

September 3, 2026  
Elk County Board of Commissioners  
Meeting Minutes

Elk County, Ridgway, PA

The Elk County Board of Commissioners met on Thursday, September 3, 2026 at 10:00 AM, in the Elk County 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; Jasmine Peterson, Domestic Relations Director; Tyler Daniels, Chief Assessor; Kim Frey, Elections Director; Todd Caltagarone, Sheriff; Mary Ann Valentine, Christian Food Bank; and Ned Jacob and Bill Laird, St. Marys Municipal Airport Authority.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**– August 6, 2026 Commissioners Meeting

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

**PRESENTATIONS**

1. Mary Ann Valentine from the Christian Food Bank provided an update about their role in the community and details regarding their weekly distribution.
2. Ned Jacob from the St. Marys Municipal Airport Authority provided an update on airport activities and submitted a request for next year appropriations including an increase from past years' allocations.

**RESOLUTIONS –**

**OLD BUSINESS**

**NEW BUSINESS**

1. Request by Elections, for ratification of the Election Integrity Grant Program contract with the Commonwealth of Pennsylvania in the amount of \$103,041.03. **Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
2. Renewal of MATP (Medical Assistance Transportation Program) Grant Agreement and Assurance of Compliance between County of Elk and Commonwealth of Pennsylvania Department of Human Services (DHS) from July 1, 2026 through June 30, 2027. **Area Transportation Authority is the County of Elk provider. Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
3. Request by Domestic Relations, renewal of intergovernmental agreement between the Elk County Commissioners, Elk County Sheriff's Department, and the Court of Common Pleas of the 59<sup>th</sup> Judicial District effective August 1, 2026 through July 31, 2030 defining the duties the Sheriff's Department will perform on behalf of Domestic Relations. **Motion to approve by Gregory J. Gebauer, second by Matthew G. Quesenberry and carried unanimously.**
4. New Tower Lease Agreement with Crystal Fire Department and The County of Elk for a Base Transceiver Station (BTS) on the Crystal Fire Department tower located off Poplar Road, in St.

Marys from January 1, 2026 through December 31, 2030, with automatic renewal unless cancelled per contract agreement terms. Rate will be \$5,000 per year and these funds will accumulate to provide a fund for repairs/upgrades. **This will be paid utilizing 911 Funds. Motion to approve by M. Fritz Lecker, second by Matthew G. Quesenberry and carried unanimously.**

5. Request by Assessment, renewal contract with Ubeo Business Services for a printer for 63 months at a rate of \$120.00 per month. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
6. Request by Ridgway Borough, allocation of liquid fuel funds in the amount of \$7,500.00 for fiber mat on Snowdrift Road. **Motion to approve by Matthew G. Quesenberry, second by Gregory J. Gebauer and carried unanimously.**
7. Request by Veteran Affairs, allocation of benefits for 5 veteran burials, 5 spouse burials, and 2 headstones. **Motion to approve by Gregory J. Gebauer, second by M. Fritz Lecker and carried unanimously.**

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

1. Hedin Environmental received August 12<sup>th</sup> on behalf of Elk County Conservation District regarding PADEP NPDES Permit for stormwater discharge associated with construction activities. Project location is 5006 Dents Run Rd., Benetzette Twp. and involves rehabilitation of an Acid Mine drainage passive treatment system. This notice is provided in accordance with Section 1905-A of the PA Administrative Code as amended by Act 14 and PA Acts 67, 68 and 127 of the Municipalities Planning Code (MPC) which requires a 30-day public comment period.
2. U.S. Dept of Agriculture (USDA) received August 11<sup>th</sup> regarding the development of a proposal to replace four (4) bridges, and Seven (7) culverts located in Elk, Forest, and McKean Counties. This is in response to road maintenance concerns on the Allegheny National Forest (ANF). A project proposal and maps are files at the ANF’s website at <https://www.fs.usda.gov/r09/allegheny/projects/376283> or by calling Forest Management Planner Wendy Anderson at 814-728-6142.

**GOOD OF THE COUNTY**

- We welcome and encourage the public to attend our meetings.
- The County of Elk business offices will be closed on Monday, September 7<sup>th</sup> in honor of Labor Day.
- Kim Frey, Election Director was the recipient of the Mad Dog award at a recent elections conference.
- The Pennsylvania Emergency Management Agency (PEMA) 911 Office completed the recertification review of the Elk County’s training and certification program on June 17, 2026, and determined the program to be fully compliant and meets or exceeds the minimum requirements.
- 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 – N/A**

**ADJOURN MEETING**

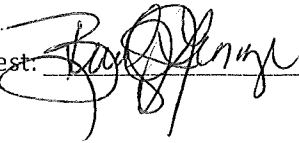
The meeting was adjourned at 10:50 AM on a motion by Matthew G. Quesenberry.

**Next Meeting:**

**10:00 A.M. Thursday, September 17, 2026**

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

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

A handwritten signature in black ink, appearing to be "Barbara", is written over a horizontal line that extends to the right.