

**April 17, 2025**

**Office of the County of Elk Commissioners**

**Meeting Minutes**

**Elk County, Ridgway, PA**

The County of Elk Commissioners met on Thursday, April 17, 2025 at 10:00 AM, County of Elk Courthouse Annex, Thomas G. Wagner Conference Room. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners M. Fritz Lecker, Matthew G. Quesenberry and Gregory J. Gebauer. Also present were Rick Brown, Solicitor; Patrick Straub, Chief Clerk; Emily Anders, Office Administrator; Calvin Moore, IT Director; Matthew Frey, Treasurer; Terrie Notarianni and Rose Ann Ehrensberger, Emergency Services; Darla Dippold and Nancy Zamerowski, Assessment Office; Becki Taylor, CDBG Coordinator; Jim Chorney, North Central Regional Planning; Karin Pfingstler, Penn Highlands; Sam and Terry Brawand, Guests; and Marilyn Secco, Press.

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF MINUTES**— April 3, 2025 Commissioners Meeting

**M. Fritz Lecker abstained as she was excused from this meeting. Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**

### **PRESENTATIONS**

1. National Public Telecommunicators Week - April 13th - 19<sup>th</sup>. **Motion by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously. Rose Ann Ehrensberger and Terrie Notarianni accepted the Proclamation.**

### **RESOLUTIONS** —

1. Resolution 2025-03: Request by Planning, Modifications to the FY 2024 CDBG Application. **Becki Taylor stated the funds were being modified to delete the Jones Township Meter Project and allocate the funding to the Johnsonburg Borough Market Street Slum & Blight Project and the Johnsonburg Borough Bridge Street Sidewalk Project. Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
2. Resolution 2025-04: Request by Planning, Modification to the FY 2021 CDBG Application. **Becki Taylor stated the funds were moved from the Johnsonburg West Center Storm Water Project and added to the Johnsonburg Business District Sidewalk Project. Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**

### **OLD BUSINESS**

1. Request by Assessment, new contract with Vision Government Solutions, Inc. for Vision 8 CAMA (Computer Assisted Mass Appraisal) software purchase, implementation and training for a one-time fee of \$169,200.00. (Modified amount from \$188,000.00)
2. Request by Assessment, new contract with Vision Government Solutions, Inc. for Vision 8 CAMA software annual subscription fee of \$35,775.00, and annual subscription fees for add-on services; One Map Assessor Extension, OneMap Addressing Extension and DataScout Web Hosting for \$32,750.00 (Modified amount from \$39,750.00); and Cloud Hosting for \$12,000.00

**Old Business 1 and 2 were voted on together. Patrick Straub stated these programs are needed in the Assessment office. Current software is outdated. Darla Dippold stated it would improve productivity. Motion by Matthew G. Quesenberry, second by M. Fritz Lecker and carried unanimously.**

#### **NEW BUSINESS**

1. Request by Assessment, upgrade to contract between RBA Professional Data Systems, Inc. and Elk County for eDelinquent Tax Claims Management Software in the amount of \$11,650.00 (one-time license fee). Annual maintenance for this contract is \$17,500.00, which will be prorated based on install date. **Motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
2. Request by Assessment, upgrade to contract between RBA Professional Data Systems, Inc. and Elk County for Current Year Tax Management Software in the amount of \$11,650.00 (one-time fee). Annual maintenance for this contract is \$11,250.00 which will be prorated based on install date. **Motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
3. Request by Assessment, contract agreement between RBA Professional Data Systems, Inc. and Elk County to perform all 3rd party real estate and per capita tax billing services to include; verify information on tax bills, update & maintain billing information, obtain current millage rates from all taxing districts, verify counts/ assessed values to match certified assessment file, and prepare all PDF files for export to print vendor. Cost for the first year is \$2,092.50. **Motion by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously.**
4. Application for an allocation of County Liquid Fuel Tax funds in the amount of \$7,000.00.
  - a. Request by Millstone Township for stone.
  - b. Request by Benetzette Township for Porcupine Road 2A Topcoat.
  - c. Request by Fox Township for paving.
  - d. Request by Jones Township for PA-2A Limestone Contract.

**All New Business 4 items were voted on together. Motion by Matthew G. Quesenberry, second 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**

- We welcome and encourage the public to attend our meetings.
- County offices will be closed tomorrow in honor of Good Friday.
- National Day of Prayer is Thursday, May 1, 2025. A prayer service will be held at the Methodist Church Pavilion on South Michael Road in St. Marys at 6:30PM.
- America250PA Liberty Bell is currently at the Elk County Catholic Elementary School.
- The County has upgraded their website. The new site IS LIVE can be found at [countyofelkpa.gov](http://countyofelkpa.gov). The County is making every effort to provide the taxpayers with access to each of our departments, create an interactive experience, and provide useful resources and data.
- 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**

### **COMMENTS FROM TAXPAYERS**

1. Karin Pfingstler discussed the Western PA Rural Health Summit that was recently attended.
2. Jim Chorney spoke of a conference recently attended by Matthew G. Quesenberry, Chair for the North Central Planning Board.
3. Sam and Terry Brawand commented on the Brawand estate, the 911 Emergency Communication Tower in Rasselas area, and ARPA monies.

### **ADJOURN MEETING**

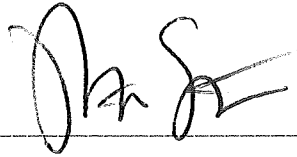
The meeting was adjourned at 10:40 AM on a motion by Matthew G. Quesenberry.

**Next Meeting:**

**10:00 A.M. Thursday, May 1, 2025**

**Thomas G. Wagner Conference Room, Courthouse Annex**

Attest: \_\_\_\_\_

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