

January 2, 2024

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

Elk County, Ridgway, PA

The County of Elk Commissioners met on Tuesday, January 2, 2024 at 10:04 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; Kary Schneider, Deputy Chief Clerk; Emily Anders, Office Administrator; Calvin Moore, IT; Matthew Frey, Treasurer; Lee Neureiter, Register and Recorder; Kimberly Frey, Elections Director; Jack Cleaver, Ridgway Bicentennial Committee; Roberta Buehler, Executive Director Ridgway-Elk County Chamber of Commerce, Rich Warmbrodt, Guest and Marilyn Secco, Press.

APPROVAL OF AGENDA

A motion was made by Gregory J. Gebauer to approve the agenda, seconded by M. Fritz Lecker and carried unanimously.

FORMALITY

1. M. Fritz Lecker, Matthew Quesenberry and Gregory Gebauer were sworn into office as elected Elk County Commissioners on December 28, 2023
2. Row Officers sworn into office on that day are: Sheriff: Todd Caltagarone; Treasurer: Matthew Frey; Prothonotary: Susanne Straub Schneider; Register of Wills, Recorder of Deeds & Clerk of the Orphans Court: Lee Neureiter; Coroner: Michelle Muccio; Auditors: Sandra Caltagarone, Jean Zore and Siobhan Voss.

BUSINESS

1. Nomination and Election of Commissioner Chairperson for term of January 2, 2024 through December 31, 2027 (*NEWLY ELECTED COMMISSIONER CHAIR WILL OFFICIATE THE BALANCE OF THIS MEETING*) **A nomination of M. Fritz Lecker made by Matthew G. Quesenberry, seconded by Gregory J. Gebauer. M. Fritz Lecker accepted position of Commissioner Chairperson.**
2. Nomination and Election of Commissioner Vice-Chair **A nomination of Matthew G. Quesenberry made by Gregory J. Gebauer, seconded by M. Fritz Lecker, Matthew G. Quesenberry accepted position of Commissioner Vice Chair.**
3. Adopt the rules for conduct and order of business (Section 503 – County Code Book). **A motion made by Matthew G. Quesenberry, seconded Gregory J. Gebauer, carried unanimously**
4. Approve the following appointments:
 - Chief Clerk and Open Records Officer– Patrick E. Straub

- Solicitor (Commissioners Office) – Meyer Wagner Brown & Kraus (Richard Brown)
- Children & Youth Director– Nancy Baker
- Chief Assessor/Tax Claim Director – Tyler Daniels
- Emergency Services Director– Michael McAllister
- 911 Coordinator – Rose Anna Ehrensberger
- Registration/Elections Director – Kimberly Frey
- Veterans Affairs Director– Gerald Copella
- Planning Director – Tracy Gerber
- Mental Health Hearing Officer – Attorney George N. Daghir (Jim)***

A motion made by Gregory J. Gebauer, seconded Matthew G. Quesenberry, carried unanimously

5. Approve the following depositories:

County National Bank – Ridgway
 Northwest Savings Bank – Ridgway
 First Commonwealth Bank – St. Marys
 Farmers National Bank – Ridgway
 PLGIT (Pennsylvania Local Government Investment Trust)

A motion made by Matthew G. Quesenberry, seconded Gregory J. Gebauer, carried unanimously

6. Announce the appointments to the following boards and authorities:

- ✓ Prison Board
 - Matthew Quesenberry, Chairman
 - Todd Caltagarone, Sheriff, Vice-Chairperson
 - Matthew Frey, Treasurer, Secretary
 - M. Fritz Lecker, Commissioner
 - Gregory Gebauer, Commissioner
 - Beau Grove, District Attorney

A motion made by Matthew G. Quesenberry to table this item for future discussion, seconded M. Fritz Lecker, carried unanimously

The remaining appointments were voted on as one item.

- ✓ Retirement Board
 - M. Fritz Lecker, Commissioner
 - Matthew Quesenberry, Commissioner
 - Gregory Gebauer, Commissioner
 - Matthew Frey, Treasurer
 - Patrick E. Straub, Chief Clerk

- ✓ Salary Board
 - M. Fritz Lecker, Commissioner
 - Matthew Quesenberry, Commissioner
 - Gregory Gebauer, Commissioner
 - Matthew Frey, Treasurer
 - Elected Row Office Official of any affected Row Office

- ✓ Election Board
 - M. Fritz Lecker, Commissioner
 - Matthew Quesenberry, Commissioner
 - Gregory Gebauer, Commissioner

County of Elk Safety Committee

- Gregory Gebauer, Commissioner Member

- ✓ Office of Human Services Board
 - M. Fritz Lecker, Board Member

- ✓ Conservation District Board
 - Gregory Gebauer, Commissioner Representative

- ✓ Solid Waste Authority Board
 - Matthew Quesenberry, Commissioner Representative

- ✓ Children & Youth Advisory Board
 - M. Fritz Lecker, Commissioner Representative

- ✓ Criminal Justice Board
 - M. Fritz Lecker, Member
 - Matthew Quesenberry, Member
 - Gregory Gebauer, Member
 - Patrick E. Straub, Voting Member

- ✓ Family Resource Network Board
 - M. Fritz Lecker, Commissioner Representative Board Member

- ✓ Cameron & Elk MH/MR
 - M. Fritz Lecker, Board Member
 - Matt Quesenberry, Board Member
 - Gregory Gebauer, Board Member

- ✓ Workforce Solutions-Chief Elected Official (CEO) Board
 - Gregory Gebauer, Commissioner Representative
- ✓ ADAS
 - Gregory Gebauer, Commissioner Representative
- ✓ St. Marys City Tax Office Board,
 - Gregory Gebauer, Commissioner Representative
- ✓ North Central Regional Planning & Development Commission
 - Matthew Quesenberry Commissioner Representative

A motion made by Matthew G. Quesenberry, seconded M. Fritz Lecker, carried unanimously.

Announce Departmental Solicitors

- Register of Wills/Recorder of Deeds Bradley Kraus, MWB&K @ \$1000/year
- Clerk of the Orphans' Court Bradley Kraus, MWB&K @ \$1000/year
- Prothonotary Jeff DuBois @ \$2000/year
- Children and Youth Services George N. Dagher @ \$40,778.34/year
- County Commissioners Meyer, Wagner, Brown & Kraus Law Firm, Rick
Brown for \$30,000/year

Solicitors for Treasurer, Auditors, Coroner and Sheriff to be announced at a future meeting

QUESTIONS FROM THE PRESS -N/A

QUESTIONS FROM TAXPAYERS-N/A

ADJOURN MEETING

The meeting adjourned at 10:17 with a motion by Matthew G. Quesenberry, seconded by M. Fritz Lecker, carried unanimously.

*****CORRECTION TO MINUTES:**

After the Reorganizational Meeting, it was brought to the attention of the Commissioners that the appointment of the Mental Health Hearing Officer as Attorney George N. Daghir (Jim) was in error. The Commissioners will rescind this appointment at their Commissioners meeting on January 18, 2024.

ATTEST: _____



Chief Clerk