Jim Abbey, The Board of Commissioners, Sheriff Caltagarene, Lee Neureiter, Michael McAllister, Mark Greenthaner and all County of Elk Department Heads for their input and cooperation during this update process.

M. Fritz Lecker thanked Joe Dagher for spearheading this project. She also thanked former Director of Planning, Jodi Foster.

- 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-

- Marilyn Secco asked Solicitor Wagner if there are any new developments on the Weapons in the Workplace Policy. Wagner explained he provided the Board of Commissioners with recommendations but he is not free to discuss outside of the Board of Commissioners. Chief Clerk, Patrick E. Straub explains that there were no current violations of policies and the Weapons in the Workplace Policy was tabled indefinitely.

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:27 am on a motion by Joseph C. Dagher seconded by M. Fritz Lecker and carried unanimously.

ATTEST: _____



Chief Clerk

**Next Meeting: Tuesday, February 15, 2022
10:00 A.M. Conference Room No. 2
Courthouse Annex Building**

**February 15, 2022
Meeting Minutes**

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

The Elk County Commissioners met on Tuesday, February 15, 2022 at 10:00 am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher and M. Fritz Lecker and Matthew G. Queensberry. Also physically present were Patrick E. Straub, Chief Clerk; Katie Lenze, Deputy Chief Clerk; Jim Abbey, I.T.; Marilyn Secco, Press; Brian Stockman, Press and William Laird, St. Marys Airport Authority. Thomas Wagner, Solicitor; Joe Carrington and Jelly Bean, members of the public attended via Zoom.

Matthew Quesenberry made a motion to adjourn for an executive session at 10:03 AM for a personnel matter. This was seconded by M. Fritz Lecker and carried unanimously.

The executive session concluded at 10:09 AM.

Matthew G. Quesenberry made a motion to approve the agenda as presented seconded by M. Fritz Lecker and carried unanimously.

M. Fritz Lecker made a motion to approve the February 1, 2022 minutes as presented seconded by Joseph C. Dagher and carried unanimously.

PRESENTATION

William Laird, St. Marys Airport Authority Chairman was present to give an update on the Airport Authority. William thanked the Elk County Board of Commissioners for their assistance with the new QTPod Fuel System. Upcoming approved projects for the St. Marys Airport include: replacement of the old 440 lights, LED lighting for the windsock and a smaller beacon light installation. These projects will be completed in Spring 2022. A front end snow blowing tractor was approved for purchase to assist with preservation the new lights. The Elk County Board of Commissioners Act 13 Mini Grant funds were utilized for the new doors at the Stackpole hanger (block hanger). Other improvements at the Stackpole hanger were heat, water, new paint and a master key system.

Fundraising Events for the St. Marys Airport Authority

Drag Races:

Sunday, June 19, 2022	Sunday, July 24, 2022	Sunday, September 11, 2022
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Airport Awareness Day: Saturday, August 27, 2022

RESOLUTION

- **2022-03: PA RACE HORSE AND GAMING ACT (ACT 2004-71) PENNSYLVANIA LOCAL SHARE ACCOUNT**

Matthew G. Quesenberry stated the PA Horse Development and Gaming Act provides for the distribution of gaming revenues through the Commonwealth Financing Authority to support projects in the public interest within the Commonwealth of Pennsylvania. The County of Elk is applying for funding for the replacement of the Elk County Courthouse roof in the amount of \$250,000.00.

The Elk County Board of Commissioners and Tracy Gerber, Planning Director are working in collaboration with Ryan Miller, ARS engineering from Johnsonburg, Pennsylvania. The identification was made that the replacement synthetic shingles replaced 20 years ago are failing. Original slate shingles will replace the synthetic shingles.

M. Fritz Lecker made a motion to adopt resolution 2022-03 seconded by Matthew G. Quesenberry and carried unanimously.

NEW BUSINESS

1. Six (6) sealed bids were opened by Chief Clerk Patrick E. Straub for the 2011 Chevrolet Caprice- Police Patrol Vehicle.

Name:	Location:	Bid Amount:
1. Emergency Remarketing-Brett Patti	Willoughby, OH	\$1,689.18
2. Ringwood Motors	Ringwood, IL	\$1,350.00
3. Anthony Pistner	St. Marys, PA	\$2,001.00
➔ 4. Alexander Plant- winning bid	Canfield, OH	\$3,268.50
5. Steve's Auto Sales	Ridgway, PA	\$1,275.00
6. Emergency Remarketing- Brett Patti (adjusted bid)	Willoughby, OH	\$2,269.18

Joseph C. Dagher made a motion to approve the bid from Alexander Plant of \$3,268.50 for the 2011 Chevrolet Caprice- Police Patrol Vehicle. This motion was seconded by M. Fritz Lecker and carried unanimously.

2. Joseph C. Dagher made a motion to approve the 2022 Prison housing renewal contract with The County of Cameron Prison for \$60 per day. This was seconded by Matthew G. Quesenberry and carried unanimously.
3. Joseph C. Dagher made a motion to approve the 2022 Prison housing new contract with the Mifflin County Corrections Facility for \$72 per day. This was seconded by M. Fritz Lecker and carried unanimously.
4. M. Fritz Lecker made a motion to approve the Elk County Prison Nursing Agreement and Addendum for Dontrusa Ginther at the rate of \$23.62 per hour effective February 8, 2022. This was seconded by Joseph C. Dagher and carried unanimously.

APPROVAL OF THE BILLS: January 28, 2022 → February 11, 2022

GENERAL FUND	\$187,261.72
ACT 13 HWY/ BRIDGE IMPROVEMENT	\$60,795.00
ACT 13 MARCELLUS LEGACY FUND	\$12,400.00
HUMAN DEVELOPMENT BLK	\$94,733.00
COVID ARP	\$44,092.62
HAZARDOUS MATERIAL RESPONSE	\$490.94
E-911 WIRELESS FUND	\$16,103.30
NORTHERN TIER REGIONAL TELE PROJ	\$13,123.91

- ➔ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE

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

- ACT 14,67, 68, 128 notification for Johnsonburg Borough, Jones and Ridgway Township, Elk County, PA for application to the Department of Environmental Protection (DEP) for the Johnsonburg Water Main Extension. The Johnsonburg Municipal Authority is proposing to install a linear water line from its current terminus, north, along Route 219, to Long Level Road where it will tie into an existing water main creating a loop. This proposed extension will bring Authority approximately 50 new residences and the Johnsonburg Elementary School as new customers and provide a second point of connection across the Clarion River.

GOOD OF THE COUNTY

- Applications for the 2022 Act 13 Mini Grant Program will be received from Feb 1 thru the 28th, and awards will be announced in March 2022.

Specific information and instructions, along with the application form are available both inside the Commissioner's office, and on the Elk County website.

- M. Fritz Lecker recognized National School Resource Officer Appreciation Day
- 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-

Marilyn Secco asked if the County of Elk has any funding available for the Johnsonburg Municipal Authority current water system. Johnsonburg residents are experiencing low quality water, and the fact that there have been several times recently when they had no water at all, problems with pressure, boil water notices and dirty water.

M. Fritz Lecker stated the County of Elk does not have any mainstream funding resources for this project. PennVest and USDA Rural Development provide funding with municipalities.

Brian Stockman asked if the Johnsonburg Municipal Authority reached out to ask to attend a meeting or ask for your expertise.

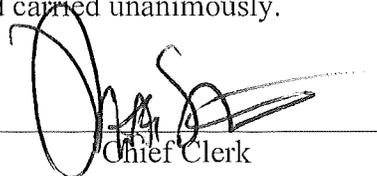
Joseph C. Dagher explains he has been in contact with Dan Newell, Johnsonburg Municipal Authority Manager.

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:53 am on a motion by M. Fritz Lecker seconded by Joseph C. Dagher and carried unanimously.

ATTEST:



Chief Clerk

**Next Meeting: Tuesday, March 1, 2022
10:00 A.M. Conference Room No. 2
Courthouse Annex Building**

March 1, 2022
Meeting Minutes

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

The Elk County Commissioners met on Tuesday, March 1, 2022 at 10:00 AM in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher and M. Fritz Lecker and Matthew G. Queensberry. Also physically present were Patrick E. Straub, Chief Clerk; Katie Lenze, Deputy Chief Clerk; Becki Taylor, CDBG Coordinator; Tracy Gerber, Planning Director; Jim Abbey, I.T.; Peter Folen, EADS Architects; Brandy Hanes, Keystone Elk Country Alliance; Jim Chorney, North Central Pennsylvania Regional Planning and Development; Sherry Dumire, North Central Pennsylvania Regional Planning and Development; Marilyn Secco, Press and Brian Stockman, Press. Thomas Wagner, Solicitor; Michael McAllister, Director of Emergency Services and Joe Carrington, member of the public were present via Zoom.

Joseph C. Dagher made a proposed amendment to be made to the agenda as follows:

NEW BUSINESS

New Business #1 will be #9 and New Business #9 will be #1.

Matthew G. Quesenberry made a motion to approve the agenda with the change above seconded by Joseph C. Dagher and carried unanimously.

M. Fritz Lecker made a motion to approve the February 15, 2022 minutes as presented seconded by Matthew G. Quesenberry and carried unanimously.

RESOLUTION

- **2022-04: Approval of Modification to Community Development Block Grant FY 2020 Application**

Becki Taylor, CDBG Coordinator explained the FY 2020 Johnsonburg Sewer Project Application is being modified to adjust the service area and beneficiaries for the Johnsonburg Storm Sewer Project. The original scope of work included storm sewer improvements along Mary Street but this area has since been upgraded and these upgrades no longer need to be included in the FY 2020 Storm Sewer Project. The project will still involve storm sewer upgrades along Julia Street and the FY 2020 funding amount for this project will remain the same.

M. Fritz Lecker a motion to adopt Resolution 2022-04: Approval of Modification to Community Development Block Grant FY 2020 Application. This was seconded by Matthew G. Quesenberry and carried unanimously.

NEW BUSINESS

1. Michael McAllister, Director of Emergency Services explained that MCM Consulting Group, Inc. will provide professional consulting and project management service for the 10 counties of the Northern Tier Regional 911 System Project for next generation 911, regionalization technology and shared services projects. MCM Consulting Group is state funded.

M. Fritz Lecker made a motion to approve the proposal for Professional Consulting and Project Management Services by MCM Consulting Group, Inc. for the Northern Tier 911 System Project C/O Elk County, Pennsylvania. This was seconded by Matthew G. Quesenberry and carried unanimously.

2. Becki Taylor, CDBG Coordinator explained the Ridgway Borough curb cut project is for the Hill Street area in Ridgway, Pennsylvania. It involves the entitlement from FY 2019 and FY 2020 in the amount of \$150,912.00.

Two (2) sealed bids were opened by Patrick Straub, Chief Clerk.

	Bidders Information	Bid Amount
1.	M & M Contractors, Inc. Johnsonburg, Pennsylvania	\$160,416.10
2.	Stegar Masonry, Inc. Ridgway, Pennsylvania	\$129,650.00

Matthew G. Quesenberry made a motion to approve the recommendation of Stegar Masonry, Inc. for the Ridgway Borough OBO Curb Cut Project FY 2019 and FY 2020 in the amount of \$129,650.00 contingent on review of the Ridgway Borough engineer. This was seconded by Joseph Dagher and carried unanimously.

3. Brandy Hanes, Keystone Elk Country Alliance explained a proposed new name Kimmel Run was submitted to name an unnamed stream in Benezette Township in Elk County. The stream is partly located in Elk State Forest and on land operated and managed by Keystone Elk Country Alliance (KECA). The proposal would commemorate Randy Kimmel (1954-2016), founding treasurer, life member, and active volunteer of KECA.

M. Fritz Lecker made a motion to approve the geographic name proposal recommendation from the Keystone Elk Country Alliance to officially name a stream partly in Elk State Forest to Kimmel Run. This was seconded by Matthew G. Quesenberry and carried unanimously.

4. Matthew G. Quesenberry made a motion to approve the use of the Courthouse Lawn from The Ridgway-Elk County Chamber of Commerce to hang the TROUT-A-THON banner beginning late March through July 1, 2022. This was seconded by M. Fritz Lecker and carried unanimously.
5. Joseph C. Dagher made a motion to approve the use of the Courthouse Lawn from The Ridgway-Elk County Chamber of Commerce to have an Easter Egg Hunt on Saturday, April 16, 2022 from 9:00 AM to 1:00 PM. This was seconded by Matthew G. Quesenberry and carried unanimously.
6. M. Fritz Lecker made a motion to approve the Elk County Tourism Marketing Grant Application for the reprinting and distribution on the Clarion Little- Toby Trail maps in the amount of \$3,440.00 recommended by the Elk County Room Tax Committee. This was seconded by Matthew G. Quesenberry and carried unanimously.
7. Joseph C. Dagher made a motion to approve the renewal contract FY 21/22 Merakey Pennsylvania Foster Care placement facility for CYS. This was seconded by Matthew G. Quesenberry and carried unanimously.

8. Joseph C. Dagher made a motion to approve the renewal contract FY 21/22 Children's Advocacy Center of McKean County for CY5. This was seconded by M. Fritz Lecker and carried unanimously.

9. Peter Folen, EADS Architects explained due to County Code a construction project must be competitively bid on by four (4) separate prime contracts.
 - Contract No. 2022-1 General Construction- Three (3) sealed bids
 - Contract No. 2022-2 Plumbing Construction- Two (2) sealed bids
 - Contract No. 2022-3 HVAC Construction- One (1) sealed bid
 - Contract No. 2022-4 Electrical Construction- Four (4) sealed bids

Sealed bids were opened for the County of Elk Prison Addition and Renovation Project by Patrick Straub, Chief Clerk:

Contract No. 2022-1 General Construction:

	Bidders Information	Base Bid Amount
1.	Fred Burns, Inc. Shippenville, Pennsylvania	\$1,375,000.00
2.	C.B.F. Contracting, Inc. Clarion, Pennsylvania	\$1,494,000.00
3.	J.C. Orr & Sons Inc. Altoona, Pennsylvania	\$1,149,576.00

Contract No. 2022-2 Plumbing Construction:

	Bidders Information	Base Bid Amount
1.	Fred Burns, Inc. Shippenville, Pennsylvania	\$242,800.00
2.	W.C. Eshenaur & Sons, Inc. Harrisburg, Pennsylvania	\$282,000.00

Contract No. 2022-3 HVAC Construction:

	Bidders Information	Base Bid Amount
1.	W.C. Eshenaur & Sons, Inc. Harrisburg, Pennsylvania	\$238,305.00

Contract No. 2022-4 Electrical Construction:

	Bidders Information	Base Bid Amount
1.	Tech Services, Inc. Ridgway, Pennsylvania	\$213,750.00
2.	Elco Electric Ridgway, Pennsylvania	\$250,225.00
3.	K.C. Larson Inc. Williamsport, Pennsylvania	\$173,500.00
4.	Dave Kronenwetter Kersey, Pennsylvania	\$227,000.00

Matthew G. Quesenberry tabled an award decision to March 15, 2022 Board of Commissioners Meeting. This was seconded by Joseph C. Dagher and carried unanimously.

APPROVAL OF THE BILLS: February 12, 2022- February 25, 2022

GENERAL FUND	\$256,897.88
COUNTY OF ELK/ DRUG & ALCOHOL	\$115.39
COVID ARP	\$15,663.02
CBBG-COVID	\$3,350.87
HAZARDOUS MATERIAL RESPONSE	\$136.66
E-911 WIRELESS FUND	\$16,826.34
NORTHERN TIER REGIONAL TELE PROJ	\$21,203.25
CO. ELK RECORD IMPROVEMENT	\$497.35

→ Joseph C. Daghir made a motion to approve the payment of the bills listed above seconded by M. Fritz Lecker and carried unanimously.

CORRESPONDENCE- N/A

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

GOOD OF THE COUNTY

- Proclamation of Pennsylvania 811 Safe Digging Month April 2022
- 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-

- Brian Stockman, Press questioned if it is County practice and precedence to award the lowest bidder and asked how much funding is available for the County of Elk Prison Addition and Renovation Project.

Peter Folen, EADS Architects explained the award would be the lowest responsible bidder. The company would need to show proof of bonding required by County Code, insurance requirements and previous work experience prior to the County of Elk Prison Addition and Renovations project.

M. Fritz Lecker stated the County of Elk Prison Addition and Renovation Project funds total has not been determined.

PRESENTATION- North Central Pennsylvania Regional Planning & Development

Jim Chorney introduced Sherry Dunmire, ARC/EDA Director. She will be coordinating with local communities to provide technical assistance for anyone who is interested in applying for Federal or State grants.

Sherry Dunmire explained the Call for Projects, North Central Pennsylvania Regional Planning and Development Commission assist stakeholders across the six-county region with identifying and securing federal and state resources that strengthen the communities of north central Pennsylvania. When applicants submit 2-page Project Profile, it helps North Central learn about upcoming projects that are important to our region's communities. ARC- funded projects leverage additional public funding for the development of access roads, business expansion, healthcare upgrades, water and sewer upgrades, student development, job creation and retention, and more.

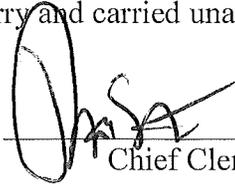
The Project Profile deadline will be March 25, 2022. Call for Projects website:
<http://www.ncentral.com/call-for-projects/>

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:50 am on a motion by M. Fritz Lecker seconded by Matthew G. Quesenberry and carried unanimously.

ATTEST:



Chief Clerk

**Next Meeting: Tuesday, March 15, 2022
10:00 A.M. Conference Room No. 2
Courthouse Annex Building**

**March 15, 2022
Meeting Minutes**

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

The Elk County Commissioners met on Tuesday, March 15, 2022 at 10:00 AM in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Queensberry. Also physically present were Patrick E. Straub, Chief Clerk; Katie Lenze, Deputy Chief Clerk; Dan Rimer, I.T.; and from the Elk County Community Foundation: Paula Fritz Eddy, Executive Director, Tom Jesberger, President, and Robert Ordiway Treasurer; members of the Press: Marilyn Secco and Brian Stockman; and Thomas Wagner, Solicitor. Jelly Bean and Camen DeNominator, members of the public were present via Zoom.

M. Fritz Lecker made a motion to approve the agenda as presented seconded by Matthew G. Quesenberry and carried unanimously.

M. Fritz Lecker made a motion to approve the March 1, 2022 minutes as presented seconded by Joseph C. Dagher and carried unanimously.

PRESENTATION-

• **Elk County Community Foundation/ County of Elk- 2022 Grant Partnership**

M. Fritz Lecker announced that the Elk County Board of Commissioners entered into an exclusive partnership with the Elk County Community Foundation (ECCF). ECCF will act as administrator of \$250,000 from the county's portion of American Rescue Plan Act (ARPA) funding. These funds will be used for grants to Elk County 501©3 non-profit organizations. This partnership will be a win for the County of Elk, the Elk County Community Foundation, and our 501©3 groups. This alliance will serve to strengthen these dedicated groups who work so hard to enhance the daily living experience for so many residents of Elk County. In addition to establishing a short-term donor advised fund of our own, these funds will also be used to act as a match to established county-wide funds.

The Elk County Community Foundation and the County of Elk would like to announce a grant round opening today for Elk County 501©3's with deadline to apply of April 15, 2022. For questions on this grant round, please contact Paula Fritz Eddy at the Community Foundation. The Elk County Board of Commissioners would like to thank Paula Fritz Eddy, Tom Jesberger, Robert Ordiway, Kim Cashmer, Christine Imbrogno and all the members of the Elk County Community Foundation for their willingness to explore this unique alliance.

RESOLUTION- N/A

OLD BUSINESS

1. Matthew G. Quesenberry made a motion to reject bid proposals for the County of Elk Prison Addition and Renovation Project:
 - Contract No. 2022-1 General Construction
 - Contract No. 2022-2 Plumbing Construction
 - Contract No. 2022-3 HVAC Construction
 - Contract No. 2022-4 Electrical Construction

This was seconded by Joseph C. Dagher and carried unanimously.

Matthew G. Quesenberry explained costs were higher than when the project was first planned in August 2021. It is also unlikely that materials for the project can be obtained in a timely fashion with supply chain issues impacting most businesses. Contractors were at a disadvantage by submitting bids without being certain of what the actual costs could be by the time construction would begin. With all preliminary work having been completed, M. Fritz Lecker stated this is now a shovel- ready project in the event that conditions change for the better.

2. M. Fritz Lecker made a motion to retract the approved Elk County Tourism Marking Grant Application for the reprinting and distribution on the Clarion Little- Toby Trail maps in the amount of \$3,440.00 from the March 1, 2022 Commissioners Meeting. No grant request because of clerical error. This was seconded by Joseph C. Dagher and carried unanimously.

NEW BUSINESS

1. M. Fritz Lecker made a motion to approve the application from Messengers Supporting Recovery for use of Courthouse lawn to Honor Drug Overdose Awareness Day with signs and black balloons around the Courthouse and Main Street retroactive to March 5-7, 2022. This was seconded by Joseph C. Dagher and carried unanimously.
2. Joseph C. Dagher made a motion to approve the 23 Veterans Burial Allowances for Veterans Affairs @ \$75/each. This was seconded by Matthew G. Quesenberry and carried unanimously.
3. Joseph C. Dagher made a motion to approve the 13 Widow Burial Allowances for Veterans Affairs @ \$75/each. This was seconded by M. Fritz Lecker and carried unanimously.
4. Joseph C. Dagher made a motion to approve 21 Headstone Allowances for Veterans Affairs @ \$100/each. This was seconded by Matthew G. Quesenberry.
5. **Act 13 Mini Grant Spring 2022 Awards**

The Elk County Commissioners awarded a total of \$54,772.99 in funding to 14 organizations throughout the county for the Spring 2022 distribution from the Act 13 Fund.

Act 13 provides for the imposition of an unconventional gas well fee (also called an impact fee) and distributing those funds to local and state governments. Act 13 also contains provisions regarding how the impact fee may be spent. A significant portion of the funds collected are distributed directly to local governments to cover the regional impacts of drilling. The Elk County Commissioners received requests for over \$198,000 in funding and spent many hours debating which groups would receive the funds. There is a total amount of \$50,000 available for each funding cycle.

- Toby Creek Watershed Association received \$5,000 to replace the main pump for their acid mine treatment location.
- The Community Education Center/ Leadership Elk and Cameron County was awarded \$2,500 to place a wood carving on the Elk County Side of the West Creek Trail.
- Jones Township Municipal Authority was granted \$4,500 to purchase grinder pumps for their wastewater/ sewage system.
- Ridgway Free Public Library was given \$5,000 for safety updates, including ramp upgrades and signs and lights at the Emergency Exit doors.

- Ridgway Township Municipal Authority received \$4,500 for water tank maintenance/repair/painting at three locations.
 - Elk County Fair was granted \$5,000 for the paving project of the midway area walkways.
 - St. Marys Airport was given \$2,500 to help with a drainage issue at one of their hangars.
 - Ridgway Police Department received \$2,500 towards the purchase of new officer uniforms
 - Shamrock Football was awarded \$4,912.99 towards the purchase of a shed to store their equipment.
 - Johnsonburg Municipal Authority was given \$3,360 to replace the fire hydrant in front of the Johnsonburg Community Center.
 - Friends of Twin Lakes received \$2,500 to be used for boathouse roof repair.
 - Ridgway Rifle Club was awarded \$2,500 to go towards the paving of three accessible parking spaces and a sidewalk at their club.
 - Johnsonburg Borough was granted \$5,000 for Hemlock Street storm sewer repair.
- The total amount for the regular Act 13 awards came to \$49,772.99

A separate account in Act 13 funding for the awarding of money to Greenway projects, the Tri-County Rails to Trails was granted \$5,000 from this fund to resurface 5 miles of track this coming summer, lending a grand total of \$54,772.99.

APPROVAL OF THE BILLS: February 26, 2022- March 11, 2022

GENERAL FUND	\$245,124.05
ARP	\$254,654.30
PHFA (Phare Grant)	\$6,810.00
2014 CDBG	\$24,500.00
HAZARDOUS MATERIAL REPOSE	\$448.91
E911 WIRELESS	\$24,920.53
ELK COUNTY LAW ENFORCEMENT	\$128,352.43
NORTHERN TIER REGIONAL TELE PROJ	\$292,337.40
CO. OF ELK AFFORDABLE HOUSING	\$4,408.95

→ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by M. Fritz Lecker and carried unanimously.

CORRESPONDENCE

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

- **Notice from Seneca Resources, Notice of Intent (NOI-2022-0120) for Consumptive Water Use at Pichler 1H located in Fox and Jay Townships, Elk County, Pennsylvania, for the consumptive use of water of drilling and development of natural gas well(s). The requested average daily consumptive use for drilling and development at the above drilling pag is 4,000,000 gallons per day.**
- **Mersen, USA GS Corp., Civil and Environmental Consultants, Inc. (CEC) will be submitting a Joint Permit Application to the Pennsylvania Department of Environmental Protection (PADEP) for the proposed Mersen USA GS Corp. Green End Expansion project within the City of St. Marys in Elk County, Pennsylvania.**
 - **Mersen USA GS Corp. is proposing to add production building square footage to the southeast corner of the Trout Run Facility, at 1032 Trout Run Road, St.**

Marys, Pennsylvania, in order to house raw material crushing operations. This plan involves expanding the existing B305 building, after demolishing the B184 building, and constructing a 160-foot by 80-foot (12,800 square feet) to 100-foot-high building. There will be a recycled graphite storage bin and an office area on the north side of the new building that will be 110-foot by 20-foot, with multiple 10-foot-wide-storage bins and two office spaces.

GOOD OF THE COUNTY

- Chief Ralph Tettis made his last call into the Ridgway Police Department dispatch on Friday, March 4, 2022 after 48 years serving the people, businesses, and organizations of the Ridgway Borough. A special thank you to Chief Tettis for protecting our community.
- 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-

Marilyn Secco asked the allowances for Veterans Burials, Widow Burials and Headstone.

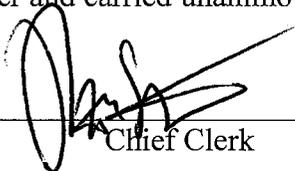
M. Fritz Lecker responded \$75/ per Veteran and Widow Burials. The Headstone allowance is \$100.00.

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:25 am on a motion by Matthew G. Quesenberry seconded by M. Fritz Lecker and carried unanimously.

ATTEST: _____



Chief Clerk

**Next Meeting: Tuesday, April 5, 2022
10:00 A.M. Conference Room No. 2
Courthouse Annex Building**

April 20, 2022

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

The Elk County Commissioners met on Wednesday, April 20, 2022 at 10:00 AM at the Straub Tap Room, St. Marys, PA. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry, Patrick E. Straub, Chief Clerk, Kathy McClelland, Elk County Planning, Kary Schneider, H.R., Kim Frey, Director of Elections, Dan Rimer, I.T., Thomas Wagner, Solicitor, Brenden Baptiste, Intern for Solicitor Wagner, Lyle Garner, Mayor of St. Marys, Chris Smith, Elk Co. Conservation District, Bill Brock, President & CEO of Straub Brewery, Vince Assetta, Brewmaster GM/VP, Jake Mercer, Press and a representative from WTAJ-TV News.

M. Fritz Lecker made a motion to approve the agenda as presented, seconded by Matthew G. Quesenberry and carried unanimously.

M. Fritz Lecker made a motion to approve the April 5, 2022 minutes with one name correction, Brenden Baptiste, seconded by Joseph C. Dagher and carried unanimously.

PRESENTATION

Matthew G. Quesenberry stated that Straub Brewery is iconic when we think of where we come from. He added that businesses are difficult to keep going for 150 years, let alone a family owned business for that long. A lot of hard work and determination for generations has been put into this business.

M. Fritz Lecker congratulated and thanked Straub Brewery for everything they do for the community and that their generosity to the community doesn't go unnoticed.

Joseph C. Dagher gave a brief history of the Straub Brewery and congratulated them on their success and hard work.

At this time, William Brock and Vince Asetta were presented a plaque from the County of Elk and were wished a happy anniversary and best wishes on another 150 years.

NEW BUSINESS

1. Matthew G. Quesenberry made a motion to approve retroactively the application for use of Courthouse Lawn from CAPSEA, Inc. to place balloons on the Courthouse Lawn on April 13, 2022 for Sexual Assault Awareness Month. This was seconded by M. Fritz Lecker and carried unanimously.
2. Matthew G. Quesenberry made a motion to appoint Tracy Gerber, Planning Director, to the Elk County Redevelopment Authority completing the term of a resigned Board member Thru December 31, 2022. This was seconded by M. Fritz Lecker and carried unanimously.
3. Joseph C. Dagher made a motion to approve a contract renewal for Pentz Run Youth Services – Independent Living Grant for Elk County Children & Youth Services, Fiscal Year 20-21 and Fiscal Year 21-22. This was seconded by M. Fritz Lecker carried unanimously.

APPROVAL OF THE BILLS: April 2, 2022- April 15, 2022

GENERAL FUND	\$735,855.61
COUNTY OF ELK DRUG & ALCOHOL	\$770.41
RECYCLING CENTER BLDG. FUND	\$12,000.00
HUMAN SERVICE DEVELOPMENT BLK	\$12,500.00
COVID ARP	\$53,892.21
2018 CDBG	\$18,664.82
FEDERAL SOCIAL SERV./DEVELOPMENT BLK.	\$6,955.00
TRANSPORTATION	\$62,491.00

GAS WELL IMPACT FEE	\$17,000.00
2018 CDBG	\$3,000.48
2020 CDBG	\$7,830.00
2019 CDBG	\$12,864.06
HAZARDOUS MATERIAL REPOSE	\$6,229.91
E-911 WIRELESS	\$19,720.32
NORTHERN TIER REGIONAL TELE PROJ	\$245,179.28
DEBT FUND	\$11.64

➔ Joseph C. Dagher made a motion to approve the payment of the bills listed above. This was seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE –

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

- 1. Notification from DEP for Domtar Johnsonburg Mill’s renewal of NPDES Permit PA0002143 for County Land Use.**
- 2. Notification that Pin Oak Energy Station is filing a renewal for existing GP5 General Permit for the Central Facility Station located in Ridgway Township.**
- 3. The U.S. Forest Service is proposing to use additional treatment methods to suppress spongy moth populations on the Allegheny National Forest. The range of approved treatment methods may include Tebufenozide, Gypchek and a protocol for approving the use of other methods in the future.**

GOOD OF THE COUNTY

- Kim Frey, Elections Director stated that April 21st is the first day that Absentee/Mail-in Ballots will start to be sent. The Drop Box is available Monday-Friday 8:30AM-4:00PM and on Election Day 6AM-8PM. This is the last day and time that absentee/mail-in ballots can be received. Ms. Frey added that May 2nd is the last day to register to vote, change political party or change name. The last day to apply for an absentee or mail-in ballot or register to vote is May 10, this can be done online (vote.pa.gov) or in the Elections Office (814-776-5337). Ms. Frey stated there are just over 20,000 registered voters with 10,829 republican voters and 6908 democrat voters. The Primary Election is Tuesday, May 17, 2022.
- Announcement of ARPA Aid for small businesses who did not exceed 5 full-time employees or the equivalent of, and were affected by Covid and/or the Governor shutdown in 2020. M. Fritz Lecker added that most of these business are small “mom and pop” and unable to apply for federal funds. The application is available on the County of Elk website (www.countyofelkpa.com).
- 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-

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:37 am on a motion by M. Fritz Lecker; seconded by Matthew Quesenberry and carried unanimously.

ATTEST: _____
Chief Clerk

**Next Meeting: Tuesday, May 18, 2022
10:00 A.M. Conference Rom No. 2
Courthouse Annex Building**

**May 3, 2022
Meeting Minutes**

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

The Elk County Commissioners met on Tuesday, May 3, 2022 at 10:00 AM in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher and M. Fritz Lecker. Commissioner Matthew G. Queensberry present via Zoom. Also physically present were Kary Schneider, Deputy Chief Clerk, Dan Rimer, I.T., Brian Stockman, Press; Thomas Wagner, Solicitor, Kathy McClelland, Planning and JoAnn Seltzer, CenClear. May and Margie W., members of the public were present via Zoom. Patrick Straub, Chief Clerk, excused.

M. Fritz Lecker made a motion to modify the agenda as presented to remove the word “Modify” from items #2 and #3 under Resolutions. With those changes, the motion was made by M. Fritz Lecker to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

M. Fritz Lecker made a motion to approve the April 20, 2022 minutes as presented seconded by Joseph C. Dagher and carried unanimously.

PRESENTATION- N/A

RESOLUTION-

1. Joseph C. Dagher made a motion to approve the modification to Resolution 2022-03 PA Race Horse Development and Gaming Act, PA Local Share Account for the Courthouse roof replacement from \$250,000 to \$350,000. This seconded by Matthew G. Quesenberry and carried unanimously. M. Fritz Lecker explained that the cost of the roof replacement has increased due to many issues associated with inflation and material shortages.
2. Joseph C. Dagher made a motion to approve Resolution 2022-06 Mental Health Awareness Month. M. Fritz Lecker seconded the motion and it carried unanimously. JoAnn Seltzer of CenClear stated millions of Americans live with a mental health illness every day, one out of four adults and one out of five children. May is set aside for CenClear to join the national movement to raise awareness about mental health issues within our communities. Ms. Seltzer also stated there is currently a shortage of mental health workers.
3. Matthew G. Queensberry made a motion to approve Resolution 2022-08 requesting Appropriate Funding to Support the Mental Health System in the FY 2022-2023 State Budget. This was seconded by M. Fritz Lecker and carried unanimously. Joseph C. Dagher explained that while there is an increase in the need for mental health services there has been a decrease in the state appropriations for these services.

OLD BUSINESS- N/A

NEW BUSINESS-

1. M. Fritz Lecker made a motion to approve the application for the use of the Courthouse Lawn on September 11, 2022 beginning at noon for Trinity United Methodist Church. This is a community picnic with food, music and kids activities. The motion was seconded by Joseph C. Dagher and carried unanimously.
2. Joseph C. Dagher made a motion to approve an application for Liquid Fuels Tax Funds for the Borough of Ridgway for 2020 paving project in the amount of \$6,000. The motion was

seconded by Matthew G. Quesenberry and unanimously carried. M. Fritz Lecker explained that this was a request for another installment towards the 2020 paving project. Matthew G. Quesenberry stated the Liquid Fuels Tax Funds are equally spent between the municipalities. Brian Stockman, press, asked if the dollar amount had been higher in previous years. M. Fritz Lecker stated last year's annual maximum amount was \$7,000 while 2022's allocation is \$6,000. Matthew G. Quesenberry stated that he believed the maximum dollar amount correlates directly to the road miles and the population of the county.

3. M. Fritz Lecker made a motion to approve the application for Liquid Fuels Tax Funds for Fox Township for the paving of Township Roads T-526(Fern Lane), T-527(Laurel Lane), T-528(Anna St.), T-339(Squab Hollow Road) and T-640(George St.) in the amount of \$6,000. The motion was seconded by Joseph C. Dagher and carried unanimously.
4. M. Fritz Lecker made a motion to approve a proposal for professional services from Mission Critical Partners, a services consulting firm to develop an Elk County Broadband strategic plan in the amount of \$49,982.00. Matthew G. Quesenberry seconded the motion and was carried unanimously. Mission Critical Partners will develop a strategic plan for Elk County.
5. Matthew G. Quesenberry made a motion to deny the application for Elk County Tourism Marketing Grant for Gather on the Grass Worship 2022 in the amount of \$3,000, due to a technicality, the organization does not have 501c3 status. M. Fritz Lecker seconded the motion and it carried unanimously for denial, at this time due to the technicality. The Commissioners did state they would be in favor of revisiting the request in the future if the organization obtained the 501c3 status or partnered with another group who has that status.

APPROVAL OF THE BILLS: April 18, 2022- April 29, 2022

GENERAL FUND	\$181,438.17
ACT 13 MARCELLUS LEGACY FUND	\$1,250.00
COUNTY OF ELK DRUG & ALCOHOL	\$643.84
WORK RELEASE	\$4,257.32
HUMAN SERVICES	\$31,620.58
APRA	\$7,914.85
GAS WELL IMPACT	\$3,360.00
2018 CDBG	\$546.40
HAZMAT	\$1,185.43
E-911 WIRELESS	\$3,532.84
NORTHERN TIER REGIONAL TELE PROJECT	\$33,079.33
DEBT FUND	\$4.34

➔ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by M. Fritz Lecker and carried unanimously.

CORRESPONDENCE- N/A

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

GOOD OF THE COUNTY

- We have received notice of the approval for naming a previous un-named tributary in Benezette Township as Kimmel Run. This was previously requested by the Keystone Elk Country Alliance on the March 1, 2022 meeting.

- The COE employees have enrolled in PennDot's Adopt a Highway Program and will participate in our first clean up on Friday, May 6th. (The event was actually postponed until Thursday, May 12th due to inclement weather on Friday, May 6th).
- ARPA small business grants are still available for "super" small businesses, 5 FTE's or less, that have been affected by the pandemic and have received \$5,000 or less in COVID funds. Applications are available on the County's website, www.co.elk.pa.us or paper applications can be picked up at the Commissioner's office, 300 Center Street, Suite 101, Ridgway during normal business hours.
- 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-

Brian Stockman, Press, asked if Mission critical will be working with North Central Regional Planning and Development and or Windstream on the broadband project. Joseph C. Dagher stated that the three entities could very well be working together in the future on the project. M. Fritz Lecker added that the first step of the project is discovery.

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:26 am on a motion by M. Fritz Lecker, seconded by Matthew G. Quesenberry and carried unanimously.

ATTEST: _____
Chief Clerk

**Next Meeting: Wednesday, May 18, 2022
10:00 A.M. Conference Room No. 1
Courthouse Annex Building**

**May 18, 2022
Meeting Minutes**

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

The Elk County Commissioners met on Wednesday, May 18, 2022 at 10:00 AM in Conference Room No. 1 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk, Kary Schneider, Deputy Chief Clerk, Dan Rimer, I.T., Brian Stockman, Press, Marilyn Secco, Press, Thomas Wagner, Solicitor and former Elk County Commissioner Christine Gavazzi. Carolyn and Ms. Crosby, members of the public were present via Zoom.

Matthew G. Quesenberry made a motion to approve the agenda as presented and seconded by M. Fritz Lecker, carrying unanimously.

M. Fritz Lecker made a motion to approve the May 3, 2022 minutes as presented seconded by Joseph C. Dagher and carried unanimously.

PRESENTATION- N/A

RESOLUTION- N/A

OLD BUSINESS- N/A

NEW BUSINESS-

1. M. Fritz Lecker made a motion to approve the application for the use of the Courthouse Lawn for the hanging of a banner to advertise the 150th Anniversary Celebration of the First Lutheran Church on 5/20/22. The motion was seconded by Joseph C. Dagher and carried unanimously.
2. M. Fritz Lecker made a motion to approve the application for Liquid Fuels Tax Funds for Jay Township for E-3 oil to apply to various roads for dust control in the amount of \$6,000.00 which was seconded by Matthew G. Quesenberry and the motion carried.
3. Thomas Wagner, Solicitor, reviewed the renewal contract with Avanco for CYS and recommended approval of such. Matthew G. Quesenberry stated that the contract is for the computer system used by Child Welfare by the majority of counties throughout the Commonwealth. Joseph C. Dagher made a motion to approve the contract and Matthew G. Quesenberry seconded the motion which carried unanimously.
4. Proposal for entering into a new contract with CONCERN Professional Services for CYS. Thomas Wagner, Solicitor, reviewed the contract and recommended approval. Matthew G. Quesenberry explained that this is a short-lived contract that is necessary due to the transfer of foster care custody from Potter County to Elk County. Matthew G. Quesenberry made a motion to approve the contract while Joseph C. Dagher seconded the motion which carried unanimously.

5. Request to State Representative Michael Armanini to approve a Highway Memorial Sign on State Route 255 for Dr. Betty Hayes. Former Elk County Commissioner Christine Gavazzi asked the Commissioners to support this endeavor to recognize Dr. Betty Hayes and the work she had done to improve the living conditions of the Shawmut Mining Company employees. Matthew G. Quesenberry made a motion to send a letter of support to approve a Highway Memorial sign while Joseph C. Dagher seconded the motion which carried unanimously.
6. M. Fritz Lecker made a motion to approve the application for Liquid Fuels Tax Funds for Ridgway Township for the Water Street paving project in the amount of \$6,000.00. Joseph C. Dagher seconded the motion which carried unanimously.

APPROVAL OF THE BILLS: May 1, 2022 – May 13, 2022

GENERAL FUND	\$800,673.08
NATIONAL FOREST FUND	\$451,909.34
COUNTY OF ELK DRUG & ALCOHOL	\$115.39
COUNTY OF ELK WORK RELEASE	\$1,110.82
HUMAN SERVICE DEVELOPMENT BLK	\$100,000.00
COVID ARP	\$15,560.27
GAS WELL IMPACT FEE	\$4,500.00
HAZARDOUS MATERIAL RESPONSE	\$208.49
E-911 WIRELESS FUND	\$15,117.95
NORTHERN TIER REGIONAL TELE PROJECT	\$16,781.24

➔ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE- N/A

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

GOOD OF THE COUNTY –

- The Elk County Community Recycling Center located at 850 Washington Street St. Mary’s is holding an open house on Thursday, May 26th from noon to 6pm.
- May 15-21 is National EMS Week. We would like to recognize the commitment and sacrifice these workers provide to the communities they serve.
- M. Fritz Lecker stated that Election Day went smooth and thanked the Directors, poll workers, I.T. and the Maintenance Department for their help.
- 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-

Marilyn Secco, Press asked if a portion of SR 255 was to be renamed after Dr. Betty Hayes. No, the request is for a Memorial Sign only.

Brian Stockman, Press, asked if the Liquid Fuel Tax Funds could expect an increase to the maximum annual amount granted to municipalities due to the rising cost of fuel currently. Joseph C. Dagher replied that is not anticipated there would be an increase.

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING -

The meeting was adjourned at 10:28am on a motion by Joseph C. Dagher, seconded by M. Fritz Lecker and carried unanimously.

ATTEST: _____
Chief Clerk

**Next Meeting: Tuesday, June 7, 2022
10:00 A.M. Conference Room No. 1
Courthouse Annex Building**

**June 7, 2022
Meeting Minutes**

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

The Elk County Commissioners met on Tuesday, June 7, 2022 at 10:00 AM in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk, Kary Schneider, Deputy Chief Clerk, Brian Stockman, Press, Marilyn Secco, Press, Thomas Wagner, Solicitor Becki Taylor, CDBG Coordinator and Beth Foster, Veterans Affairs Assistant Director.

Due to technical difficulties the meeting was not available via Zoom.

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

M. Fritz Lecker made a motion to approve the June 7, 2022 minutes as presented seconded by Joseph C. Dagher and carried unanimously.

PRESENTATION- N/A

RESOLUTION- N/A

OLD BUSINESS- N/A

NEW BUSINESS-

1. Application for the use of the Courthouse Lawn during the summer months for Peaces of Me Wellness Studio. This would be on Tuesdays from 3-4:30pm for baton twirling and Thursdays from 4:15-5:15pm for yoga – Brian Stockman asked if there is a fee being charged for attending classes – Due to the application not addressing that question it was unknown if there is a fee – It was decided that the Courthouse Lawn Use Agreement would be amended for future applications to address that question - M. Fritz Lecker made a motion to approve, Joseph C. Dagher seconded the motion and carried unanimously
2. Matthew G. Quesenberry made a motion to approve an application for Liquid Fuels Tax Funds for Jones Township for the purchase of 700 tons of 2A Stone in the amount of \$6,000, seconded by M. Fritz Lecker which carried unanimously
3. Matthew G. Quesenberry made a motion to approve an application for Liquid Fuels Tax Funds Highland Township for the purchase of 225 tons of 2A limestone which was seconded by Joseph C. Dagher and carried unanimously
4. M. Fritz Lecker made a motion to approve an application for Elk County Tourism Marketing Grant for Messengers Supporting Recovery Inc. in the amount of \$2,250.00 which was seconded by Joseph C. Dagher and carried unanimously
5. Joseph C. Dagher made a motion to approve an application for Elk County Tourism Marketing Grant for the Elk County Fair in the amount of \$3,500 - Matthew G. Quesenberry seconded the motion and was carried unanimously

6. Patrick Straub explained that labor council had made recommendations to bring the Employee FMLA Policy guidelines for the County of Elk up to current federal standards – The Unions have accepted the revised guidelines and the revisions were made retro-active to January 1, 2022 - Joseph C. Dagher made a motion to approve while Matthew G. Quesenberry seconded the motion and was carried unanimously
7. County of Elk paving project (on a pro-rated basis by user) on shared roadway to 911/ EMS building. Other parties involved are a) North Central RP&DC, and b) Penn Highlands (property formerly owned by WRC Senior Services). The project cost to the County is approximately \$38K total- the lowest bidder has withdrawn their initial bid that had a 15 day conditional pricing clause, which has expired -A new bid, reflecting current pricing, was submitted and had increased in total cost - Matthew G. Quesenberry made a motion to table this item for the time being, Joseph C. Dagher seconded the motion and it was carried unanimously
8. Becki Taylor explained this is an annual Cooperation Agreement between the County of Elk and the Borough of Ridgway for Community Development Block Grant, CDBG Program - Joseph C. Dagher made a motion to approve, seconded by Matthew G. Quesenberry and carried unanimously
9. Joseph C. Dagher made a motion to approve the annual Pennsylvania Medical Assistance Transportation Program (MATP) Grant Agreement FY 22-23 (July 1, 2022 thru June 30, 2023) with PA DHS Bureau of Managed Care Operations, Division of Medical Assistance Transportation. This was seconded by M. Fritz Lecker and carried unanimously

APPROVAL OF THE BILLS: May 16, 2022 – June 3, 2022

• General Fund	\$245,933.13
• County of Elk Work Release	\$685.66
• COVID ARP	\$36,085.37
• Gas Well Impact Fee	\$4,500.00
• PHFA (Phare Grant)	\$7,822.00
• 2020 CDBG	\$3,915.00
• Hazardous Material Response	\$1,441.97
• E-911 Wireless Fund	\$52,381.74
• Northern Tier Regional Tele Project	\$20,235.13
• Debt Fund	\$191,701.24

➔ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by M. Fritz Lecker and carried unanimously.

CORRESPONDENCE- N/A

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

GOOD OF THE COUNTY –

- As previously announced, we have engaged Mission Critical Partners to conduct a strategic and comprehensive broadband study for Elk County. They will soon begin an extensive series of surveys, speed tests, and meetings with stakeholders county-wide in order to identify areas of Elk County which are not served and/or underserved. The study will aid the Commissioners to direct available funding in an efficient and effective manner to appropriate areas. As part of recent legislative developments, the National Telecommunications and Information Administration, has created a \$46B Notice of Funding Opportunity (NOFO) for those municipalities identifying true area of need. The intent is to achieve Broadband Equity, Access and Deployment consistent with the (BEAD) Program. Elk County fully plans to be one of those recipients. Mission Critical is highly skilled in this process, and recommended for this engagement. They have the internal expertise, resources, and affiliations to navigate through this complex arena as well as assist in completing broadband grant applications. Mr. Scott Neal, Vice President and Director of Wireless services will be attending future Commissioners meetings and will outline Mission Critical Partner's scope of work and process, and take Q&A. We invite any interested County resident, or stakeholder to attend these informative meetings. Scott Neal's contact information is scottneal@missioncriticalpartners.com , 814-325-9246. Brian Stockman questioned how the surveys within the County would be conducted - Matthew G. Quesenberry explained that a survey would be sent to every address within the County – Jefferson and Clearfield Counties have partnered with Mission Critical - M. Fritz Lecker stated that the County of Elk is unique because of our topography - Patrick Straub stated there would be a press release soon and that Mr. Scott Neal from Mission Critical would be attending the July 5th Commissioner's meeting
- Beth Foster, Veterans Affairs Assistant Director for the County of Elk, successfully completed training and was awarded certification as a Veterans Service Officer, VSO on May 13, 2022. This certification allows her to represent claimants before the U. S. Department of Veterans Affairs in matters pertaining to claims of veterans, widows and orphans – Ms. Foster stated that it is a lot of hard work but she loves doing it.
- June 6-10 is Child Welfare Professionals Appreciation Week declared by Governor Wolf - With caseloads exploding the County of Elk is very fortunate that we have little turnover which is very different from other counties and that starts at the top
- M. Fritz Lecker stated the County has received 9 applications for ARPA grant money with a June 15th deadline – in addition the Elk County Commissioners have partnered with the Elk County Community Foundation in pledging \$250,000.00 in 2022 for assistance to our county 501©3 groups
- 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-

Marilyn Secco, Press, inquired about the Medical Assistance Transportation Program (MATP) Matthew G. Quesenberry explained that medical assistance provides a subsidy for transportation to medical appointments, we are the conduit from DHS to the provider - Patrick Straub added that he is required to submit quarterly reports for the program

Marilyn Secco, Press, inquired about the Debt Fund line item in the Approval of the Bills – Peggy Schneider, Treasurer, was asked to join the meeting and she explained that is the fund that loan payments are made from

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING -

The meeting was adjourned at 10:52am on a motion by Joseph C. Dagher, seconded by M. Fritz Lecker and carried unanimously.

ATTEST: _____
Chief Clerk

**Next Meeting: Tuesday, June 21, 2022
10:00 A.M. Conference Room No. 2
Courthouse Annex Building**

**June 21, 2022
Meeting Minutes**

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

The Elk County Commissioners met on Tuesday, June 21, 2022 at 10:04 AM in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Kary Schneider, Deputy Chief Clerk; Brian Stockman, Press; Marilyn Secco, Press; Thomas Wagner, Solicitor; Jim Abbey, IT Director, and Calvin Moore, IT Intern; Kim Frey, Election Director; 911 Dispatchers, Jackie Zuback, Terrie Notarianni, Deb Ruhf and Natalee Uber; Rose Anne Ehrensberger, 911 Trainer/Quality Assurance; Mike McAllister, Director of Emergency Services and Mark Greenthaner, 911 Coordinator.

Patrick Straub, Chief Clerk, was excused.

There were no participants via Zoom

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

M. Fritz Lecker made a motion to approve the June 7, 2022 minutes as presented seconded by Joseph C. Dagher and carried unanimously.

PRESENTATION- N/A

RESOLUTION- N/A

OLD BUSINESS-

1. County of Elk paving project (on a pro-rated basis by user) on shared roadway to 911/ EMS building. Other parties involved are a) North Central RP&DC, and b) Penn Highlands (property formerly owned by WRC Senior Services). The project cost to the County is approximately \$38K total –This item had been tabled at the last meeting pending an update - Matthew G. Quesenberry stated he had received word that the current new cost to the County is \$42,551.17 with St. Mary's Paving as the new low bidder. With the ever-changing cost of materials there is a limited amount of time from the quote date that pricing will be held - M. Fritz Lecker stated that the discussion on this project started approximately 18 months ago with North Central Regional Planning & Development and then WRC (which is now Penn Highlands) Joseph C. Dagher made a motion to approve the new pricing of \$42,551.17 which is the County's portion seconded by Matthew G. Quesenberry and carried unanimously.

NEW BUSINESS-

1. Notice of Intent - Requesting Election Security Grant Funds in the amount of \$2,519.65 - In 2020 Congress passed the Consolidated Appropriations Act of 2020 which authorizes and appropriates federal funds for Election Security Grants – We have been notified that our award amount for 2022 is \$2,519.65 - Kim Frey, Election Director, explained that the grant

money can be used for personal computers that meet certain specifications to access SUREVote, mobile devices to conform to the multi-factor authentication standard, physical security devices to protect election infrastructure and monitoring and detection tools that can identify and/or mitigate any threats to the Counties' election infrastructure. Joseph C. Dagher made a motion to approve with M. Fritz Lecker seconding the motion that carried unanimously.

APPROVAL OF THE BILLS: June 4, 2022 – June 17, 2022

- **General Fund** \$227,284.98
- **County of Elk Work Release** \$825.00
- **County of Elk Substance Abuse** \$50.00
- **COVID ARP** \$15,380.86
- **Hazardous Material Response** \$5,000.00
- **E-911 Wireless Fund** \$143,677.72
- **Northern Tier Regional Tele Project** \$40,551.44

➔ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by M. Fritz Lecker and carried unanimously.

CORRESPONDENCE- N/A

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

GOOD OF THE COUNTY –

- The strategic and comprehensive broadband survey is now live, please complete your survey and return it. In order to have good information the County needs your participation. Mr. Scott Neal, Vice President and Director of Wireless Services will be attending the July 5th Commissioner's meeting with a presentation for the public.
- The Board of Commissioners are pleased to announce that a total of \$91,000 was approved recently in funding to local service groups. The funding for these awards comes from the American Rescue Plan Act (ARPA). In acknowledging the importance of these groups and the valuable service they provide to county residents, this grant program was intended to support local nonprofit organizations, other than 501©3, and to provide economic relief from the financial hardships that were caused by the COVID-19 pandemic. Awards were granted to all eligible groups that submitted applications. They are:
 - \$5,000 Lions Club of St. Mary's
 - \$6,000 Ridgway Elk County Chamber of Commerce
 - \$10,000 Ridgway Elks Lodge 0872
 - \$10,000 Ridgway Industrial Development Corp (RIDC)
 - \$10,000 Ridgway Frank Servidea Council 1064, Knights of Columbus

- \$10,000 Ridgway Legion Club Post 208
- \$10,000 Ridgway Moose Lodge #437
- \$10,000 St. Mary's American Legion Post 103
- \$10,000 St. Mary's BPO Elks Lodge #437
- \$10,000 St. Mary's Loyal Order of Moose #146

In addition, the Elk County Commissioners have partnered with the Elk County Community Foundation in pledging \$250,000.00 in 2022 for assistance to our county 501©3 groups.

- Elk County experienced a round of severe weather on Thursday June 16th that resulted in a Severe Thunderstorm Warning for all of Elk County and subsequently a Tornado Warning for a portion of Elk County. The National Weather Service briefings were shared with staff and an extra tele communicator was placed on 2nd shift to mitigate any influx of calls should any storm come to fruition. The team handled the inundation of calls with professionalism averaging 58 calls per hour for 4 hours during the height of the event. The Board of Commissioners recognized the staff and management of the Emergency Services department for the superior job they did during this most recent event. Mike McAllister commended not only his staff but also the first responders that covered the event. To avoid tying up lines dedicated for emergency services, if you experience a power outage please contact 1-888-lightss. If the power outage impacts life sustaining equipment such as oxygen, etc. call 911.
- June is National Dairy month stated Joseph C. Daghir recognizing the 8 dairy farms in Elk 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-

Marilyn Secco, Press, stated that in the past she had received notifications of weather events on her cell phone but did not during the event last week - Mike McAllister explained that possibly due to her cell phone's location at the time there was not a threat in that particular area

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING –

The meeting was adjourned at 10:41am on a motion by M. Fritz Lecker, seconded by Joseph C. Daghir and carried unanimously.

ATTEST: _____
 Chief Clerk

**Next Meeting: Tuesday, July 5, 2022
 10:00 A.M. Conference Room No. 2
 Courthouse Annex Building**

**July 5, 2022
Meeting Minutes**

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

The Elk County Commissioners met on Tuesday, July 5, 2022 at 10:06 AM in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Brian Stockman, Press; Marilyn Secco, Press; Dan Rimer, IT; Calvin Moore, IT Intern and Scott Neal, VP/Director of Wireless Services, Mission Critical Partners .

Tom Wagner, Solicitor, was excused.

Participants via Zoom were Professor Terry Brawand, executor for the estate of William Brawand of Wilcox, PA

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

Joseph C. Dagher made a motion to approve the June 21, 2022 minutes as presented seconded by M. Fritz Lecker and carried unanimously.

PRESENTATION-

Mr. Scott Neal, VP/ Director of Wireless Services, Mission Critical Partners gave a presentation of the status of the Broadband Project for the County – The intended outcome of the project is to bring better high-speed broadband to the underserved and services to the unserved – Currently in the data collecting phase, surveys will be mailed to all County property owners as well as accessible on the County’s website - To date approximately 70 responses have been received – The project will include working with broadband suppliers to determine the best possible outcome for Elk County – In addition, there are federal grant opportunities available to assist with reducing the digital divide

RESOLUTION- N/A

OLD BUSINESS-N/A

NEW BUSINESS-

1. M. Fritz Lecker made a motion to approve an application for Liquid Fuels Tax Funds in the amount of \$6,000 for the City of St. Mary’s for the purchase of 208.92 tons of 1b stone at the cost of \$28.72 per ton - total project cost \$6,000.18. The motion was seconded by Matthew G. Quesenberry and carried unanimously

APPROVAL OF THE BILLS: June 18, 2022 – June 30, 2022

• General Fund	\$463,537.01
• County of Elk /Drug & Alcohol	\$492.73
• County of Elk Work Release	\$581.00
• COVID ARP	\$12,653.72
• Gas Well Impact Fee	\$1,197.60
• CDBG-COVID	\$2,231.788
• Hazardous Material Response	\$300.67
• E-911 Wireless Fund	\$137,639.86
• Northern Tier Regional Tele Project	\$8,086.88
• Debt Fund	\$26.82

→ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE-

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

1. Correspondence received from WHM Consulting, LLC notifying of the intent of West Penn Power (WPP) to submit a Chapter 105 Water Obstruction and Encroachment Permit to the PA Department of Environmental Protection in accordance with 25 Pennsylvania Code §105.13(e)(1)(v) – West Penn Power (WPP) is proposing the Helen Mills Reliability Project (Project) in Brockport, PA (Horton Township, Elk County) - The purpose of the Project is to install power distribution equipment to provide an alternate source of electric power, improving reliability for West Penn Power customers in the Brockport and Helen Mills area.
2. Correspondence received from Diversified Production LLC (DGO) providing notification of the request to the Pennsylvania Department of Environmental Protection’s (DEP) Air Quality Program to obtain a Plan Approval to construct five (5) natural gas-fired combustion engines and one (1) natural gas-fired generator for the natural gas well pad (Longhorn Pad C) located in Jay Township, Elk County, Pennsylvania – The facility is currently authorized under a GP5a permit
3. Correspondence received from Diversified Production LLC (DGO) providing notification of the request to the Pennsylvania Department of Environmental Protection’s (DEP) Air Quality Program to obtain a Plan Approval to construct five (5) natural gas-fired combustion engines and one (1) natural gas-fired generator for the natural gas well pad (Longhorn Pad A) located in Jay Township, Elk County, Pennsylvania
4. Correspondence received from Larson Design Group (LDG) providing notification that National Fuel Gas Distribution Corporation (NFG) is applying for a Pennsylvania Department of Environmental Protection (PA DEP) General Permit 5 for the replacement of a section of pipeline due to a washout. This notification also serves to inform that NFG will be obtaining any and all required permits for stream or wetland encroachments from

the planned development as required by the PA DEP under Pennsylvania Code Title 25, Environmental Protection, Chapter 105, Dam Safety and Waterway Management

5. Correspondence received from Keller Engineers summarizing the meeting held on April 5, 2022 in the Courthouse Annex, Conference Room #1 with municipal representatives to review the findings of the current bridge inspections for municipally owned bridges in Elk County. The purpose of the meeting was to review the overall condition of each structure as well as the maintenance recommendations made in the inspection reports, and to answer any questions to aid in planning, budgeting and addressing maintenance recommendations
6. Correspondence received from the Commonwealth of Pennsylvania Office of Attorney General providing notification of the reimbursement for 2021 District Attorney's salary

GOOD OF THE COUNTY –

- The strategic and comprehensive broadband survey is available online at the County of Elk website, <http://www.countyofelkpa.com>. A hardcopy will be mailed to all property owners for those who wish to complete a paper version. We are asking for all to complete the survey in order to have the best information moving forward.
- M. Fritz Lecker stated that ARPA grant monies totaling \$195,000 has been awarded to 43 “super” small businesses within the County – The maximum award was \$5,000 per business
- 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-

Brian Stockman, Press asked if items #2 and #3 under correspondence were new applications to put in bitcoin mines - Joseph C. Daghir responded by saying that they are not applications since the site has been there for over a year

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING –

The meeting was adjourned at 10:39am on a motion by M. Fritz Lecker, seconded by Joseph C. Daghir and carried unanimously.

ATTEST: _____
Chief Clerk

**Next Meeting: Tuesday, July 19, 2022
10:00 A.M. Conference Room No. 2
Courthouse Annex Building**

**July 15, 2022
Meeting Minutes**

**Elk County Salary Board
Elk County, Ridgway, Pennsylvania**

The Elk County Salary Board met on Friday, July 15, 2022 at 10:02 am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Peggy Schneider, Treasurer; Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk.

Peggy Schneider made a motion to approve the agenda as presented seconded by M. Fritz Lecker and carried unanimously.

Matthew G. Quesenberry recognized an error in the minutes from the May 3, 2022 meeting. As written, the meeting was adjourned at 11:12 am when in fact it was 10:35 am. A motion was made by Joseph C. Dagher, seconded by Peggy Schneider to amend the minutes to reflect the adjournment of the May 3, 2022 to 10:35 am and it carried unanimously.

NEW BUSINESS -

- 1. Create two (2) Temporary Part Time Recycling Assistant positions at the Elk County Community Recycling Center –The continuation of the positions are contingent upon the Recycling Center’s annual budget - Matthew G. Quesenberry made a motion to amend this item to exclude the second statement (The continuation of the positions are contingent upon the Recycling Center’s annual budget) and then to approve the first statement as written seconded by Joseph C. Dagher and carried unanimously**
- 2. Create the hourly wage of \$14.30 for the Temporary Part Time Recycling Assistant positions - M. Fritz Lecker made a motion to approve seconded by Joseph C. Dagher and carried unanimously**

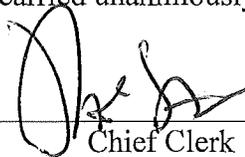
QUESTIONS FROM THE PRESS - N/A

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:11, am on a motion by Joseph C. Dagher seconded by M. Fritz Lecker and carried unanimously.

ATTEST: _____


Chief Clerk

**Next Meeting
Tuesday, September 6, 2022
Following Commissioners Meeting
In Conference Room No. 2
Courthouse Annex Building**

**July 19, 2022
Meeting Minutes**

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

The Elk County Commissioners met on Tuesday, July 19, 2022 at 10:02 AM in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Brian Stockman, Press; Marilyn Secco, Press; Calvin Moore, IT Intern; Tom Wagner, Solicitor; Nancy Baker, Children & Youth Director; Scott Atwell, Warden; Aaron Nicklas, Deputy Warden; Bill Laird, Representative from the St. Mary's Municipal Airport; Ron Minnick, constituent.

Participants via Zoom were Professor Terry Brawand, Carolyn and an unknown viewer.

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

Joseph C. Dagher made a motion to approve the July 5, 2022 minutes as presented seconded by M. Fritz Lecker and carried unanimously.

PRESENTATION-N/A

RESOLUTION- N/A

OLD BUSINESS-N/A

NEW BUSINESS-

1. The Commissioner's meeting scheduled for August 16, 2022 is cancelled – On a motion made by Matthew G. Quesenberry, seconded by M. Fritz Lecker the motion carried unanimously.
2. There will be a meeting of the Commissioner's on Wednesday, August 10, 2022 at the Elk County Fair Grounds, Building #1, starting at 10am – It is the 47th Annual Fair in Elk County beginning Tuesday, August 9th - Matthew G. Quesenberry made a motion to approve, seconded by Joseph C. Dagher and carried unanimously
3. Agreement with Pennsylvania Department of Human Services, Child Welfare Information System Data Sharing, effective October 1, 2022 – September 30, 2023 - Nancy Baker, Children & Youth Director explained that this is a renewal agreement that is at no cost to the County and allows access to the state data base used by Children & Youth Agencies - M. Fritz Lecker made a motion to approve, seconded by Matthew G. Quesenberry and the motion carried unanimously
4. Application for the use of the Courthouse Lawn from Messengers Supporting Recovery/Mecca-Mann for the dedication of a planting and Remembrance Day for drug overdose awareness – This is scheduled for August 28, 2022 beginning at 3pm. - Joseph

C. Dagher made a motion, seconded by M. Fritz Lecker and the motion carried unanimously

5. Correspondence received from Alcohol & Drug Abuse Services, Inc. (ADAS) notifying of a vacancy on the Board of Directors and recommending for approval to fill the vacancy with Ms. Aria Magnussun - Matthew G. Quesenberry made a motion to approve, seconded by Joseph C. Dagher and carried unanimously

APPROVAL OF THE BILLS: July 2, 2022 through July 15, 2022

- General Fund \$197,916.91
- Liquid Fuels \$7,000.00
- County of Elk /Drug & Alcohol \$160.00
- County of Elk Work Release \$775.00
- Recycling Center Bldg. Fund \$10,150.00
- COVID ARP \$364,674.50
- Hazardous Material Response \$1,566.73
- E-911 Wireless Fund \$24,960.24
- Northern Tier Regional Tele Project \$37,713.06

➔ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE-

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

1. Correspondence received from the United States Department of Agriculture, Forest Service, Allegheny National Forest Supervisor’s Office – providing notification of intent to file an application with the Pennsylvania Department of Transportation for a Highway Occupancy Permit #277779 for the construction of new means of egress at the Irwin Run Canoe Launch in Spring Creek Township, Elk County – The permit allows construction of an egress from Irwin Run Canoe Launch to state Route 3002
2. Correspondence received from the Western Pennsylvania Conservancy providing notification of the recently submitted General Permit 01 Application for Fish Habitat Structures to be installed in the Middle Fork East Branch Clarion River on State Game Land 025 in Jones Township, Elk County

GOOD OF THE COUNTY –

- Correspondence received from the Commonwealth of Pennsylvania, Department of Corrections, stating the Elk County Prison has earned full compliance, no deficiencies or citations, during the 2022 inspection period. Prison Board Chair, Commissioner Matthew G. Quesenberry stated that Warden Atwell and the staff deserve credit for their efforts in operating the facility in accordance with statewide correctional standards. Warden Atwell explained that as long as the Prison has no deficiencies the inspection process occurs every other year and includes policies/documentation as well as a physical inspection of the facility. He recognized all of this staff for their assistance with the inspection – The Commissioners congratulated the Warden and his staff on the inspection results
- Update from Bill Laird, representative from the St. Mary’s Municipal Airport – During a recent inspection it was identified that there were minor problems with the fuel tanks, such as nozzles or hoses – There are gasoline and 90 octane tanks that are no longer used and need “put out of service” but not necessarily removed at this time – The airport, once again, will be selling corn-on-the cob locally – The Drag Race that was held in June was received very well and the St. Mary’s Municipal Airport has received a check for \$10,000 from the event – August 27th the Airport is hosting the American Spirit Aviation Festival with events that include a car show, plane rides, food & craft vendors, kids zone, 5k run, live music, and a pin up girl contest
- 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

Brian Stockman asked for an update on the number of Broadband surveys returned - Patrick Straub stated that the mailing has not gone out yet due to supplier issues with envelopes

QUESTIONS FROM TAXPAYERS – N/A

Ron Minnick, constituent, had a concern for the Irwin Run culvert on ANF property– He stated that he understood that there are intentions of removing the culvert due to flooding and the impact that it has on the native brook trout – He has been working with Bob Imhof, local historian, identifying the culvert has been there for over 160 years, originally used in a sawmill business and then as part of a railroad grade and doesn’t want it removed – It was suggested to contact G. T. Thompson and Trout Unlimited as advocates to partner with in requesting the USFS to stop the removal of the culvert –

ADJOURN MEETING –

The meeting was adjourned at 10:45 AM on a motion by M. Fritz Lecker, seconded by Joseph C. Dagher and carried unanimously.

ATTEST: _____
Chief Clerk

**Next Meeting: Tuesday, August 2, 2022
10:00 A.M. Conference Room No. 2
Courthouse Annex Building**

August 2, 2022
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, August 2, 2022 at 10:00 AM in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Brian Stockman, Press; Marilyn Secco, Press; Tyler Daniels, Chief Assessor; Tracy Gerber, Planning Director; Becki Taylor, CDBG Coordinator; Ryan Miller, County Engineer; Al Maletto, Johnsonburg Borough.

Participants via Zoom were Rick Marzella, Continental Construction.

Excused were Commissioner M. Fritz Lecker and Tom Wagner, Solicitor.

Matthew G. Quesenberry made a motion to approve the agenda as presented and seconded by Joseph C. Dagher, carrying unanimously. Tracy Gerber asked if Item #6 under New Business could be changed to the first item on the agenda which was approved by Commissioners Joseph C. Dagher and Matthew G. Quesenberry.

Joseph C. Dagher made a motion to approve the July 19, 2022 minutes as presented seconded by Matthew G. Quesenberry and carried unanimously.

PRESENTATION-N/A

RESOLUTION- N/A

OLD BUSINESS-N/A

NEW BUSINESS-

1. Application for Liquid Fuels Tax Funds in the amount of \$6,000 for Horton Township to purchase oil for township roads - Total cost of the project is \$54,182.00 - Joseph C. Dagher made a motion to approve, seconded Matthew G. Quesenberry and carrying unanimously
2. Application for Liquid Fuels Tax Funds in the amount of \$6,000 for Spring Creek Township to purchase road salt, delivery of road salt and purchase of cold patch - Joseph C. Dagher made a motion to approve, seconded Matthew G. Quesenberry and carrying unanimously
3. Application for the use of the Courthouse Lawn from the Ridgway Elk County Chamber of Commerce to hang a banner from July 27, 2022 through August 15, 2022 Welcoming NRA National Champions - Joseph C. Dagher made a motion to approve, seconded Matthew G. Quesenberry and carrying unanimously

4. Application for the use of the Courthouse Lawn from the Ridgway Elk County Chamber of Commerce for the Flavor of Fall Festival to be held September 23, 2022 through September 24, 2022. There is no fee to attend the event - Joseph C. Dagher made a motion to approve, seconded Matthew G. Quesenberry and carrying unanimously
5. Execute a Contractual Services Agreement for an Assistant Public Defender - Patrick Straub stated that Attorney Mike Marshall has signed a one (1) year contract with the County to provide these services - Matthew G. Quesenberry made a motion to approve which was seconded by Joseph C. Dagher and carried unanimously
6. *Johnsonburg Storm Sewer Project for FY 2019, 2020 and 2021 bid opening – This item moved to became the first on the New Business agenda –* Two (2) bids were received and opened by Patrick Straub - Bob Cummings Construction of Bradford bid \$557,000 while Continental Construction of Ridgway bid \$567,633.74 – The County Engineer and CDBG Coordinator asked for the bids to be tabled until the August 10th Commissioner meeting allowing more time to review the bids - Matthew G. Quesenberry made a motion to approve which was seconded by Joseph C. Dagher and carried unanimously
7. Dickinson, Inc. contract renewals for Family Resource Network, Triple P, Comprehensive Psychosocial Evaluations with Recommendations and Parent as Teachers for services for Children and Youth - Joseph C. Dagher made a motion to approve, seconded Matthew G. Quesenberry and carrying unanimously
8. Contract renewal with CAPSEA for Incredible Years services for Children and Youth - Joseph C. Dagher made a motion to approve, seconded Matthew G. Quesenberry and carrying unanimously
9. Contract renewal with Lifespan Family Services of PA – foster care facility – for Children and Youth - Joseph C. Dagher made a motion to approve, seconded Matthew G. Quesenberry and carrying unanimously
10. Contract renewal with Children’s Aid Society in Clearfield County – foster care facility – for Children and Youth - Joseph C. Dagher made a motion to approve, seconded Matthew G. Quesenberry and carrying unanimously

APPROVAL OF THE BILLS: July 16, 2022 through July 29, 2022

• General Fund	\$312,961.31
• Liquid Fuels Act 144	\$31.14
• Act 13 Marcellus Legacy Fund	\$365.00
• County of Elk /Drug & Alcohol	\$523.72
• COVID ARP	\$7,199.22

- **Gas Well Impact Fee** **\$5,000.00**
- **2018 CDBG** **\$4,194.48**
- **2020 CDBG** **\$7,830.00**
- **2019 CDBG** **\$14,823.32**
- **Hazardous Material Response** **\$5,652.98**
- **E-911 Wireless Fund** **\$12,257.43**
- **Northern Tier Regional Tele Project** **\$64,504.19**

➔ Joseph C. Daghir made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE-

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

1. SGL Carbon LLC informed the County Commissioners of its intent to apply for a plan approval to expand its Graphite Purification Process by adding an additional eighteen (18) Purification Furnaces

GOOD OF THE COUNTY –

- The County is now accepting Act 13 Grant applications for the fall round - The application process opened August 1st and will close August 31st. Applications are available on the County’s website at www.countyofelkpa.com
- Patrick Straub noted that of the 14,670 Broadband surveys sent out 2,227 have been received back via USPS and 394 via the internet for a total of 2621, being about a 18% return already exceeding the hopeful return of 1,000 - Brian Stockman asked if there was a hard deadline, which there isn’t
- 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

- Marilyn Secco asked who could qualify for Act 13 grants – Matthew G. Quesenberry explained that eligible applicants include municipalities, 501© organizations and emergency service providers with limitations on what the grant monies can be used for

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING –

The meeting was adjourned at 10:20 AM on a motion by Joseph C. Dagher, seconded Matthew G. Quesenberry and carrying unanimously

ATTEST: _____
Chief Clerk

**Next Meeting: Wednesday, August 10, 2022
10:00 A.M. Elk County Fair Grounds Building #1**

August 10, 2022
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Wednesday, August 10, 2022 at 10:00 AM at the Elk County Fair Grounds, Building #1. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Kim Frey, Elections Director; Calvin Moore, IT Intern; Jim Abbey, IT Director; Tracy Gerber, Planning Director; Becki Taylor, CDBG Coordinator; Lee Neureiter, Register and Recorder; Sheriff William Caltagarone; Benjamin Izbinski, Deputy Sheriff; Dave Mattiuz, Fox Township Supervisor; Ernie Mattiuz, Elk County Farm Bureau Secretary; Jeremy Dorsey, Elk County Fair; Jake Mercer, Press; Marilyn Secco, Press.

Excused were Commissioner M. Fritz Lecker.

There were no participants via Zoom.

Matthew G. Quesenberry made a motion to approve the agenda as presented and seconded by Joseph C. Dagher, carrying unanimously.

Joseph C. Dagher made a motion to approve the August 2, 2022 minutes as presented, seconded by Matthew G. Quesenberry and carried unanimously.

PRESENTATION-N/A

RESOLUTION- N/A

OLD BUSINESS-N/A

1. Johnsonburg Storm Sewer Project for FY 2019, 2020 and 2021 – Two (2) bids were received and opened by Patrick Straub at the August 2, 2022 meeting- Bob Cummings Construction of Bradford bid \$557,000 and Continental Construction of Ridgway bid \$567,633.74 – The County Engineer and CDBG Coordinator asked for the bids to be tabled until the August 10th Commissioner meeting allowing more time to review the bids - Becki Taylor stated that the lowest bid was significantly higher than the grant money available for the project – The project will need to be re-scoped and rebid as smaller projects – A motion was made by Matthew G. Quesenberry to reject all bids at this time, seconded by Joseph C. Dagher and carried unanimously.

NEW BUSINESS-

1. Application for Liquid Fuels Tax Funds in the amount of \$6,000 for Johnsonburg Borough towards the purchase of a 2022 Ford F550 dump truck for road maintenance and snow plowing - Total cost of the purchase is \$89,607.60 – A motion was made by Joseph C. Daghir to approve the application for \$6,000 to Johnsonburg Borough, seconded by Matthew G. Quesenberry and carried unanimously.
2. Contract with AllPaid to provide credit card services to the Register/Recorder office - Lee Neureiter stated that his solicitor has reviewed the contract – This is a service that allows credit or debit card transactions within his office which will be especially helpful since a lot of people don't carry cash – The swipe feature is up and running with the chip reader to be implemented by the first of the year - This is at no cost to the County – A motion was made by Joseph C. Daghir to enter into the contract with AllPaid seconded by Matthew G. Quesenberry and carried unanimously.
3. Election Integrity Grant for \$103,425.87 this grant can be used for various items within Act 88 for elections - Kim Frey explained that Elk County was allocated \$103,425.87 from the Act 88 legislation for the grant – There are stipulations that the County must follow to be eligible for the grant money – eligible expenses include payment to staff for canvassing mail-in and absentee ballots as well as printing of ballots, training costs for district election officials, payment to staff at polling places on election day, transportation, storage and management of voting apparatuses and the cost to county board of elections duties related to processing voter registration applications - A motion was made by Joseph C. Daghir to apply and accept the Election Integrity Grant seconded by Matthew G. Quesenberry and carried unanimously.

APPROVAL OF THE BILLS: July 30, 2022 through August 5, 2022

- **General Fund** **\$147,077.15**
- **Liquid Fuels Act 144** **\$279.82**
- **Act 13 Marcellus Legacy Fund** **\$482.25**
- **COVID ARP** **\$96,155.87**
- **Gas Well Impact Fee** **\$10,000.00**
- **Hazardous Material Response** **\$200.05**
- **E-911 Wireless Fund** **\$15,531.55**
- **Law Enforcement Dispatch** **\$30,834.38**
- **Northern Tier Regional Tele Project** **\$220,872.17**
- **Debt Fund** **\$13.05**

→ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE-

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

GOOD OF THE COUNTY –

- This is the 47th Annual Elk County Fair – for all the volunteers who come together to make this happen each and every year, thank you! – Jeremy Dorsey explained this is the Elk County Fair and not the ‘Kersey’ fair, exhibitors bring in their goods prior to the opening day at the fair, which are then judged and all are put on display
- There is a free service to Elk County property owners whereby they can be notified by email of any document recording in their name – The service is called FraudSleuth - Lee Neureiter stated that anyone can register online and if someone tries to record a deed or mortgage against your property you will receive an email notifying you
- Ernie Mattiuz invited everyone to the Big Maple Farms on September 9th for the annual Farm Bureau 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

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING –

The meeting was adjourned at 10:21 AM on a motion by Joseph C. Dagher, seconded Matthew G. Quesenberry and carrying unanimously

ATTEST: _____
Chief Clerk

**Next Meeting: Tuesday, September 6. 2022
10:00 A.M. Courthouse Annex
Conference Room #2**

**September 6, 2022
Office of the Elk County Commissioners
Meeting Minutes**

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, September 6, 2022 at 10:00 AM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Kim Frey, Elections Director; Dan Rimer, IT; Tracy Gerber, Planning Director; Becki Taylor, CDBG Coordinator; Sheriff William Caltagarone; Jason McDermott, Chief Deputy Sheriff; Ryan Miller, County Engineer; Al Maletto, Johnsonburg Borough; Nancy Baker, CYS Director; Peggy Schneider, Treasurer.

Participants via Zoom were Rick Marzella, Continental Construction, Carolyn, Misty Crosby and Rachel Kilhoffer.

There were no members of the press present.

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

Joseph C. Dagher made a motion to approve the August 10, 2022 minutes as presented, seconded by Matthew G. Quesenberry and carried unanimously.

PRESENTATION-N/A

RESOLUTION- N/A

OLD BUSINESS-N/A

NEW BUSINESS-

1. Bid opening – Johnsonburg West End Storm Sewer Project – Phase 1 – This is for the Grove Street area with 2019 funds – **The CDBG project was tabled at the August 10, 2022 BOC meeting due to limited funding available. Four (4) new bids were received for this revised bidding round: (#1) Bob Cummings Construction \$205,000 (#2) Continental Construction \$163,248 (#3) Dean Construction \$207,000 (#4) Glen O. Hawbaker \$232,663 – After a review of the bids, Becki Taylor recommended to the Board of Commissioners to award the contract to Continental Construction in the amount of \$163,248 as the lowest bidder - Matthew G. Quesenberry made a motion to award the contract to Continental Construction in the amount of \$163,248, seconded by M. Fritz Lecker and carried unanimously.**

2. Certification of the County Election Integrity Compliance Report which is a requirement for the acceptance of the Act 88 Election integrity Grant Program – **A motion was made by M. Fritz Lecker to approve the certification of the County Integrity Compliance Report, seconded by Matthew G. Quesenberry and carried unanimously.**
3. The County of Elk has opened a new account with Farmers National Bank for the County Election Integrity Grant. – **According to Peggy Schneider this is an interest bearing account – A motion was made by M. Fritz Lecker to ratify the new account with Farmers National Bank, seconded by Joseph C. Dagher and carried unanimously.**
4. Lawrence County Prison Housing Agreement for housing Elk County inmates in Lawrence County as needed – **This is at a cost of \$50/inmate/day – A motion was made by Joseph C. Dagher to accept the Lawrence County Prison Agreement, seconded by Matthew G. Quesenberry and carried unanimously.**
5. Contract with Kali Herzing to provide services as a part time nurse at the Elk County Prison - **Joseph C. Dagher made a motion to approve the contract with Kali Herzing to provide services as a part time nurse at the Elk County Prison, seconded by Matthew G. Quesenberry and carried unanimously.**
6. Contract with Julia Olay to provide services as a part time nurse at the Elk County Prison - **M. Fritz Lecker made a motion to approve the contract with Julia Olay to provide services as a part time nurse at the Elk County Prison, seconded by Matthew G. Quesenberry and carried unanimously.**
7. Agreement with Permitium for the Sheriff’s Department to outsource services for the application, background check tracking, processing and payment of the issuance of gun and concealed carry permits – This web-based program is fully supported by user fees – **Sheriff Caltagarone explained that this service, currently done in-house, is labor intensive. Contracting with Permitium will free up resources and provide an audit trail - Joseph C. Dagher made a motion to approve the contract with Permitium, seconded by M. Fritz Lecker and carried unanimously.**
8. Agreement with Bid4Assets for the Sheriff’s Department as an online auction site for buying and selling real estate, foreclosed houses, county tax sale property and government seized assets – this is a web-based system fully supported by user fees - **Contracting with Bid4Assets will free up resources within the Sheriff’s department - Joseph C. Dagher made a motion to approve the contract with Bids4Assets, seconded by Matthew G. Quesenberry and carried unanimously.**
9. Contract for CYS with Pathways Adolescent Center for FY 22/23 – This is a Group Home renewal contract - **Matthew G. Quesenberry made a motion to approve the contract with Pathways Adolescent Center, seconded by Joseph C. Dagher and carried unanimously.**
10. Contract for CYS with Pentz Run Youth Services, Inc. for FY 22/23 – This is a Group Home renewal contract - **Matthew G. Quesenberry made a motion to approve the contract with Pentz Run Youth Services, Inc., seconded by Joseph C. Dagher and carried unanimously.**
11. Contract for CYS with Pentz Run Youth Services, Inc. for FY 22/23 – This is an Independent Living Grant renewal contract - **Matthew G. Quesenberry made a motion**

to approve the contract with Pentz Run Youth Services, Inc., seconded by Joseph C. Dagher and carried unanimously.

12. Contract for CYS with Perseus House Inc. for FY 22/23 – This is a new Group Home/Transitional Living contract - **Matthew G. Quesenberry made a motion to approve the contract with Perseus House Inc., seconded by Joseph C. Dagher and carried unanimously.**
13. Contract for CYS with Alexander Anderson for FY 21/22 for a storage garage for Probation woodshop supplies - **Matthew G. Quesenberry made a motion to approve the contract with Alexander Anderson, seconded by Joseph C. Dagher and carried unanimously.**
14. Contract for CYS with Alexander Anderson for FY 22/23 for a storage garage for Probation woodshop supplies - **Matthew G. Quesenberry made a motion to approve the contract with Alexander Anderson, seconded by Joseph C. Dagher and carried unanimously.**
15. Contract for CYS with Professional Family Care Services, Inc. for FY 22/23 – This is a new Foster Home contract - **Matthew G. Quesenberry made a motion to approve the contract with Professional Family Care Services. Inc., seconded by Joseph C. Dagher and carried unanimously.**
16. Contract for CYS with Blueprints for FY 22/23 – This is a Foster Home renewal contract - **Matthew G. Quesenberry made a motion to approve the contract with Blueprints, seconded by Joseph C. Dagher and carried unanimously.**

APPROVAL OF THE BILLS: August 6, 2022 through September 2, 2022

• General Fund	\$685,147.52
• Liquid Fuels	\$12,000.00
• Liquid Fuels Act 144	\$260.95
• Act 13 Marcellus Legacy Fund	\$12,250.00
• County of Elk Drug & Alcohol	\$115.39
• County of Elk Work Release	\$1,240.68
• COVID ARP	\$85,512.10
• Federal Social Service/Emergency Shelter	\$6,954.00
• Repository Inspection	\$800.00
• Gas Well Impact Fee	\$25,809.64
• Hazardous Material Response	\$301.13
• E-911 Wireless Fund	\$15,365.18

- **Northern Tier Regional Tele Project \$93,965.91**
- **County of Elk Record Improvement \$1,260.00**
- **Debt Fund \$10.22**

➔ Joseph C. Daghir made a motion to approve the payment of the bills listed above seconded by M. Fritz Lecker and carried unanimously.

CORRESPONDENCE-

(The following correspondence (if any) is available in the Commissioner’s office for further review.)

1. Received notification from JHA Companies of a Public Water Supply Permit Amendment for the Johnsonburg Municipal Authority. Additional chlorination is necessary due to the large service area and a decrease in the turnover rate of water in the system. These two (2) factors has led to degradation of chlorine already in the treated water.
2. Pennsylvania Emergency Management Agency (PEMA) has completed the recertification review of Elk County’s PSAP’s telecommunicator training and certification program. The program is fully compliant and meets or exceeds the minimum requirements effective August, 2022. The recertification is valid through June 20, 2024.

GOOD OF THE COUNTY –

- The County of Elk has agreed to participate with all other PA Counties as part of in the National settlement agreement to resolve all Opioids litigation brought by states and local political subdivisions against the three largest pharmaceutical distributors. Pennsylvania will receive \$1.07 billion as part of a \$26 billion national settlement. Elk County will receive \$272,832 in 2022, and a total of \$1,176,000 total over the course of 18 years. These settlement funds were allocated to individual Counties based on overdose deaths, opioid use disorder hospitalizations, naloxone administrations, and the percentage of opioid shipments. The funding which will be administered by the Counties will provide more substance use disorder treatment, Naloxone distribution, community outreach programs, and ancillary services to combat addiction.
- Elk County is working alongside Clearfield County and The North Central Pennsylvania Planning & Development Commission (North Central) to request proposals for a multi-county comprehensive plan update. The process for Request for Proposals (RFP) is anticipated to begin late September or early October 2022.
- There is a change of venue for the Commissioner’s meeting scheduled for October 4, 2022. This meeting will be held at the Keystone Elk Country Visitor Center (Benezette, PA) at 10am in the Discovery Room.

- 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

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING –

The meeting was adjourned at 10:30 AM on a motion by M. Fritz Lecker, seconded Joseph C. Dagher and carrying unanimously.

ATTEST: _____
Chief Clerk

**Next Meeting:
Tuesday, September 20, 2022
10:00 A.M. Courthouse Annex
Conference Room #2**

September 20, 2022
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, September 20 2022 at 10:00 AM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Kim Frey, Elections Director; Dan Rimer, IT; Jim Chorney, North Central Regional Planning and Development Commission; Marilyn Secco, Press; Marcia Steis, Taxpayer and Betty Manno, Taxpayer.

Participants via Zoom were Tonette and ceherzing.

Joseph C. Dagher made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

M. Fritz Lecker made a motion to approve the September 6, 2022 minutes as presented, seconded by Joseph C. Dagher and carried unanimously.

PRESENTATION-N/A

RESOLUTION- N/A

OLD BUSINESS-N/A

NEW BUSINESS-

1. Approval of awards for Act 13 Funding, Fall round 2022 - **Implemented ten (10) years ago, The Public Utility Commission provides an impact fee to the County for drilling within the County – The County of Elk allocates \$50,000 each spring and fall to eligible receipts for eligible projects – the maximum amount received cannot exceed \$10,000 – This round of grants had twelve (12) recipients – A motion was made by M. Fritz Lecker, seconded by Matthew G. Quesenberry to ratify the Fall 2022 Act 13 Mini Grant awards as listed below and carried unanimously**

FALL 2022 MINI GRANT AWARDS - MEDIA RELEASE

ACT 13		MINI GRANTS		SEPTEMBER 2022	9/29/2022		
Date Rec'd		Project	Description	Cost of project	Amount Requested	Match?	AWARD AMOUNT
03/03/22	Benezette Township	24KW Generator	Purchase/install generator @ Municipal building	10,855.00	9,355.00	1,500.00	\$5,000
08/08/22	Millstone Township	Plow Truck	Purchase used truck w/plow & spreader	60,000.00	10,000.00	50,000.00	\$5,000
08/30/22	Highland Township	Emergency Generator	Purchase/install 14KW Generator	9,818.00	9,000.00	818.00	\$5,000
07/27/22	Horton Township	14KW Generator	Purchase/install generator @ Municipal building	7,550.00	7,550.00	0.00	\$5,000
08/31/22	Jbg Boro/ Community Ctr	H'cap parking area	Remove/repave H'cap parking spot	11,200.00	10,000.00	1,200.00	\$2,500
08/31/22	Borough of Ridgway	Neilson Park Upgrade	Purchase/install 3 play structures	19,052.00	10,000.00	9,052.00	\$2,500
08/26/22	Jay Twp Sewer Authority	Storage Building	Build storage building for equip/supplies	15,000.00	10,000.00	5,000.00	\$5,000
	Ridgway Animal Haven	Shed	Build shed for TNVR-Trap to catch stray cats	8775	7,000.00	\$0.00	\$2,500
	Elk Co. Humane Society	Building Repairs	Repair walls inside shelter building	24,740.00	10,000.00	14,740.00	\$2,500
07/27/22	Fox Post 511 American Legion	New Roof	Replace roof on Legion building	23,200.00	10,000.00	13,200.00	\$5,000
08/29/22	Mt. Zion Historical Society	Restrooms	Electric Service & Holding Tank for new restrooms @ Park	12,369.00	12,369.00	0.00	\$5,000
08/29/22	Bucktail Archers	Archery range Upgrades	Upgrade Indoor Range/parking lot	10,800.00	7,800.00	3,000.00	\$5,000

*32 Applications Received \$266,385 Total Amount Requested:

\$50,000

2. Grant Agreement for 2022 Election Security Grant in the amount of \$2,519.65 - The Grant can be used as follows
 1. Personal computers that meet the required specifications to access SUREVote
 2. Mobile devices or other tokens necessary to conform to the Commonwealth's Multi-factor Authentication standard
 3. Physical security devices to protect critical election infrastructure
 4. Monitoring and detection tools to identify and/or mitigate threats to the counties' elections infrastructure

Kim Frey explained that this grant is from the Department of State, Federal grant money, from the Help America Vote Act, HAVA – A motion was made by M. Fritz Lecker, seconded by Joseph C. Dagher and carried unanimously to accept the 2022 Election Security Grant Funds.

3. GEMS Grant Agreement – The County had applied for this grant in 2020 and was awarded additional program funds in the amount of \$14,028.60 as authorized by DOS - This amount reflects sixty percent (60%) of the total amount of additional expenses that the County has incurred through the purchase/lease of DOS certified voting systems that employ a voter-verifiable paper record - The County purchased two additional DS200 scanners to count absentee and mail-in ballots with the grant monies. – **Kim Frey stated this is also Help America Vote Act funds - Joseph C. Dagher made a motion to**

accept the 2020 GEMS Grant funds in the amount of \$14,028.60, seconded by Matthew G. Quesenberry and carried unanimously

4. Application for the use of the Courthouse Lawn on September 24 2022 for Tri County Church to erect an inflatable slide during the Flavors of Fall Festival - **A motion was made by M. Fritz Lecker, seconded by Joseph C. Dagher and carried unanimously to allow Tri County Church to use the Courthouse Lawn on September 24, 2022**
5. Addendum to original contract for CYS with Pathways Adolescent Center, Inc. to provide a 45 day diagnostic program for FY 22/23 – **A motion was made by Joseph C. Dagher, seconded by Matthew G. Quesenberry to approve the addendum to the Pathways Adolescent Center, Inc. for a 45 day diagnostic program for FY 22/23 and the motion carried unanimously**
6. Contract for CYS with George Junior Republic as a residential facility for FY 22/23 – **A motion was made by Joseph C. Dagher, seconded by Matthew G. Quesenberry to approve a renewal contract for FY 22/23 with George Junior Republic as a residential facility with the motion carrying unanimously**

APPROVAL OF THE BILLS: September 3, 2022 through September 17, 2022

• General Fund	\$170,984.89
• Liquid Fuels	\$6,000.00
• Liquid Fuels Act 144	\$378.94
• County of Elk Drug & Alcohol	\$73.15
• County of Elk Substance Abuse	\$1,300.00
• Recycling Center Building Fund	\$216.44
• COVID ARP	\$72,103.53
• PHFA (Phare Grant)	\$4,450.00
• 2020 CDBG	\$3,915.00
• CDBG-Covid	\$2,414.72
• 2019 CDBG	\$55,155.60
• Hazardous Material Response	\$320.05
• E-911 Wireless Fund	\$138,780.01
• Northern Tier Regional Tele Project	\$35,815.72

- **Debt Fund** **\$10.22**

➔ **M. Fritz Lecker made a motion to approve the payment of the bills listed above seconded by Joseph C. Dagher and carried unanimously.**

CORRESPONDENCE-

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

GOOD OF THE COUNTY –

- As a result of the Act 13 Funding Fall round 2022 grant approvals, we celebrate the \$1,000,000 mark in Act 13 Mini-Grant funds awarded to eligible recipients since the program's inception in 2013 by the Elk County Commissioners
- There is a change of venue for the Commissioner's meeting scheduled for October 4, 2022. This meeting will be held at the Keystone Elk Country Visitor Center (Benzette, PA) at 10am in the Discovery Room.
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- Kim Frey noted upcoming deadlines for Elections:
 1. October 24, 2022 – Last day to register to vote
 2. November 1, 2022 – Last day to apply for an absentee or mail in ballot
 3. November 8, 2022 – Deadline to return absentee or mail in ballot by 8pm
- Jim Chorney updated the Commissioners on the Appalachian Regional Commission, small Business Initiative and the WIC programs

QUESTIONS FROM THE PRESS- N/A

QUESTIONS FROM TAXPAYERS –

Marcia Steis asked what COVID ARPA is - **M. Fritz Lecker stated that ARPA stands for American Rescue Plan Act and the County had received funds that had very specific uses listed for the spending of those funds**

ADJOURN MEETING –

The meeting was adjourned at 10:37 AM on a motion by Joseph C. Dagher, seconded by M. Fritz Lecker and carrying unanimously.

ATTEST: _____



Chief Clerk

**Next Meeting:
Tuesday, October 4, 2022
10:00 A.M.
Keystone Elk Country Visitor Center (Benzette, PA)
Discovery Room**

September 20, 2022

Elk County Retirement Board Meeting Minutes
Elk County, Ridgway, Pennsylvania

The Elk County Retirement Board met on Tuesday, September 20, 2022 at 11:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Connie Herzing, Deputy Treasurer; Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, IT and taxpayers and former County employees, Betty Manno and Marcia Steis.

Excused was Peggy Schneider, Treasurer.

APPROVAL OF MINUTES

M. Fritz Lecker made a motion to approve the minutes as presented seconded by Joseph C. Dagher and carried unanimously.

APPROVAL OF AGENDA

M. Fritz Lecker made a motion to approve the agenda as presented seconded by Matthew G. Quesenberry and carried unanimously.

FORMALITY

Commissioners Joseph Dagher, Fritz Lecker, Matt Quesenberry; Treasurer, Peggy Schneider and Chief Clerk Patrick E. Straub comprise the members of the Retirement Board.

Joseph Dagher is the Chairperson of the Retirement Board as he is the Chairperson for the County Commissioners.

NEW BUSINESS -

1. Discuss proposed changes to current investment strategy of Retirement Plan - **Matthew G. Quesenberry explained that since 1981 C. S. McKee has been the County's investment manager. The County is looking at options for investment manager(s) and while at the CCAP Conference in August there was an opportunity to meet with several vendors in addition to talk with other County Commissioners and discuss the matter. Several ideas are being considered such as having more than one (1) investment manager, or giving C. S. McKee objectives to meet. M. Fritz Lecker went on to say that every year the County is required to make a Defined Contribution to keep the pension plan fully funded. Last year the Defined Contribution was around \$600,000 and is projected to increase each year reaching a million dollars in just a few short years. Marcia Steis asked if there was going to be a change to the current regulation that an employee with twenty (20) years of service and fifty-five (55) years old being eligible to retire. Joseph Dagher explained that is currently a state statute so there would be no change. Marcia Steis questioned where the money for the Defined Contribution came from with M. Fritz Lecker replying the General Fund. Patrick Straub explained that each department**

was asked to reduce their budget 7% for 2023. Marcia Steis asked about a COLA for retirees on the pension plan. Matthew G. Quesenberry explained that is at the discretion of the Board of Commissioners and is revisited every three (3) years. Patrick Straub explained that the County's pension is very, very conservatively managed with a blend of 60% stocks and 40% bonds. Marcia Steis asked what happens if the County can't meet their pension obligations and Matthew G. Quesenberry responded that property taxes would have to be raised and that isn't a road we want to go down. Patrick Straub stated this discussion today is to publically notify that different strategies are being looked at for the long term of the County's pension plan.

QUESTIONS FROM THE PRESS - N/A

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING

The meeting was adjourned at 11:31am on a motion by Joseph C. Daghir seconded by M. Fritz Lecker and carried unanimously.

ATTEST: _____



Chief Clerk

Next Meeting
Tuesday, January 3, 2023
Following Commissioners Meeting
In Conference Room No. 2
Courthouse Annex Building

October 4, 2022
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, October 4 2022 at 10:00 AM, at the Keystone Elk Country Visitor Center, Benezette, PA. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, IT; Marilyn Secco, Press; Jake Mercer, Press; Doug Ruffo, Benezette Township Supervisor and Krista Meyer, Benezette Township Secretary.

This meeting was not available via Zoom due to the remote location.

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Joseph C. Dagher, carrying unanimously.

Joseph C. Dagher made a motion to approve the September 20, 2022 minutes as presented, seconded by Matthew G. Quesenberry and carried unanimously.

PRESENTATIONS- We would like to acknowledge KECA for agreeing to host our meeting at their facility today – This facility is one of the crown jewels of the PA Wilds stated M. Fritz Lecker

RESOLUTIONS-

1. Supporting Operation Green Light for Veterans: Resolution 2022-08– **Operation Green Light for Veterans is a national program initiated through NACo, National Association of Counties to show support for Veterans. The meaning of the green light is to let Veterans know they can come to any home or business displaying the green light for assistance. The Elk County Courthouse will be shining Green Lights for Veterans. Joseph C. Dagher made a motion to approve Resolution 2022-08 Operation Green Light for Veterans, M. Fritz Lecker seconded the motion which carried unanimously.**
2. Implement Act 57 of 2022 Property Tax Penalty Waiver Provisions 2022-09 – **Act 57 of 2022 waives the late penalty on property taxes during the transfer of that property. M. Fritz Lecker made a motion to approve Resolution 2022-09 Act 57 of 2022 Property Tax Penalty Waiver Provisions which was seconded by Joseph C. Dagher and carried unanimously.**

OLD BUSINESS-N/A

NEW BUSINESS-

1. Renewal contract with Alcohol and Drug Abuse Services, Inc. for FY 22/23 – **A motion was made by Joseph C. Dagher to accept the renewal contract with Alcohol and Drug Abuse Services, Inc. for FY 22/23, seconded by Matthew G. Quesenberry and carried unanimously.**
2. New contract for CYS with The Bair Foundation of Pennsylvania, Inc. for FY 22/23 – This is a foster care/kinship care contract - **A motion was made by Joseph C. Dagher to accept the new contract with The Bair Foundation of Pennsylvania, Inc. for FY 22/23, seconded by Matthew G. Quesenberry and carried unanimously.**
3. Renewal contract for CYS with Merakey Pennsylvania for FY 22/23 – This is a foster care contract - **A motion was made by Joseph C. Dagher to accept the renewal contract with Merakey Pennsylvania for FY 22/23, seconded by Matthew G. Quesenberry and carried unanimously.**

APPROVAL OF THE BILLS: September 18, 2022 through September 30, 2022

- **General Fund** \$219,609.92
- **Human Service Development Blk** \$12,500.00
- **COVID ARP** \$43,819.65
- **Transportation Block Grant** \$571,678.00
- **Gas Well Impact Fee** \$10,000.00
- **Hazardous Material Response** \$160.04
- **E-911 Wireless Fund** \$5,384.42
- **Northern Tier Regional Tele Project** \$1,748.52

➔ **Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by M. Fritz Lecker and carried unanimously.**

CORRESPONDENCE-

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

GOOD OF THE COUNTY –

- A final report was received from the Department of the Auditor General regarding the recently completed 4 year Auditor General audit of Elk County Register of Wills, Recorder of Deeds, and Clerk of the Orphan's Court office. This audit covered the years 2018 through 2021; two of which were under former Register/Recorder, Pete Weidenboerner's helm and 2 under current office holder Lee Neureiter. The report stated that there are no findings or comments. Our compliments to both Mr. Weidenboerner and Mr. Neureiter for their excellent handling of this critical county department.
- Elk County's Veterans Affairs Department will be honoring Purple Heart Recipients on Saturday, October 8th at the Kersey Community Center at 1pm.
- 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-

Marilyn Secco stated that the \$100 burial expense offered by the County to our Veterans needs to be improved upon as there has not been an increase in years. M. Fritz Lecker responded that there is a very tight budget the County has to operate within even though the Commissioners would like to be able to give more for the burial expense it isn't feasible at this time.

QUESTIONS FROM TAXPAYERS –

- Doug Ruffo, Benzette Township Supervisor asked the Board of Commissioners when the township should contact the Commissioners with a financial need. - Matthew G. Quesenberry suggested that they contact the Elk County Planning Department for assistance in sourcing funding for projects

ADJOURN MEETING –

The meeting was adjourned at 10:36 AM on a motion by Joseph C. Dagher, seconded by M. Fritz Lecker and carrying unanimously.

ATTEST:



Chief Clerk

**Next Meeting:
Tuesday, October 18, 2022
10:00 A.M.
Courthouse Annex
Conference Room #2**

**October 18, 2022
Office of the Elk County Commissioners
Meeting Minutes**

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, October 18 2022 at 10:00 AM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, IT; Becki Taylor, CDBG Coordinator; Kathy McClelland, Planning Office Manager/Housing Specialist; Bekki Titchner, Recycling Director; Billie Jo Weyant, Executive Director CAPSEA; Courtney Pahel, Parents As Teachers; Brian Linton, Dickinson; Amber Luchs, Dickinson; Dolly Wehler and Delphine Gerber, Wreaths Across America; Al Joe Melletto, Johnsonburg Borough; Ed Yahner, Sr. District Manager Waste Management; Marilyn Secco, Press; Brian Stockman, Press.

Those attending via Zoom were Tonette and Professor Terry Brawand.

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

M. Fritz Lecker made a motion to approve the October 4, 2022 minutes as presented, seconded by Joseph C. Dagher and carried unanimously.

PRESENTATIONS-

- Dolly Wehler and Delphine Gerber, representing Wreaths Across America, explained the history of the national program as well as the program locally. The local annual ceremony will be held on December, 17th at noon at the St. Mary's Catholic Cemetery. Donations can be sent to Wreaths Across America PO Box 364 St. Mary's, PA 15857. A check for \$500 was presented to the organization after the meeting.

RESOLUTIONS-

1. Domestic Violence Awareness Month October 2022 (Resolution # 2022-10) - **Billie Jo Weyant stated that the National Domestic Violence Awareness slogan is "Everyone Knows Someone", and that is very true, either you or someone you know has been a victim of domestic violence. M. Fritz Lecker made a motion to approve the Resolution, seconded by Joseph C. Dagher and carried unanimously.**
2. Recognizing and Commemorating the 77th Anniversary of National Disability Awareness Month (Resolution #2022-11) – **Brian Linton spoke of the employment programs through Dickinson that is available for those with disabilities. Joseph C. Dagher**

made a motion to approve the Resolution, seconded by Matthew G. Quesenberry and carried unanimously.

3. **2022 CDBG Application (Resolution #2022-12) - Becki Taylor discussed the projects that are slated and the associated costs with those projects. Joseph C. Dagher made a motion to approve the Resolution, seconded by M. Fritz Lecker and carried unanimously.**
4. **The Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund PHARE/ACT 13 of 2012 Impact Fee Act (Resolution 2022- 13) - Kathy McClelland stated that with the recent purchase, by CAPSEA, of the Masonic Temple Building in Ridgway there is a need to replace the 100+ year old elevator in the building. Joseph C. Dagher made a motion to approve the Resolution, seconded by Matthew G. Quesenberry and carried unanimously.**
5. **The Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund PHARE/ACT 13 of 2012 Impact Fee Act (Resolution 2022- 14) - Kathy McClelland explained that these funds would be used for slum and blight rehabilitation as well as accessibility. M. Fritz Lecker made a motion to approve the Resolution, seconded by Joseph C. Dagher and carried unanimously.**
6. **Modification to the FY 2019 CDBG Entitlement (Resolution 2022-15) - Becki Taylor was requesting the modification to this entitlement to put towards a slum and blight project within Johnsonburg. Matthew G. Quesenberry seconded by Joseph C. Dagher and carried unanimously.**
7. **National Parents as Teachers Day, November 8, 2022 (Resolution 2022-16) - Courtney Pahal spoke about the Parents as Teachers Program in Elk County - Joseph C. Dagher made a motion to approve the Resolution, seconded by M. Fritz Lecker and carried unanimously.**

OLD BUSINESS-N/A

NEW BUSINESS-

1. **Bid opening for Recycling Center's Drop – Off Recycling Collection Contract - Bekki Titchner explained that request for bids on the project go out every three (3) years and it is for the transportation of the roll-offs for the drop off locations. The current contract expires January 31, 2023. One (1) bid was received, from Waste Management for \$41,549.78. This contract was tabled, pending review of the Solid Waste Authority's review.**

2. Application for Liquid Fuels Tax Funds in the amount of \$6,000 for Millstone Township towards the purchase of 2022 stone – Total cost of the purchase is \$9,750.00 - **A motion was made by M. Fritz Lecker to approve the application for \$6,000 for Millstone Township, seconded by Joseph C. Dagher and carried unanimously.**

3. Ratification of Agreement with The County of Cameron to provide sharing by Elk of its 911 communication system with Cameron – This is a 5 year agreement from 2023 through 2027 – **Patrick Straub explained that the County of Elk leases it's people and equipment for all 911 services to the County of Cameron. M. Fritz Lecker made a motion to ratify the agreement, seconded by Matthew G. Quesenberry and carried unanimously.**

4. New contract for CYS with Dickinson Center, Inc. Forensic Mental Health Evaluations for FY 22/23 - **Joseph C. Dagher made a motion to approve the contract, seconded by M. Fritz Lecker and carried unanimously.**

APPROVAL OF THE BILLS: October 1, 2022 through October 15, 2022

• General Fund	\$129,882.84
• Liquid Fuel	\$24,000.00
• Co of Elk Work Release	\$583.70
• Co of Elk Substance Abuse	\$250.00
• COVID ARP	\$3,333.33
• Federal Social Service/Emergency Shelter	\$6,954.00
• Gas Well Impact Fee	\$16,314.11
• Hazardous Material Response	\$284.71
• E-911 Wireless Fund	\$27,006.25
• Law Enforcement Dispatch	\$113,276.63
• Northern Tier Regional Tele Project	\$34,518.81
• Co of Elk Integrity	\$98.89

➔ Joseph C. Dagher made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.

CORRESPONDENCE-

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

GOOD OF THE COUNTY –

- The employees of the County of Elk will be completing the fall clean-up of their section of highway for the Adopt-A-Highway program on Friday, October 28, 2022.
- 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

QUESTIONS FROM TAXPAYERS –

- United Way Operations Update – Excused but will be attending a future meeting

ADJOURN MEETING –

The meeting was adjourned at 10:48 AM on a motion by Joseph C. Dagher, seconded by M. Fritz Lecker and carrying unanimously.

ATTEST:



Chief Clerk

**Next Meeting:
Tuesday, November 1, 2022
10:00 A.M.
Courthouse Annex
Conference Room #2**

November 1, 2022
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, November 1, 2022 at 10:00 AM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, IT; Bekki Titchner, Recycling Director; Peggy Schneider, Treasurer; Tracy Gerber, Planning Director; Nancy Baker, CYS Director; Marilyn Secco, Press and Jake Mercer, Press.

Those attending via Zoom were Ernestine and Professor Terry Brawand.

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

Matthew G. Quesenberry made a motion to approve the October 18, 2022 minutes as presented, seconded by M. Fritz Lecker and carried unanimously.

PRESENTATIONS - N/A

RESOLUTIONS - N/A

OLD BUSINESS -

1. Bekki Titchner had explained at the October 18, 2022 Commissioner's meeting that request for bids on this project go out every three (3) years and it is for the transportation of the roll-offs for the drop off locations. The current contract expires January 31, 2023. Bids were opened at the October 18th meeting. One (1) bid was received, from Waste Management for \$41,549.78. This contract was tabled at the October 18, 2022 meeting, pending review of the Solid Waste Authority's review. **Bekki Titchner stated that the Solid Waste Authority voted unanimously to accept Waste Management's contract effective February 1, 2023 for a term of three (3) years – A motion was made by M. Fritz Lecker to approve the contract with Waste Management effective February 1, 2023 for a period of three (3) years for \$41,549.78, seconded by Matthew G. Quesenberry and carried unanimously.**

NEW BUSINESS-

1. Request for a reappointment to the Elk County Housing Authority for a term of five (5) years beginning 1/1/2023 through 12/31/2028 by Duane E. Duffy. - **M.**

Fritz Lecker explained that Mr. Duffy had been appointed to fill a vacancy in the past year and this action would make him a full board member - A motion was made by M. Fritz Lecker to approve the reappointment of Duane E. Duffy to the Elk County Housing Authority for a five (5) year term beginning 1/1/2023 through 12/31/2028 which was seconded by Joseph C. Dagher and carried unanimously

2. **Agreement with MCM Consulting to provide professional services for Elk County's Hazard Mitigation Plan update - Joseph C. Dagher made a motion, seconded by Matthew G. Quesenberry to accept the agreement with MCM Consulting to provide professional services for Elk County's Hazard Mitigation Plan update and the motion carried unanimously**
3. **Application for use of the Courthouse Lawn on November 25, 2022 by the Ridgway-Elk Chamber of Commerce for hot chocolate and cookies on Light up Night - A motion was made by M. Fritz Lecker to approve the application by the Ridgway-Elk Chamber of Commerce for hot chocolate and cookies during Light up Night on November 25, 2022, seconded by Joseph C. Dagher and carried unanimously**
4. **Renewal contract for CYS with Summit School, Inc., a residential placement facility, for FY 22/23 – Nancy Baker explained that this is a residential placement facility for male juvenile delinquents – On a motion by M. Fritz Lecker to approve the renewal contract with Summit School Inc. for CYS for FY 22/23 and seconded by Joseph C. Dagher the motion carried unanimously**
5. **Renewal contract for CYS with Community Specialists Corporation, a residential placement facility, for FY 22/23 - Nancy Baker explained that this is a residential placement facility for female juvenile delinquents - On a motion by M. Fritz Lecker to approve the renewal contract with Community Specialists Corporation for CYS for FY 22/23 and seconded by Joseph C. Dagher the motion carried unanimously**
6. **New contract for CYS with Alternative Community Engagement Solutions, LLC, for assessments, evaluations, etc., for FY 22/23 - Nancy Baker explained that they provide sexual offense evaluations for our youth and adults - On a motion by M. Fritz Lecker to approve the new contract with Alternative Community Engagement Solutions, LLC for CYS for FY 22/23 and seconded by Joseph C. Dagher the motion carried unanimously**
7. **Renewal contract for CYS with CAC of McKean County, for interviews of Child Abuse cases, for FY22/23 - Nancy Baker explained that they are the provider CYS and law enforcement utilize to have youth go for a forensic interview when there has been an allegation of abuse or neglect - On a motion by M. Fritz Lecker to approve the renewal contract with CAC of McKean County for CYS for FY 22/23 and seconded by Joseph C. Dagher the motion carried unanimously**

APPROVAL OF THE BILLS: October 16, 2022 through October 28, 2022

- **General Fund** \$387,099.03
- **County of Elk/Drug & Alcohol** \$988.52
- **Co of Elk Work Release** \$563.99
- **Human Service Development Blk** \$12,500.00
- **COVID ARP** \$17,209.00
- **Transportation Block Grant** \$200,832.00
- **Gas Well Impact Fee** \$7,500.00
- **2018 CDBG** \$1,944.24
- **2020 CDBG** \$57,935.35
- **2019 CDBG** \$196,694.93
- **Hazardous Material Response** \$1,282.77
- **E-911 Wireless Fund** \$206,454.80
- **Northern Tier Regional Tele Project** \$221,274.78
- **Co of Elk Integrity** \$9,288.74

➔ **Matthew G. Quesenberry made a motion to approve the payment of the bills listed above seconded by M. Fritz Lecker and carried unanimously.**

CORRESPONDENCE-

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

1. Notification received from Domtar notifying the County of Elk of its submittal of a Title V Operating Permit Renewal Application to the Pennsylvania Department of Environmental Protection.
2. Correspondence received from St. Mary's Carbon Company as notification of an application to the Pennsylvania Department of Environmental Protection Bureau of Air Quality Control for a permit renewal.
3. Notification from WHM Consulting, LLC of their intent to submit an application to the Pennsylvania Department of Environmental Protection for the Elk Creek Streambank Stabilization Project in the City of St. Mary's.

4. GPI sent notification that Ridgway Borough will be submitting a permit application for the renewal of its NPDES Permit.

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.
- Get out and vote next Tuesday, November 8th, polls open at 7am and close at 8pm

QUESTIONS FROM THE PRESS-

Marilyn Secco asked what Co of Elk Integrity listed under the bills stood for – **Patrick Straub explained that this item was payment of election expenses eligible under the Integrity Grant funds received earlier this year.**

QUESTIONS FROM TAXPAYERS N/A

ADJOURN MEETING –

The meeting was adjourned at 10:13 AM on a motion by M. Fritz Lecker, seconded by Matthew G. Quesenberry and carrying unanimously.

ATTEST: _____



Chief Clerk

**Next Meeting:
Tuesday, November 15, 2022
10:00 A.M.
Courthouse Annex
Conference Room #2**

November 1, 2022
Meeting Minutes

Elk County Salary Board
Elk County, Ridgway, Pennsylvania

The Elk County Salary Board met on Tuesday, November 1, 2022 immediately following the Commissioner's 10am meeting in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Peggy Schneider, Treasurer; Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; LeeAnn Covac, Court Administrator; Shawn T. McMahon, President Judge; Dan Rimer, IT; Jake Mercer, Press and Marilyn Secco, Press.

Attending via Zoom were Professor Terry Brawand and Jeffrey Washington.

M. Fritz Lecker made a motion to approve the agenda as presented seconded by Peggy Schneider and carried unanimously.

Joseph C. Dagher made a motion to approve the minutes as presented seconded by M. Fritz Lecker and carried unanimously.

OLD BUSINESS: N/A

NEW BUSINESS –

1. Eliminate the Office Assistant position in the Veterans Affairs Department effective 11/01/2022 – **When the Assistant Veteran Affairs Director position was created by the Salary Board, the original intent was to collapse the Office Assistant position within the office but it wasn't at that time. This action is to collapse that position. Two open positions remain within the VA Office; Director and Assistant Director. Matthew G. Quesenberry made a motion to collapse the VA Office Assistant position seconded by M. Fritz Lecker and carried unanimously.**
2. Create one (1) full time Enforcement Officer in the Domestic Relations department effective 01/01/2023 at J. L. Nick Salary Grade L. – **A motion was made by Matthew G. Quesenberry to create one (1) full time Enforcement Officer in the Domestic Relations department effective 1/1/23 at J.L. Nick Salary Grade L, seconded by Joseph C. Dagher and carried unanimously. With this additional position the total number of Enforcement Officers will be three (3).**
3. Eliminate the Office Assistant position in the Domestic Relations department effective 11/01/2022 - **Joseph C. Dagher made a motion to eliminate the Office Assistant position in the Domestic Relations department effective 1/1/23, seconded by M. Fritz Lecker and carried unanimously.**

QUESTIONS FROM THE PRESS – Marilyn Secco asked about the consolidation of the Domestic Relations departments of Elk and Cameron Counties. Shawn T. McMahon, President Judge explained that the consolidation is in progress and the courts are working with the state to make this transition.

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING - On a motion by Peggy Schneider seconded by M. Fritz Lecker and carrying unanimously the meeting was adjourned.

ATTEST: _____



Chief Clerk

**Next Meeting
Tuesday, December 6, 2022
Following Commissioners Meeting
In Conference Room No. 2
Courthouse Annex Building**

November 15, 2022
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, November 15, 2022 at 10:00 AM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, IT; Al Jo Melletto, Johnsonburg Borough; Mary Margaret Foradora, DRS Director; LeeAnn Covac, Court Administrator; Marilyn Secco, Press and Jake Mercer, Press.

Those attending via Zoom were Connie Herzing, Deputy Treasurer; Lee Neureiter, Register and Recorder; iPhone and Professor Terry Brawand.

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

Joseph C. Dagher made a motion to approve the November 1, 2022 minutes as presented, seconded by M. Fritz Lecker and carried unanimously.

PRESENTATIONS - N/A

RESOLUTIONS - N/A

OLD BUSINESS -N/A

NEW BUSINESS-

1. Adoption of 2023 Calendar – **The Elk County 2023 Calendar was approved unanimously on a motion made by Joseph C. Dagher and seconded by Matthew G. Quesenberry**
2. Ratification of 2023 Life, AD&D and Short Term Disability benefits for County of Elk employees - **Patrick Straub explained that in September the County sent out a request for proposals for the ancillary benefits for the County's employees with two (2) objectives in mind, to save the County money and have a local agent support those coverages. Effective January 1, 2023 the new provider will be The Hartford Company at a savings of \$35,464 per year while the coverages will remain the same for the employees. Joseph C. Dagher made a motion, seconded by Matthew G. Quesenberry to move the provider of the ancillary benefits to The Hartford Company effective January 1, 2023. The motion carried unanimously.**
3. Application for use of the Courthouse Lawn retroactive to November 7, 2022 through January 15, 2023 for Holiday displays including trees, deer and nativity

- by the Ridgway Heritage Council – **A motion was made by M. Fritz Lecker, seconded by Joseph C. Dagher and carried unanimously to approve the use of the Courthouse lawn for Holiday displays by the Ridgway Heritage Council.**
4. Application for Liquid Fuels Tax Funds in the amount of \$6,000 for Benzette Township towards the purchase of four (4) loads of Sodium Chloride (Bulk Road Salt) – Total estimated cost of the purchase is \$8,000.00 – **A motion was made by Matthew G. Quesenberry, seconded by M. Fritz Lecker to approve the application for Liquid Fuels Tax Funds in the amount of \$6,000 for Benzette Township and the motion carried unanimously.**
 5. Application for Elk County Tourism Marketing Grant for Elk County Wilds Tourism Association in the amount of \$3,000.00 – **A motion by Joseph C. Dagher, seconded by M. Fritz Lecker to approve the application for Elk County Tourism Marketing Grant for Elk County Wilds Tourism Association in the amount of \$3,000.00 carried unanimously.**
 6. Renewal of existing agreement for the County of Elk to act as the lead agency for the TEFAP (The Emergency Food Assistance Program) administered by Northern Tier Community Action - **M. Fritz Lecker made a motion to renew the existing agreement for the County of Elk to act as the lead agency for the TEFAP (The Emergency Food Assistance Program) administered by Northern Tier Community Action, which was seconded by Matthew G. Quesenberry and carried unanimously.**
 7. Contract for CYS with Central Counties Youth Center, a secure detention facility for FY 22/23 – **A motion was made by Joseph C. Dagher, seconded by Matthew G. Quesenberry to approve the contract for CYS with Central Counties Youth Center, a secure detention facility for FY 22/23 and the motion carried unanimously.**
 8. Contract for CYS with Cornell Abraxas Group, LLC, a residential placement facility for FY 22/23 - **A motion was made by Joseph C. Dagher, seconded by Matthew G. Quesenberry to approve the contract for CYS with Cornell Abraxas Group, LLC, a residential placement facility for FY 22/23 with the motion carrying unanimously.**

APPROVAL OF THE BILLS: October 28, 2022 through November 10, 2022

- **General Fund** **\$170,470.08**
- **County of Elk/Drug & Alcohol** **\$523.33**
- **Co of Elk Work Release** **\$161.19**
- **Human Service Development Blk** **\$12,500.00**
- **COVID ARP** **\$46,209.00**
- **Transportation Block Grant** **\$200,832.00**

GOOD OF THE COUNTY

- A special thank you to all who helped the process of Election Day go smoothly. **Matthew G. Quesenberry thanked Election Director, Kim Frey, the poll workers and voters.**
- Press Release: Court Consolidates Domestic Relations Sections in Elk and Cameron Counties –**LeeAnn Covac explained the consolidation of Domestic Relations Sections in Elk and Cameron Counties.**
- The Commissioners wish to extend a heartfelt thank you to the Gary Strand family. The family recently paid to have 4 Keystone Honor plaques restored and re-set in the county. A dedication ceremony for the plaque newly installed in the Veteran’s Memory Garden on the Courthouse lawn was held on Thursday, November 10th in conjunction with Veteran’s Day. These plaques have a rich history and legacy in remembering and honoring our local men and women who served in World War I and World War II.
- 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-

Marilyn Secco asked if TEFAP (The Emergency Food Assistance Program) was in addition to the Food Bank. - **M. Fritz Lecker answered that it is but that the program is through the Food Bank.**

Jake Mercer asked how far the geographical reach goes for the Central Counties Youth Center and Cornell Abraxas Group, LLC. - **M. Fritz Lecker explained that youth that have been assessed to be in need of services would go to the provider able to best help and that could even be an out of state facility.**

QUESTIONS FROM TAXPAYERS N/A

ADJOURN MEETING –

The meeting was adjourned at 10:23 AM on a motion by M. Fritz Lecker, seconded by Matthew G. Quesenberry and carrying unanimously.

ATTEST: _____



Chief Clerk

**Next Meeting:
Tuesday, December 6, 2022
10:00 A.M.
Courthouse Annex
Conference Room #2**

December 6, 2022
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, December 6, 2022 at 10:00 AM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, IT; LeeAnn Covac, Court Administrator; Scott Atwell, Warden; Doug Gaffey, St. Mary's Area United Way; Marilyn Secco, Press and Jake Mercer, Press.

Those attending via Zoom were iPhone and Professor Terry Brawand, Ernestine, Darryl Smith and Mr. Bizzak.

M. Fritz Lecker made a motion to approve the agenda as presented and seconded by Matthew G. Quesenberry, carrying unanimously.

M. Fritz Lecker made a motion to approve the November 15, 2022 minutes as presented, seconded by Joseph C. Dagher and carried unanimously.

PRESENTATIONS - N/A

RESOLUTIONS –

- Local Match for State Operating Financial Assistance for Area Transportation Authority (ATA) for FY 23/24 – **Resolution 2022-17 for the Local Match for State Operating Financial Assistance for Area Transportation Authority (ATA) for FY 23/24 in the amount of \$77,512.00 had a motion presented by M. Fritz Lecker, seconded by Matthew G. Quesenberry, carrying unanimously.**
- Consolidation of the Domestic Relations offices within the 59th Judicial District - **Joseph C. Dagher made a motion to accept Resolution 2022-18, Consolidation of the Domestic Relations offices within the 59th Judicial District effective January 1, 2023, seconded by Matthew G. Quesenberry and carrying unanimously.**

OLD BUSINESS –N/A

NEW BUSINESS-

1. The terms of Board members Charles L. Veronesi and Carl R. Johnson to the Elk County Industrial Development Authority will expire on December 31, 2022. A request has been made to extend the terms of office for both board members, Mr. Veronesi's term through December 31, 2026 and Mr. Johnson's term through December 31, 2027. – **A motion was made by Joseph C. Dagher, seconded by Matthew G. Quesenberry to extend the terms of Board members Charles L. Veronesi and Carl R. Johnson to the Elk**

County Industrial Development Authority with Mr. Veronesi's term through December 31, 2026 and Mr. Johnson's term through December 31, 2027. Solicitor Wagner questioned the difference in the expiration dates of the terms stating customarily the term would be for five (5) years and this matter should be investigated. Matthew G. Quesenberry suggested the motion be tabled until the December 20, 2022 Commissioner meeting. Joseph C. Dagher made a motion to withdraw the motion, seconded by Matthew G. Quesenberry, carrying unanimously. M. Fritz Lecker made a motion to table the matter until the terms expiration dates could be investigated. Joseph C. Dagher seconded the motion, and it carried unanimously.

2. The terms of Board members Thomas Buck and Sandy Lawrie to the Elk County Solid Waste Authority will expire December 31, 2022. A request has been submitted to approve a new five-year term for both Mr. Buck and Ms. Lawrie effective January 1, 2023. – **A motion by M. Fritz Lecker, seconded by Matthew G. Quesenberry to approve a five-year term for Thomas Buck and Sandy Lawrie to the Elk County Solid Waste Authority carried unanimously.**
3. A new three (3) year contract with Westlaw to provide legal research services for The County of Elk prisoners requested by the Court Administrator. - **Tom Wagner explained that Pennsylvania law requires legal research services be available to inmates and that the print style books are no longer being kept but moving to the online services. LeeAnn Covac stated that the proposal before the board currently is a locked down version restricting the ability to view other links while on the internet. Joseph C. Dagher made a motion to approve the new three (3) year contract with Westlaw to provide legal research services for The County of Elk prisoners, seconded by Matthew G. Quesenberry and carried unanimously.**
4. Renewal contract for CYS with Justice Works Youth Care, who provides three (3) programs, Nurturing Parenting, Just Care and Truancy. Nurturing Parenting teaches parent's skills and works on parent/child relationships. Just Care is a program that assists the Agency with visitation, transportation, assists with home conditions, etc. This is for FY 22/23. - **A motion by M. Fritz Lecker, seconded by Matthew G. Quesenberry to approve the renewal contract for CYS with Justice Works Youth Care, who provides three (3) programs, Nurturing Parenting, Just Care and Truancy for FY 22/23 with the motion carrying unanimously.**
5. Renewal contract for CYS for FY 22/23 with Edmund L. Thomas Adolescent Center, a detention center in Erie, PA that is used for JPO youth in the initial two (2) weeks of placement prior to the youth going to a group home/alternate placement. - **A motion by M. Fritz Lecker, seconded by Joseph C. Dagher to approve the renewal contract for CYS for FY 22/23 with Edmund L. Thomas Adolescent Center, a detention center in Erie, PA with the motion carrying unanimously.**
6. Request by Warden Atwell for a renewal Inmate Housing Agreement with Clinton County. - **M. Fritz Lecker asked Warden Atwell if there was an increase in the per day fee to which the Warden replied, no it remains at \$70 per day. A motion by Joseph C. Dagher to approve the renewal Inmate Housing Agreement with Clinton County was seconded by Matthew G. Quesenberry and carried unanimously.**

APPROVAL OF THE BILLS: November 11, 2022 through December 2, 2022

• General Fund	\$350,616.20
• Act 13 Marcellus Legacy Fund	\$1,415.10
• County of Elk/Drug & Alcohol	\$523.45
• Co of Elk Work Release	\$35.17
• Co of Elk Substance Abuse	\$100.00
• COVID ARP	\$16,193.41
• Fiscal Recovery Funds	\$7,625.00
• Gas Well Impact Fee	\$47,764.65
• PHFA (Phare Grant)	\$3,799.00
• 2020 CDBG	\$14,733.15
• Hazardous Material Response	\$397.89
• E-911 Wireless Fund	\$140,111.52
• Law Enforcement Dispatch	\$23,200.00
• Northern Tier Regional Tele Project	\$366,257.84
• Co of Elk Record Improvement	\$1,260.00
• Debt Fund	\$190,670.71

→ **M. Fritz Lecker made a motion to approve the payment of the bills listed above seconded by Joseph C. Dagher and carried unanimously.**

CORRESPONDENCE -

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

1. Pennsylvania Game Commission, Bureau of Habitat Management notified the County of Elk of the intent to submit an application to the Pennsylvania Department of Environmental Protection (DEP) for several projects.

GOOD OF THE COUNTY

- United Way update – **Doug Gaffey, St. Mary’s Area United Way thanked the Board of Commissioners for their support and explained that this year’s goal was an increase of \$10,000 over last year’s goal of \$160,000 and it’s looking to be on track to reach that new goal for 2022. There are 12-15 organizations that the United Way supports and that future fund raiser plans include a Steelers basketball game.**
- The 2023 Elk County Budget will be on display in the Commissioner’s Office for public inspection until 9:00am, December 27th, 2022.
- **UPCOMING COMMISSIONER MEETINGS***
 - December 20, 2022 Commissioner meeting scheduled for 10am is cancelled and rescheduled for 6:00pm.
 - December 20, 2022 **6:00pm** – Regular Commissioner meeting, including a Resolution to approve salaries for all Elected Officials for terms 2024-2027.
 - December 27, 2022 10:00am – Special Commissioner Meeting to approve 2023 Elk County Budget
 - January 3, 2023 10:00AM – Commissioner Reorganizational meeting, Commissioner meeting, , followed by a Salary Board meeting, and Annual Retirement Board meeting
 - *All meetings held in the Courthouse Annex building Conference Room#2.
- 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

QUESTIONS FROM TAXPAYERS N/A

ADJOURN MEETING –

The meeting was adjourned at 10:30 AM on a motion by M. Fritz Lecker, seconded by Matthew G. Quesenberry and carrying unanimously.

ATTEST:  Chief Clerk

**Next Meeting:
Tuesday, December 20, 2022
6:00 P.M. Courthouse Annex
Conference Room #2**

**December 6, 2022
Meeting Minutes**

**Elk County Salary Board
Elk County, Ridgway, Pennsylvania**

The Elk County Salary Board met on Tuesday, December 6, 2022 immediately following the Commissioner's 10am meeting in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Peggy Schneider, Treasurer; Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Scott Atwell, Warden; Dan Rimer, IT; Jake Mercer, Press and Marilyn Secco, Press.

Attending via Zoom were Professor Terry Brawand, Ernestine, Mr. Bizzak and iPhone (Jake Mercer).

M. Fritz Lecker made a motion to approve the agenda as presented seconded by Matthew G. Quesenberry and carried unanimously.

M. Fritz Lecker made a motion to approve the minutes as presented seconded by Joseph C. Dagher and carried unanimously.

OLD BUSINESS: N/A

NEW BUSINESS –

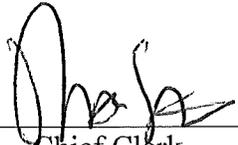
- Create one (1) Full Time Licensed Practical Nurse (LPN) position at the County Prison at a pay rate of \$21.62/hour. This is a forty (40) hour per week position. – **Warden Atwell stated he was requesting this position be created to lock down long term stability within the nursing staff for the inmates at the Elk County Prison. Patrick Straub noted the proposed effective date for the position is January 1, 2023 and that the position is currently an independent contracted position. This consideration would move the position from the independent contractor relationship to a County employee relationship. Peggy Schneider asked if the County was providing benefits to the person in the position, to which Patrick Straub replied, yes, full County benefits with a decrease in the current hourly wage to compensate for the benefits offered. On a motion from M. Fritz Lecker, seconded by Peggy Schneider the motion carried unanimously.**

QUESTIONS FROM THE PRESS – N/A

QUESTIONS FROM TAXPAYERS – N/A

ADJOURN MEETING - On a motion by Matthew G. Quesenberry seconded by M. Fritz Lecker and carrying unanimously the meeting was adjourned.

ATTEST: _____



Chief Clerk

**Next Meeting
Tuesday, April 4, 2023
Following Commissioners Meeting
In Conference Room No. 2
Courthouse Annex Building**

December 20, 2022
Office of the Elk County Commissioners
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, December 20, 2022 at 6:00 PM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph C. Dagher, M. Fritz Lecker and Matthew G. Quesenberry. Also physically present were Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, IT; Lee Neureiter, Register and Recorder; Marilyn Secco, Press and Jake Mercer, Press.

Those attending via Zoom were Connie Herzing and Mr. Bizzak.

Due to the need for an emergency contract for services for CYS, a motion was made by M. Fritz Lecker, seconded by Joseph C. Dagher, carrying unanimously to amend the previously posted Agenda to add under New Business Item # 10.

Matthew G. Quesenberry made a motion to approve the revised agenda, seconded by M. Fritz Lecker, carrying unanimously.

M. Fritz Lecker made a motion to approve the December 6, 2022 minutes as presented, seconded by Joseph C. Dagher and carried unanimously.

PRESENTATIONS - N/A

RESOLUTIONS –

- Resolution Number 2022-19 salaries for all Elected Officials for terms 2024-2027 – **A motion by Matthew G. Quesenberry, seconded by M. Fritz Lecker to approve Resolution 2022-19 setting the salaries for County Elected Officials from January 1, 2024 through December 31, 2027 with the motion carrying unanimously (See attached Resolution and Press Release)**

OLD BUSINESS –

1. The terms of Board members Charles L. Veronesi and Carl R. Johnson to the Elk County Industrial Development Authority will expire on December 31, 2022. A request has been made to extend the terms of office for both board members, Mr. Veronesi's term through December 31, 2026 and Mr. Johnson's term through December 31, 2027. – A motion was made by Joseph C. Dagher, seconded by Matthew G. Quesenberry to extend the terms of Board members Charles L. Veronesi and Carl R. Johnson to the Elk County Industrial Development Authority with Mr. Veronesi's term through December 31, 2026 and Mr. Johnson's term through December 31, 2027. Solicitor Wagner questioned the difference in the expiration dates of the terms stating customarily the term would be for five (5) years and this matter should be investigated. Matthew G. Quesenberry suggested the

motion be tabled until the December 20, 2022 Commissioner meeting. Joseph C. Daghir made a motion to withdraw the motion, seconded by Matthew G. Quesenberry, carrying unanimously. M. Fritz Lecker made a motion to table the matter until the terms expiration dates could be investigated. Joseph C. Daghir seconded the motion, and it carried unanimously. It has been confirmed with Cynthia Parsons, Recording Secretary of the Elk County Industrial Development Authority, that the request to extend the terms for Mr. Veronesi through December 31, 2026 and Mr. Johnson through December 31, 2027 is correct. – **With the confirmation of the correct terms of the appointments a motion was made by M. Fritz Lecker to extend the terms of Board members Charles L. Veronesi and Carl R. Johnson to the Elk County Industrial Development Authority with Mr. Veronesi's term through December 31, 2026 and Mr. Johnson's term through December 31, 2027. The motion was seconded by Joseph C. Daghir and carried unanimously.**

NEW BUSINESS-

1. CDBG FY 2019 - 704 Bridge Street Slum & Blight Demo Bid Announcement - **Matthew G. Quesenberry explained that there were five (5) bids received for the demolition of the property at 704 Bridge Street, Johnsonburg, PA, deemed to be slum and blight. With the bids expected to be less than \$25,000 it is not required that the bids be sealed. The lowest bidder, Bucktail Excavators of St. Mary's was awarded the project with a bid of \$12,495.00 on a motion by Joseph C. Daghir, seconded by M. Fritz Lecker and carried unanimously.**
2. As a result of the pending consolidation of Elk and Cameron County Domestic Relations Section of the 59th Judicial District, effective 1/1/2023, a new bank account will need to be opened. The current account will be closed and the balance of funds will be transferred to the new account. – **A motion was made by Matthew G. Quesenberry, seconded by M. Fritz Lecker to approve the Treasurer to open a new bank account for the consolidation of the Elk and Cameron County Domestic Relations Sections.**
3. A new Memorandum of Understanding (MOU) between the office of the Register and Recorder and Simplifile an e-recording company - **Lee Neureiter explained that this technology will allow Attorneys, Banks and Settlement Companies to send and receive mail electronically, including payments via ACH. This new service will be in addition to the in person delivery of documents and is at no cost to the County, the end user pays the fee. On a motion by M. Fritz Lecker to approve the MOU between the office of the Register and Recorder and Simplifile, seconded by Matthew G. Quesenberry the motion carried unanimously.**
4. Request by the Hotel Tax Committee to use \$20,400 of the County Room Tax Marketing Grant funds to pay for printing and distribution of the Elk Viewing Guides - **On a motion by M. Fritz Lecker to approve the request by the Hotel Tax Committee to use \$20,400 of the County Room Tax Marketing Grant funds to pay for printing and distribution of the Elk Viewing Guides, seconded by Joseph C. Daghir the motion carried unanimously.**
5. Request by the Hotel Tax Committee to use \$16,256 of the County Room Tax Marketing Grant funds to pay for printing and distribution of the Elk County Trail Maps - **On a**

motion by M. Fritz Lecker to approve the request by the Hotel Tax Committee to use \$16,256 of the County Room Tax Marketing Grant funds to pay for printing and distribution of the Elk County Trail Maps, seconded by Joseph C. Dagher the motion carried unanimously.

6. Request by the Hotel Tax Committee to consider an application received from the Elk County Riders for a grant in the amount of \$1,550.95 from the Elk County Tourism Marketing fund to rebuild their website and renewal of their domain. - **On a motion by M. Fritz Lecker to approve the request by the Hotel Tax Committee to consider an application received from the Elk County Riders for a grant in the amount of \$1,550.95 from the Elk County Tourism Marketing fund to rebuild their website and renewal of their domain, seconded by Joseph C. Dagher the motion carried unanimously.**
7. Request for eight (8) Burial Benefits, four (4) Widow Burial Benefits, five (5) Headstones and five (5) Expense Burial Benefits from the Veterans Affairs Office. – **A motion was made by Matthew G. Quesenberry to approve eight (8) Burial Benefits, four (4) Widow Burial Benefits, five (5) Headstones and five (5) Expense Burial Benefits from the Veterans Affairs Office, seconded by M. Fritz Lecker, carrying unanimously.**
8. Request from ATA to reappoint Dave Wolfe as a Director to the ATA’s Board of Directors for the time period January 1, 2023 through December 31, 2028. Dave has been a diligent and productive Board member who attends the Board meetings and Committee meetings which he is a member of. Dave is presently the Treasurer of the Authority. - **Matthew G. Quesenberry made a motion, seconded by M. Fritz Lecker to approve the request from ATA to reappoint Dave Wolfe as a Director to the ATA’s Board of Directors for the time period January 1, 2023 through December 31, 2028. The motion carried unanimously.**
9. Ratify Board of Commissioners approval of Russ Braun, Elk County Conservation District Chairman for: (a) Re-appointment of Joseph LaBant as Public Director for a term of 1/1/23 through 12/31/26, and Joseph Dagher as the Representative of the Commissioners for a term of 01/01/23 to 12/31/23; and, (b) New appointment of Thomas McMann as Public Director for term 01/01/23 to 12/31/26 - **M. Fritz Lecker made a motion to approve the recommendations of Russ Braun, Elk County Conservation District Chairman for: (a) Re-appointment of Joseph LaBant as Public Director for a term of 1/1/23 through 12/31/26, and Joseph Dagher as the Representative of the Commissioners for a term of 01/01/23 to 12/31/23; and, (b) New appointment of Thomas McMann as Public Director for term 01/01/23 to 12/31/26, Matthew G. Quesenberry seconded the motion, carrying unanimously. It should be noted that Joseph C. Dagher abstained from the vote. In addition, there is no financial benefits for his appointment to the Board.**
10. New contract with Children’s Center for Treatment from December 19, 2022 through December 31, 2022. This is a residential treatment facility through Beacon Light. – **An urgent need arose for a placement of a child in the care of CYS and this contract was added to the Agenda after it had been posted. M. Fritz Lecker made a motion to approve the new contract with Children’s Center for Treatment from December 19, 2022 through December 31, 2022, seconded by Joseph C. Dagher carrying unanimously.**

APPROVAL OF THE BILLS: December 5, 2022 through December 16, 2022

- **General Fund** \$283,545.82
- **Liquid Fuels** \$18,000.00
- **Act 13 Marcellus Legacy Fund** \$5,000.00
- **County of Elk/Drug & Alcohol** \$228.13
- **Co of Elk Work Release** \$2,594.20
- **Co of Elk Substance Abuse** \$200.00
- **COVID ARP** \$32,276.09
- **LATCF** \$98.97
- **Gas Well Impact Fee** \$2,500.00
- **Hazardous Material Response** \$2,517.94
- **E-911 Wireless Fund** \$145,028.22
- **Law Enforcement Dispatch** \$3,200.00
- **Northern Tier Regional Tele Project** \$248,404.75
- **Co of Elk Affordable Housing** \$5,545.00
- **Co of Elk Integrity** \$35,826.65

⇒ **M. Fritz Lecker made a motion to approve the payment of the bills listed above seconded by Matthew G. Quesenberry and carried unanimously.**

CORRESPONDENCE -

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

1. Domtar Paper Company, LLC notified the County of a Significant Operating Permit Modification Application
2. JHA Companies notified the County of the Johnsonburg Water Main Extension
3. Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency notified the County of an Amendment to the 2021 9-1-1 Statewide Interconnectivity Funding Grant Award

GOOD OF THE COUNTY

- The 2023 Elk County Budget will be on display in the Commissioner's Office for public inspection until 9:00am, December 27th, 2022.
- **UPCOMING COMMISSIONER MEETINGS***
 - December 27, 2022 10:00am – Special Commissioner Meeting to approve 2023 Elk County Budget
 - January 3, 2023 10:00AM – Commissioner meeting, Commissioner Reorganizational meeting, followed by a Salary Board meeting, and Annual Retirement Board meeting
 - *All meetings held in the Courthouse Annex building Conference Room#2.
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

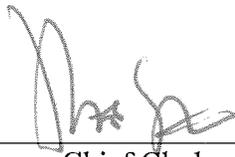
QUESTIONS FROM THE PRESS – N/A

QUESTIONS FROM TAXPAYERS N/A

ADJOURN MEETING –

The meeting was adjourned at 6:34 PM on a motion by Matthew G. Quesenberry, seconded by M. Fritz Lecker and carried unanimously.

ATTEST: _____



Chief Clerk

**Next Meeting:
Tuesday, December 27, 2022
10:00 A.M. Courthouse Annex
Conference Room #2**

COUNTY OF ELK

RESOLUTION NO. 2022- 19

FIXING THE SALARIES FOR COUNTY ELECTED OFFICIALS

(Effective January 1, 2024)

WHEREAS, in compliance with Section 10.1 of Act No. 113 of 1971, 16 Pa. C.S.A. 11011-10.1, the Board of County Commissioners have scheduled this public meeting for the purpose of fixing the salaries of the elected county officers for the terms of office beginning January 1, 2024;

AND WHEREAS, Section 10.1 requires that all salary increases be on a percentage basis and applied equally to all elected county offices, except for the lowest paid county official, for which a greater percentage increase is permitted;

AND WHEREAS, the County Coroner is the lowest paid county official;

NOW, THEREFORE, BE IT RESOLVED THAT the compensation of elected county officers are hereafter fixed according to the following schedule:

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
<u>Position:</u>				
	3%	3%	3%	3%
Commissioner	\$66,719.99	\$68,721.59	\$70,783.24	\$72,906.74
Register/Recorder	\$66,719.99	\$68,721.59	\$70,783.24	\$72,906.74
Prothonotary/Clerk of Courts	\$66,719.99	\$68,721.59	\$70,783.24	\$72,906.74
Treasurer	\$59,696.88	\$61,487.78	\$63,332.42	\$65,232.39
Sheriff	\$59,696.88	\$61,487.78	\$63,332.42	\$65,232.39
	18%	5%	5%	5%
Coroner	\$42,546.78	\$44,674.12	\$46,907.82	\$49,253.21

ADOPTED this 20th day of December, 2022, at a duly advertised meeting of the Board of County Commissioners of the County of Elk.

COUNTY OF ELK, by:







Board of County Commissioners

Attest:



Chief Clerk

-- PRESS RELEASE -- ELK COUNTY COMMISSIONERS

December 20, 2022

In a special meeting held at the courthouse annex in Ridgway on Tuesday, the Elk County Commissioners approved Elk County row office salaries for 2024-2027. These include all elected officials whose terms expire at the end of 2023.

Pennsylvania County Code requires that the Commissioners set salaries for these positions in the year prior to the election, or once every four years. "This provision ensures that an elected official can't fix their own salary during their term in office," explained Commissioner Matthew Quesenberry.

Offices affected are: Commissioners, Register of Wills/ Recorder of Deeds, Prothonotary/ Clerk of Courts, Treasurer, Sheriff and Coroner. These offices will receive a 3% annual pay increase each year from 2024 through 2027, with the exception of the Coroner.

The Commissioners approved a salary adjustment for the Elk County Coroner position as provided under the county code whereby the lowest paid elected office can be adjusted to a percentage differently than all other row offices. The Coroner will receive an 18% increase in 2024, and then 5% increase each year 2025, 2026 and 2027. This adjustment allows the position to reflect a salary based on current market rates.

This increase is due to many factors, but the fact remains that the Coroner position has changed significantly over the last decade. In 2008, there was a caseload of 61 deaths. In 2021, this number increased to 170 deaths, or a 179% jump. The demand for data reporting across the board has also increased, including all traffic deaths to the PA Department of Transportation (PA DOT), drug overdoses to the federal Drug Enforcement Administration (DEA) and PA Department of Drug and Alcohol Programs (DDAP), along with many varied requests for other specific data such as maternal deaths of pregnant women, suicide data amongst veterans, etc. Requests for cremation authorizations has increased steadily as well. Reporting required data, calls to insurance companies, attorneys, courts, federal and state agencies and mental health facilitators are handled by the Coroner personally.

In voting Tuesday the annual salaries for Commissioner, Register/ Recorder and Prothonotary will be set at \$66,720 in 2024 and increase to \$72,907 by 2027; salaries of Treasurer and Sheriff will be set at \$59,697 to \$65,232 over the same period. The Coroner position will receive an increase to \$42,547 in 2024 and \$49,293 by 2027.

December 27, 2022 – Special Meeting for Consideration of the 2023 Budget

Office of the Elk County Commissioners Meeting Minutes

Elk County, Ridgway, PA

The Elk County Commissioners met on Tuesday, December 27, 2022 at 10:00 AM, Conference Room #2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners M. Fritz Lecker and Matthew G. Quesenberry; Patrick Straub, Chief Clerk; Kary Schneider, Deputy Chief Clerk; Jim Abbey, IT; Marilyn Secco, Press and Jake Mercer, Press.

Excused was Commissioner Joseph C. Dagher.

Those attending via Zoom were Mr. Bizzak.

Matthew G. Quesenberry made a motion to approve the agenda as presented and seconded by M. Fritz Lecker, carrying unanimously.

NEW BUSINESS-

- 1. Review and consider for adoption the County of Elk 2023 Budget – On a motion by Matthew G. Quesenberry to adopt the 2023 County of Elk Budget as presented, seconded by M. Fritz Lecker the motion carried unanimously**

GOOD OF THE COUNTY

- **UPCOMING COMMISSIONER MEETINGS**
 - January 3, 2023 10:00AM – Commissioner meeting, followed by a Salary Board meeting, and Annual Retirement Board meeting
 - *All meetings held in the Courthouse Annex building Conference Room#2.
- 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 –

Discussion was held with the Commissioners on the following questions;

- **When will the rising costs of goods catch-up to the funds budgeted for the expenses**
- **Has the budget process changed due to COVID and if so, how**
- **Is the Prison renovation is still forthcoming**
- **How has the Domestic Relation consolidation affected the budget**

QUESTIONS FROM TAXPAYERS - N/A

ADJOURN MEETING – The meeting was adjourned at 10:29 AM on a motion by Matthew G. Quesenberry, seconded by M. Fritz Lecker and carried unanimously.

ATTEST: _____



Chief Clerk

**Next Meeting:
Tuesday, January 3, 2023
10:00 A.M. Courthouse Annex
Conference Room #2**