

**June 20, 2024**

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

**Elk County, Ridgway, PA**

The County of Elk Commissioners met on Thursday, June 20, 2024 at 10:00 AM, County of Elk Courthouse Thomas G. Wagner Conference Room. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners M. Fritz Lecker, Matthew G. Quesenberry and Gregory J. Gebauer. Also present were Rick Brown, Solicitor; Kary Schneider, Deputy Chief Clerk; Emily Anders, Office Administrator; Dan Rimer, IT Technician; Matt Frey, Treasurer; Becki Taylor, CDBG Coordinator; Kathy McClelland, Housing Specialist; Kim Frey, Election Director; Mike McAllister, Director of Emergency Services; Elise Grovanz, North Central PA Regional Planning and Development Commission; Tim Frontz, Certified Master Arborist; and Marilyn Secco, Press.

**A moment of silence was held in memory of Aaron Nicklas, Deputy Warden who passed away recently.**

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

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

**PRESENTATIONS –**

1. Elise Grovanz, Community Development Coordinator for North Central PA Regional Planning and Development Commission spoke of the grants that are available for nonprofits and the assistance she can give to help in the grant writing process.

**RESOLUTIONS –**

1. **2024-14 – Approval of Revision to Community Development Block Grant FY 2021 Application. Becki Taylor, CDBG Coordinator explained this is an ongoing program that is updated when there are new Commissioners. Motion made by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
2. **2024-15 – Approval of Resolution of HOME Program Applicant. Kathy McClelland, Housing Specialist explained the HOME Program would be for people over 62 years or disabled. Motion made by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**

**OLD BUSINESS –**

**NEW BUSINESS**

1. \*Request by Jay Township, application for an allocation of \$6,000 of County Liquid Fuels Tax Funds for tar and chip.

2. \*Request by Benezette Township, application for an allocation of \$6,000 of County Liquid Fuels Tax Funds for Station Road rock project.
3. \*Request by Ridgway Township, application for an allocation of \$6,000 of County Liquid Fuels Tax Funds for Boot Jack Road paving project.

**Items 1, 2, and 3 were voted on together. A motion made by Matthew G. Quesenberry, second by M. Fritz Lecker, carried unanimously.**

4. Request by Planning Department, Memorandum of Understanding with County of Elk Commissioners, Elk County Planning Department and Northern Tier Community Action Corporation establishing Elk County Housing Partnership. This MOU is for the period of the HOME Program. **A motion made by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
5. Request by CDBG, Re-adopt the Residential Anti-Displacement and Relocation Assistance Plan for HUD Funded Programs. **Kathy McClelland explained this would be to relocate or find other housing if their project eliminates housing. A motion made by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously**
6. Request by CDBG, Adopt the Language Access Plan (LAP) for the County of Elk & "On Behalf Of" (OBO) the Ridgway Borough for the CDBG and HOME Program. **A motion by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
7. Request by Planning Department, Adopt Citizen Participation Plan for the HOME Program. **A motion by M. Fritz Lecker, second by Gregory J. Gebauer and carried unanimously.**
8. Request by Planning Department, Adopt Elk County Housing Rehabilitation Program Guidelines. **A motion by Gregory J. Gebauer, second by Matthew G. Quesenberry carried unanimously.**
9. Request by CYS, renewal contract with Danielle Melillo, Guardian ad Litem from July 1, 2024 through June 30, 2025 as a Child Advocate Attorney with a retainer of \$13,012.12. **A motion by M. Fritz Lecker, second by Gregory J. Gebauer and carried unanimously.**
10. Request by EMA, renewal contract with McCutcheon Enterprises Inc., from January 1, 2024 through December 31, 2024. **Mike McAllister explained this contract will be paid by allowing Hazmat to use the EMA equipment rather than through financial consideration. Mike stated this was also done with the previous contract and it worked. A motion by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**

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

1. City of St. Marys (received May 13<sup>th</sup>) regarding intent to apply for a PA DEP GP-4 Intake and Outfall Structures, and GP-7 Minor Road Crossing. Project location is along Wehler Rd., South side of South Michael Rd. intersection to Benzinger Park. This notice is provided pursuant to PA Act 14, which requires a 30 day public comment period.
2. Contact Technologies, Inc. (received May 20<sup>th</sup>) regarding intent to apply for a PA DEP Air Quality "State Only" operating permit to continue operating its electrical contact



manufacturing business in the City of St. Marys. Site location 229 West Creek Rd., St. Marys, PA. This notice is provided in accordance with the 1990 Clean Air Act which requires a 30 day public comment period.

3. U.S. Environmental Protection Agency (EPA) (received May 28<sup>th</sup>) regarding intent to issue a renewal of (1) UIC Class II injection well permit for Seneca Resources Company, LLC. The purpose is for the disposal of produced fluids associated with oil and gas production in the SRC Kane Field, Highland Twp. This notice is provided in accordance with Federal Underground Injection Control Code 40 parts 124, 144, 146, and 147 which requires a 30 day public comment period. A virtual public hearing will take place on June 24<sup>th</sup>.

### **GOOD OF THE COUNTY**

- We welcome and encourage the public to attend our meetings.
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.
- The Commissioners were pleased to dedicate a Mark Twain Bur Oak, an American Heritage Tree that was planted in honor of the Ridgway Bicentennial Celebration. The dedication will take place following this meeting on the Courthouse Lawn.

### **QUESTIONS FROM THE PRESS**

1. Marilyn Secco asked Tim Frontz for the spelling of his last name.

### **QUESTIONS FROM TAXPAYERS – N/A**

### **ADJOURN MEETING**

The meeting was adjourned at 10:35 AM on a motion by Matthew G. Quesenberry. The Commissioners then gathered on the Courthouse lawn for formal dedication of the Mark Twain Bur Oak.

**Next Meeting:**

**10:00 A.M. TUESDAY, July 2, 2024**

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

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

