

**January 7, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, January 7, 2020 at 10:20am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Joseph Daghir, Mary B. (Fritz) Lecker and Matthew Quesenberry. Also present was Seth Higgins, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Thomas Wagner, Solicitor, Peggy Schneider, Treasurer, Greg Gebauer, Warden and Brian Stockman, Press.

Fritz Lecker made a motion to approve the Minutes of December 17, 2019 and December 23, 2019 seconded by Matt Quesenberry and carried unanimously.

Matt Quesenberry made a motion to approve the agenda with #6 (Savin Contract) and #7 (Indiana Housing Contract) additions. This motion was seconded by Fritz Lecker and carried unanimously.

**NEW BUSINESS**

1. Fritz Lecker made a motion to appoint Nancy Baker to the Elk County Housing Authority Board (Term ending December 31, 2020). This motion was seconded by Matthew Quesenberry and carried unanimously.
2. Matthew Quesenberry made a motion to approve the use of hotel tax funds for the application for Keystone Elk Country Alliance for their booth at the Great American Outdoor Show for \$3,500.00. This motion was seconded by Fritz Lecker and carried unanimously.
3. Fritz Lecker made a motion to approve the use of hotel tax funds for the application for the Ridgway – Elk County Chamber of Commerce Marketing plan for the 2020 Chainsaw Carvers Rendezvous in the amount of \$3,000.00 seconded by Matthew Quesenberry and carried unanimously.
4. Fritz Lecker made a motion to approve the CYS FY 19-20 Cornell Abraxas Renewal Contract seconded by Joseph Daghir and carried unanimously.
5. Fritz Lecker made a motion to approve the purchase offer of \$500.00 from the Johnsonburg Community Trust (JCT) for a property along Market Street in Johnsonburg, PA (Tax Parcel id 11-12-110-5379) known as the Brick-Block. This motion was seconded by Joseph Daghir and carried unanimously. The request will be contingent upon the approval by the Johnsonburg Borough and the Johnsonburg Area School District and shall only include the transfer of the property without any additional preconditions as identified in the JCT Brick-Block Proposal and Rehabilitation Plan.
6. Fritz Lecker made a motion to approve the Savin (Pennsylvania Statewide Automated Victim Information and Notification) renewal contract for the prison seconded by Matthew Quesenberry and carried unanimously.
7. Fritz Lecker made a motion to approve the Indiana Housing Contract renewal for the prison for 2020 at the rate of \$65/day/inmate if Elk County should need to house an inmate. Joseph Daghir seconded this motion and carried unanimously.

**APPROVAL OF BILLS – December 13, 2018 → January 3, 2020**

<b>GENERAL FUND</b>	<b>\$189,585.43</b>
<b>PAYROLL</b>	<b>\$485,756.25</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$1,350.17</b>
<b>COE DRUG AND ALCOHOL</b>	<b>\$521.18</b>
<b>RECYCLING CTR BLDG FUND</b>	<b>\$12,000.00</b>
<b>TRANSPORTATION BLOCK GRANT</b>	<b>\$198,514.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$1,302.00</b>
<b>2018 CDBG</b>	<b>\$134,198.00</b>
<b>2016 CDBG</b>	<b>\$8,802.25</b>
<b>2017 CDBG</b>	<b>\$1,851.00</b>
<b>HAZMAT</b>	<b>\$3,310.19</b>
<b>E911 WIRELESS</b>	<b>\$25,360.47</b>
<b>COE LAW ENFORCEMENT</b>	<b>\$178,003.77</b>
<b>NTRP</b>	<b>\$81,560.49</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$2,010.00</b>

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

**QUESTIONS FROM THE PRESS**

Brian Stockman asked if the choice to approve the offer from the Johnsonburg Community Trust would possibly turn into the ability to start streamlining the process for future buildings and properties to get them out of repository.

Matthew Quesenberry commented that the Brick-Block was sort of an outlier and the situation is unique.

**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.

**ADJOURN MEETING**

The meeting was adjourned at 10:40am on a motion by Fritz Lecker seconded by Matt Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

**NEXT MEETING**  
**TUESDAY, JANUARY 21, 2020**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**January 7, 2020**

**Reorganizational Meeting of the Elk County Commissioners  
Elk County, Ridgway, Pennsylvania**

The Reorganizational Meeting of the Elk County Commissioners was held on Tuesday, January 7, 2020 at 10:00a.m. In Conference Room Number 2 at the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Joseph Daghir, Mary B. (Fritz) Lecker and Matthew Quesenberry. Also present was Seth Higgins, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Thomas Wagner, Solicitor, Peggy Schneider, Treasurer, Greg Gebauer, Warden and Brian Stockman, Press.

**APPROVAL OF AGENDA**

Matt Quesenberry made a motion to approve the agenda with the removal of Retirement Board and Salary Board in item #5. This motion was seconded by Mary B. Lecker and carried unanimously.

**FORMALITY**

The present Commissioners Joseph Daghir, Mary B. (Fritz) Lecker and Matthew Quesenberry comprise the members of the Elk County Board of Commissioners.

Mary B. (Fritz) Lecker made a motion to appoint Joseph Daghir as the chairperson for the full 4-year term of the Elk County Commissioners starting January 6, 2020 and running through December 31, 2024. This motion was seconded by Matthew Quesenberry and carried unanimously.

Joseph Daghir made a motion to appoint Mary B. (Fritz) Lecker as the vice-chairperson for the full 4-year term seconded by Matthew Quesenberry and carried unanimously.

**NEW BUSINESS**

1. Matthew Quesenberry made a motion to appoint Joseph Daghir to the St. Marys Tax Office Board seconded by Fritz Lecker and carried unanimously.
2. Fritz Lecker made a motion to adopt the rules for conduct and order of business (Section 503 – County Code Book) seconded by Matthew Quesenberry and carried unanimously.
3. Matthew Quesenberry made a motion to approve the following appointments for the next four years seconded by Fritz Lecker and carried unanimously.
  - a. Chief Clerk – Seth Higgins (contingent upon successful completion of the standard 6 month probationary period)
  - b. Solicitor (Commissioner's office) – Thomas Wagner
  - c. Children & Youth – Nancy Baker
  - d. Chief Assessor/Tax Claim Director – Tyler Daniels
  - e. Civil Defense – Michael McAllister
  - f. Rescue 911 – Mark Greenthaner
  - g. Registration/Elections – Kim Frey
  - h. Veterans Affairs – Leslie Neal
  - i. Planning – Jodi Foster
  - j. Mental Health Public Defender – Gary Knaresboro
4. Fritz Lecker made a motion to approve the following depositories for the County of Elk seconded by Matthew Quesenberry and carried unanimously.
  - a. County National Bank – Ridgway
  - b. Northwest Savings Bank – Ridgway

- c. First Commonwealth Bank – St. Marys
  - d. Farmers National Bank – Ridgway
  - e. PLGIT (Pennsylvania Local Government Investment Trust)
5. Chairperson Joseph Daghir made affirmation of the following appointment.
- a. Matthew Quesenberry, commissioner, is the prison board chairperson.
  - b. Todd Caltagarone, sheriff, is the vice chairperson of the prison board.
  - c. Peggy Schneider, Treasurer, is the secretary of the prison board.
6. The following appointments were made to the following boards based on the motions below. If there is not a motion associated with the board listed, no motion was necessary.
- a. Election Board  
Joseph Daghir, Board Member  
Fritz Lecker, Board Member  
Matthew Quesenberry, Board Member
  - b. County of Elk Safety Committee  
Matt Quesenberry made a motion to appoint Fritz Lecker as a member of the Elk County Safety Committee seconded by Fritz Lecker and carried unanimously.
  - c. Office of Human Services Board  
Matt Quesenberry made a motion to appoint Fritz Lecker as a board member on the Office of Human Services Board seconded by Fritz Lecker and carried unanimously.
  - d. Conservation District Board  
Matt Quesenberry made a motion to appoint Joseph Daghir as a board member on the Conservation District Board seconded by Fritz Lecker and carried unanimously.
  - e. Solid Waste Authority Board  
Fritz Lecker made a motion to appoint Matthew Quesenberry to the Solid Waste Authority Board seconded by Joseph Daghir and carried unanimously.
  - f. Children & Youth Advisory Board  
Matthew Quesenberry made a motion to appoint Fritz Lecker as a board member on the Children & Youth Advisory Board seconded by Fritz Lecker and carried unanimously.
  - g. Criminal Justice Board  
Fritz Lecker made a motion to appoint Joseph Daghir as a board member on the Criminal Justice Board seconded by Matthew Quesenberry and carried unanimously.
  - h. Family Resource Network Board  
Matthew Quesenberry made a motion to appoint Fritz Lecker on the Family Resource Network Board seconded by Joseph Daghir and carried unanimously.
  - i. Cameron & Elk MH/MR  
Joseph Daghir, Board Member  
Fritz Lecker, Board Member  
Matthew Quesenberry, Board Member

j. Workforce Solutions Board

Fritz Lecker made a motion to appoint Matthew Quesenberry as a board member on the Workforce Solutions Board seconded by Matthew Quesenberry and carried unanimously.

GOOD OF THE COUNTY

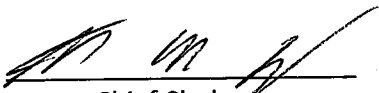
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

QUESTIONS FROM THE PRESS – N/A

ADJOURN MEETING

The meeting was adjourned at 10:20a.m. on a motion by Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:

  
Chief Clerk

**January 21, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, January 21, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Joseph Daghir, Mary B. (Fritz) Lecker and Matthew Quesenberry. Also present was Seth Higgins, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Thomas Wagner, Solicitor, Peggy Schneider, Treasurer, Todd Caltagarone, Sheriff, Lexi Carnovale, Intern, Bill Laird, St. Marys Airport Authority and Brian Stockman, Press.

Matt Quesenberry made a motion to approve the Minutes of January 7, 2020 seconded by Fritz Lecker and carried unanimously.

Fritz Lecker made a motion to approve the agenda seconded by Matt Quesenberry and carried unanimously.

**RESOLUTIONS**

- 2020-01: Authorizing Signatures on the Northwest Retirement Account
  - Fritz Lecker made a motion to adopt resolution 2020-01 seconded by Matt Quesenberry and carried unanimously.
- 2020-01: Certifying Provision of Local Match for State Operating Financial Assistance for ATA of North Central Pennsylvania
  - Matt Quesenberry made a motion to adopt resolution 2020-01 seconded by Fritz Lecker and carried unanimously.

**ORDINANCE**

- 2020-01: Imposing a hotel room rental tax to fund tourist promotion; establishing procedures for the collection of the tax; and imposing penalties. (Please note the change in the Ordinance number from 2019-03 to 2020-01. This was due to the ordinance not actually being acted on in 2019; therefore, the ordinance number needed switched to year 2020 ordinance number.)
  - Matt Quesenberry made a motion to pass the hotel room rental tax ordinance #2020-01 seconded by Fritz Lecker and carried unanimously.

**NEW BUSINESS**

1. Matt Quesenberry made a motion to appoint Eric Wolfe, President of Horizon Technology, Inc. to serve as the Elk County Industry Representative on the North Central Planning and Development Commission Board of Directors. Joseph Daghir seconded this motion and carried unanimously.
2. Fritz Lecker made a motion to appoint Matthew Quesenberry to the North Central Planning and Development Commissioner Board of Directors representing the County Commissioners seconded by Joseph Daghir and carried unanimously.
3. The bids for the timber at the old 911 building on Boot Jack were opened. The bids were as follows:

1. David Marzella                      \$14,250.90      Ridgway, PA
2. Schlabach Lumber                  \$14,000.00      Punxsutawney, PA

After viewing the bids and discussing them with Solicitor Wagner, Fritz Lecker made a motion to table the bids until the next Commissioners' meeting seconded by Joseph Daghir and carried unanimously.

4. Matt Quesenberry made a motion to retroactively approve the 911 contract with MCM Consulting Group, Inc. back to January 1, 2020. This contract is a 3-year renewal contract effective January 1, 2020. \$18,000.00 per year for a total contract of \$54,000.00. Fritz Lecker seconded Matt's motion and carried unanimously.
5. Fritz Lecker made a motion to approve Dean Hanes of Cobblestone Inn & Suites as a new Elk County Room Tax Committee member seconded by Joseph Daghir and carried unanimously.
6. Fritz Lecker made a motion to approve the independent contractor agreement between the County of Elk and Siobhan Voss to assist the Elk County Auditors on a temporary, per diem basis until the vacancy in the auditors' office is filled. Matt Quesenberry seconded this motion and carried unanimously.

#### **APPROVAL OF BILLS – January 4, 2020 → January 17, 2020**

<b>GENERAL FUND</b>	<b>\$185,827.78</b>
<b>PAYROLL</b>	<b>\$247,842.47</b>
<b>LIQUID FUEL</b>	<b>\$8,000.00</b>
<b>RECYCLING CTR BLDG FUND</b>	<b>\$1,360.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$54,884.90</b>
<b>2018 CDBG</b>	<b>\$41,598.98</b>
<b>HAZMAT</b>	<b>\$5,236.14</b>
<b>E911 WIRELESS</b>	<b>\$48,688.10</b>
<b>COE LAW ENFORCEMENT</b>	<b>\$13,601.32</b>
<b>NTRP</b>	<b>\$23,564.30</b>
<b>COE RECORD IMPROVEMENT</b>	<b>\$1,390.55</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$5,589.96</b>
<b>DEBT FUND</b>	<b>\$1,480.58</b>

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

#### **CORRESPONDENCE**

- Received notification from Laurie Storrar, Jones Twp. Supervisor/Secretary, regarding the submission of an application to the PA Dept. of Community and Economic Development for grant funding to improve storm water infrastructure along portions of Kane and Buchanan Streets in the Village of Wilcox.
- Received notification from Domtar regarding its resubmittal of a Significant Operating Permit Modification Application to the PADEP.
- Received notification from Mersen regarding its application to the PA Department of Environmental Protection. Bureau of Air Quality for approval to install a SO2 scrubber.
- Received notification from Graf Tech regarding its submittal of an Air Quality Plan Approval Application to the PADEP concerning its facility located at 800 Theresia Street, St. Marys, PA.

#### **GOOD OF THE COUNTY**

- ❖ The County Commissioners received the results of a recent quality assurance visit in the Children and Youth Services Department from the PA Department of Human Services. The results from this quality assurance visit are outstanding, receiving 100% compliance rates. The County Commissioners would like to recognize the efforts of Nancy Baker, Director of

CYS, along with the entire Children and Youth Services staff for their hard work and dedication.

- ❖ 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 THE TAXPAYERS**

Bill Laird from the St. Marys Airport Authority was present and gave a brief update of what is going on at the St. Marys Airport Authority. He expressed he will be coming in on a quarterly basis to fill the commissioners in on the Airport Authority. He explained there are 7 members to the airport authority. 1 from the County, 1 from Fox Township and 5 from the City of St. Marys. He stated presently all 7 board member positions are filled.

**ADJOURN MEETING**

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

ATTEST:

  
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Chief Clerk

**NEXT MEETING**  
**TUESDAY, FEBRUARY 4, 2020**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**



**February 4, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, February 4, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Joseph Daghir, M. Fritz Lecker and Matthew Quesenberry. Also present was Seth Higgins, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Thomas Wagner, Solicitor, Greg Gebauer, Warden, Ron Fannin, Maintenance, Tracy Gerber, CDBG Coordinator, Lana Evans, Assistant Director of Veterans Affairs, Leslie Neal, Director of Veterans Affairs, Theodore Aiello from Troop 93, Theo's father, Joe Aiello, Theo's grandfather, Joe Aiello and Brian Stockman, Press.

M. Fritz Lecker made a motion to approve the Minutes of January 21, 2020 seconded by Matthew Quesenberry and carried unanimously.

Joseph Daghir made a motion to approve the agenda with the addition of item #6: Appoint Joseph Daghir to the Headwaters Resource Conservation and Development Council seconded by Matt Quesenberry and carried unanimously.

**PRESENTATION**

Theodore Aiello of Troop 93 was present at the meeting to discuss his plans for his Eagle Scout project. Theo presented his idea to the Commissioners that he would like to restore the 2 Civil War Cannons on the Courthouse Lawn. His plans to restore them include sand blasting the cannons and painting them. He also wishes to pressure wash the concrete around the cannons. Theo stated St. Marys Monuments would redo the lettering on the concrete for the description of the cannons. Lastly, he would like to have some sort of "plug" to put in the barrel of the cannon to prevent people from throwing trash inside of them.

Theo indicated his project would cost between \$1,000 to \$2,500. He informed the commissioners he will be hosting a spaghetti dinner at the Ridgway Moose in the near future to start raising funds.

Theo intends to start the project as soon as the weather breaks. The project must be completed by June of 2020. Commissioner Daghir referred Theo to the County's head of maintenance, Ron Fannin, who was sitting next to Theo for any guidance or assistance he may need with his project.

Theo explained he would be present at the next Commissioners meeting on February 18, 2020. Commissioner Lecker indicated we would add Theo's project to the agenda for approval under old business to make it official.

Theo thanked the Commissioners for their time and consideration of his project.

**RESOLUTIONS**

- 2020-03: Fair Housing Resolution

Tracy Gerber was on hand to describe the resolution in further detail and explained the motion will also include the appointment of Kathy McClelland as The County of Elk's Fair Housing Officer for 2020. This resolution is required to be renewed annually as a condition of receiving federal funds.

Matt Quesenberry made a motion to adopt 2020-03 – Fair Housing Resolution seconded by M. Fritz Lecker and carried unanimously.

## **OLD BUSINESS**

1. M. Fritz Lecker made a motion to approve the award for the timber at the old 911 building on Boot Jack to David Marzella with a bid of \$14,250.90 seconded by Matthew Quesenberry and carried unanimously.

## **NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve the Tyler Technologies, Inc. termination agreement and mutual release seconded by Matthew Quesenberry and carried unanimously. The commissioners clarified this was for the termination of the contract solely for the Accounting program and Payroll program. Any other existing contracts with Tyler Technologies, Inc. within the County are not affected.
2. Matthew Quesenberry made a motion to approve the CYS Renewal Contract with Shipperville Project Point of Light for FY 19-20 seconded by M. Fritz Lecker and carried unanimously.
3. M. Fritz Lecker made a motion to approve the 13 headstone allowances as submitted by the Veterans' Affairs office seconded by Joseph Daghir and carried unanimously.  
Leslie Neal, director of Veterans' Affairs, was present and explained that under PA County Code all counties are to provide these benefits to veterans. Elk County veterans are allotted \$100 for a headstone allowance, \$75.00 burial allowance and \$75.00 widow burial allowance. These services are available to any veteran who served during wartime.
4. M. Fritz Lecker made a motion to approve 13 Veteran Burial Benefits seconded by Matthew Quesenberry and carried unanimously.
5. M. Fritz Lecker made a motion to approve 14 Widow Burial Benefits seconded by Matthew Quesenberry and carried unanimously.
6. Matthew Quesenberry made a motion to appoint Joseph Daghir to the Headwaters Resource Conservation and Development Council with Matthew Quesenberry being an alternate seconded by M. Fritz Lecker and carried unanimously.

## **APPROVAL OF BILLS – January 18, 2020 → January 31, 2020**

<b>GENERAL FUND</b>	<b>\$276,002.54</b>
<b>PAYROLL</b>	<b>\$255,040.41</b>
<b>COUNTY OF ELK DRUG &amp; ALCOHOL</b>	<b>\$488.25</b>
<b>HUMAN SERVICE DEVELOPMENT BLK</b>	<b>\$12,500.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$5,805.00</b>
<b>CDBG-C</b>	<b>\$369.48</b>
<b>2016 CDBG</b>	<b>\$9,724.37</b>
<b>HAZMAT</b>	<b>\$431.11</b>
<b>E911 WIRELESS</b>	<b>\$57,538.68</b>
<b>NTRP</b>	<b>\$448,934.02</b>

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

## **CORRESPONDENCE**

- Received notification from Stahl Sheaffer Engineering on behalf of Seneca Resources is submitting a PADEP Chapter 105 General Permit 11 for the Big Mill Creek Bridge Replacement in Ridgway Township, Elk County.
- Received notification from Seneca Resources has filed a Notice of Intent with the Susquehanna River Basin Commission seeking approval by rule for the consumptive use of water for drilling and development of natural gas well(s) on the C09-J drilling pad, located in Shippen Township, Cameron County, Jones Township, Elk County and Sergeant Township, McKean County.
- Received notification from Rettew on behalf of Seneca Resources Company, LLC. applying under the Erosion and Sediment Control General Permit for Earth Disturbance Associated with Oil and Gas Exploration, Production, Processing or Treatment Operations or Transmission Facilities from the PADEP Northwest Regional Office for the following project: Beechwood Pad D09-M. PADEP ESCGP-3 Permit Application. Jones Township, Elk County. Rettew Project No. 085042205.
- Received notification from Stantec Consulting Services, Inc. on behalf of Seneca Resources Company, LLC. of a major amendment to ESCGP-3 Permit application. This is a major amendment to the previously issues ESCGP-2 earth disturbance permit for the C09-J Well Pad.

## **GOOD OF THE COUNTY**

- ❖ Deputy Chief Clerk/HR Specialist, Samantha Beaver, has been elected to the CCAP Health Alliance Board of Directors through 2021. CCAP Health Alliance has collaborated with Delaware Valley Health Trust (DVHT) to serve as the infrastructure and administrator of its health insurance program for PA Counties and county related entities. This alliance offers an alternative to the commercial health insurance market, which provides PA Counties with upfront savings, enhanced benefits, and long term cost stability.
- ❖ 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 THE TAXPAYERS –N/A**

## **ADJOURN MEETING**

The meeting was adjourned at 10:31am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:

  
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Chief Clerk

**NEXT MEETING**  
**TUESDAY, FEBRUARY 18, 2020**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**February 18, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, February 18, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Joseph Daghir, M. Fritz Lecker and Matthew Quesenberry. Also present was Seth Higgins, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Greg Gebauer, Warden, Peggy Schneider, Treasurer, Ron Fannin, Maintenance, Theodore Aiello from Troop 93, Theo's father, Joe Aiello and Brian Stockman, Press.

M. Fritz Lecker made a motion to approve the Minutes of February 4, 2020 seconded by Matthew Quesenberry and carried unanimously.

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

**OLD BUSINESS**

1. Joseph Daghir made a motion to approve Theodore Aiello's Eagle Scout project as presented at the Commissioners' meeting on February 4, 2020 seconded by M. Fritz Lecker and carried unanimously.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve the recommendation from the Elk County Room Tax Committee for the marketing application in the amount of \$2,000.00 from Keystone Elk Country Alliance for the 2020 Elk Expo in August of 2020. This motion was seconded by Joseph Daghir and carried unanimously.
2. M. Fritz Lecker made a motion to approve the application for the use of the courthouse lawn from Elk County 2<sup>nd</sup> Amendment/Elk County Chamber of Commerce/Tourism Bureau for April 4, 2020 for a 2<sup>nd</sup> Amendment rally. Joseph Daghir seconded this motion and the motion carried unanimously. Commissioner Lecker noted the application was ran past the solicitor and he gave his legal approval for the rally.
3. Matthew Quesenberry made a motion to approve the Northern Tier grant for 9-1-1 Statewide Interconnectivity funding seconded by Joseph Daghir and carried unanimously.
4. The bids to repair the Elk County Courthouse Roof were opened. The bids were as follows:

Bryn Enterprises of Export, PA	\$431,296.00
Residential Creations, LLC of Export, PA	\$476,285.00

Matthew Quesenberry made a motion to table the awarding of the bid to the March 3, 2020 commissioners' meeting to ensure everything is in order with the bids. Joseph Daghir seconded this motion and carried unanimously.

Commissioner Lecker noted there were repairs made to the courthouse roof about 20 years ago and those repairs are now failing therefore the county needs to move forward with the current repairs that are needed. She stated the decision has been made to use real, genuine slate rather than any type of faux slate.

**APPROVAL OF BILLS – February 1, 2020 → February 14, 2020**

<b>GENERAL FUND</b>	<b>\$149,542.42</b>
<b>PAYROLL</b>	<b>\$235,963.38</b>
<b>2017 CDBG</b>	<b>\$4,136.70</b>
<b>HAZMAT</b>	<b>\$30.84</b>
<b>E911 WIRELESS</b>	<b>\$9,844.28</b>
<b>ELK CO. LAW ENFORCEMENT</b>	<b>\$13,887.30</b>
<b>NTRP</b>	<b>\$264.57</b>
<b>COE RECORD IMPROVEMENT</b>	<b>\$497.35</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$861.25</b>

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

**CORRESPONDENCE- N/A**

**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.

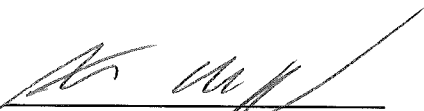
**QUESTIONS FROM THE PRESS – N/A**

**QUESTIONS FROM THE TAXPAYERS –N/A**

**ADJOURN MEETING**

The meeting was adjourned at 10:15am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:



Chief Clerk

**NEXT MEETING**  
**TUESDAY, MARCH 3, 2020**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

March 3, 2020

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

The Elk County Commissioners met in regular session on Tuesday, March 3, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Joseph Dagher, M. Fritz Lecker and Matthew Quesenberry. Also present was Tom Wagner, Solicitor, Seth Higgins, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Greg Gebauer, Warden, Peggy Schneider, Treasurer, Tracy Gerber, CDBG Coordinator, Ernie Mattiuz, Farm Bureau, Kim Frey, Elections Director, Jim Abbey, I.T., Dan Rimer, Videographer and Brian Stockman, Press.

M. Fritz Lecker made a motion to approve the Minutes of February 18, 2020 seconded by Matthew Quesenberry and carried unanimously.

M. Fritz Lecker made a motion to approve the agenda with the following changes seconded by Matthew Quesenberry and carried unanimously.

- \*Add Presentation #2: Ernie Mattiuz

- \*Add #1 Under Old Business: Courthouse roof bid withdrawal

- \*Move the item that was mismarked as a resolution to new business #6: Adopt County of Elk Procurement Policy for CDBG.

#### PRESENTATION

1. Kim Frey, Director of Elections was present to give information regarding the security of the election equipment after the publication of a recent newspaper article entitled "Reliability of Pricy New Voting Machines Questioned."  
(Press Release is attached to the minutes)
2. Earnie Mattiuz from the Elk County Farm Bureau was present and gave an update of the various happenings with the PA Farm Bureau at both the local and national levels.

#### RESOLUTION

- Matt Quesenberry made a motion to adopt resolution number 2020-04 – Resolution by Municipality Certifying Provision of Local Match for State Operating Financial Assistance seconded by M. Fritz Lecker and carried unanimously.
  - Commissioner Quesenberry confirmed the total was \$67,027.00.

#### OLD BUSINESS

1. M. Fritz Lecker made a motion to reject the bids for the Courthouse roof repair from the February 18, 2020 Commissioners meeting seconded by Matthew Quesenberry and carried unanimously.

Commissioner Quesenberry stated the County received and opened two bids on February 18, 2020 to replace the slate on the courthouse roof. He also stated there is more to this than initially realized as we have started working with the County planning department and we need a more comprehensive review before making any decisions. This is why we have decided it is best to reject these bids at this time. Commissioner Quesenberry thanked the two companies that bid on the project: Bryn Enterprises and Residential Creations, LLC.



## NEW BUSINESS

1. Matthew Quesenberry made a motion to approve the sales order agreement for two voting scanners for the Elections Department seconded by M. Fritz Lecker and carried unanimously.  
Elections Director, Kim Frey, was present and explained the need for additional scanners. She stated there would be an influx in the volume of absentee ballots and mail-in ballots. The price for the two scanners is \$8,936.00. There is also a maintenance agreement for 5 years for both scanners for a total of \$1,620.00.
2. M. Fritz Lecker made a motion to approve the 5 year Zito Media Business Master Service Agreement Renewal seconded by Matthew Quesenberry and carried unanimously.  
Jim Abbey, I.T. Director, was present and stated this was for phones and some internet at the DJ's offices. He stated the increase was a little over \$31.00 and considering we have added extensions to our phone director not a terrible increase.
3. Matthew Quesenberry made a motion to approve the tourism marketing grant application for St. Marys Chamber of Commerce for \$1,000.00 Rock the Runway marketing plan seconded by M. Fritz Lecker and carried unanimously.
4. M. Fritz Lecker made a motion to approve the renewal contract for CYS FY 19-20 for George Junior Republic in Pennsylvania seconded by Joseph Daghir and carried unanimously.
5. M. Fritz Lecker made a motion to approve the application for use of the Courthouse Lawn for Messengers Supporting Recovery for drug overdose awareness March 8 – March 11, 2020 seconded by Joseph Daghir and carried unanimously.  
\*Please note, shortly after the Commissioners' meeting the Messengers Supporting Recovery reached out to the Commissioners and corrected the dates. Unfortunately, they had originally written down the incorrect dates. The correct dates should have been March 5 – March 8, 2020. The Commissioners had no issue revising the application and still allowing its' approval as passed.
6. Matthew Quesenberry made a motion to adopt the County of Elk Procurement Policy for CDBG seconded by M. Fritz Lecker and carried unanimously.  
This policy keeps the County of Elk's CDBG program in compliance with the regulations set by CDBG. The policy is specific to the County of Elk's CDBG and Ridgway Borough.

## APPROVAL OF THE BILLS

February 15, 2020 → February 28, 2020

GENERAL FUND	\$238,046.85
PAYROLL	\$236,839.87
GAS WELL IMPACT FEE/AC 13	\$3,000.00
PHFA(PHARE GRANT)	\$12,600.00
HAZMAT	\$123.01
E911 WIRELESS	\$7,494.07
ELK COUNTY LAW ENFORCEMENT	\$6,736.19
NTRP	\$20,042.38
COE AFFORDABLE HOUSING	\$3,648.45
DEBT FUND	\$1.17

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

CORRESPONDENCE- N/A

GOOD OF THE COUNTY

- ❖ Commissioner Daghir wanted to note that previous Commissioner Dan Freeburg's mother had passed away recently and Commissioner Daghir requested a moment of silence for their family.
- ❖ 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 THE TAXPAYERS –N/A

ADJOURN MEETING

The meeting was adjourned at 10:55am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:

  
Chief Clerk

NEXT MEETING  
TUESDAY, MARCH 17, 2020  
10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING



PRESS RELEASE 3/3/20

An article appeared in recent editions of the local newspapers circulating in Elk County entitled "Reliability of Pricey New Voting Machines Questioned". This article was critical of the use of electronic voting systems, claiming that such systems were vulnerable to hacking and miscounting of votes.

The County Commissioners, who serve as the Elk County Board of Elections, wish to inform the voters of Elk County that the arguments and claims contained in the article are inaccurate and we feel strongly that there is no reasonable likelihood that the voting machines used in Elk County could be exposed to hacking or ballot errors.

In Elk County's voting process, our voting machines, which were manufactured by ES&S and thoroughly tested and certified as required by the Pennsylvania Department of State, are not at any time connected to the internet and are therefore not subject to any type of remote hacking that has been the subject of recent public controversy. Prior to each election, every voting machine is independently programmed and tested by Elk County's IT and elections office staff. The machines are stored in a secure location and are delivered to and removed from each polling place by County employees. During each election, use of the machines is carefully monitored by poll workers who are volunteers and residents of the election district for that polling place – your family, friends and neighbors.

The voting machines used in Elk County use touchscreens for voting and also produce a paper report for each ballot cast. If there is any question about the validity of the electronic results from the voting, those results can be verified by the paper records. Elk County has used electronic voting machines for many years without any problems with the reliability of its vote-counting systems. When the legislature mandated a change in election systems to require a paper trail for ballots, the prior Board of Commissioners went through an extensive process of reviewing available voting systems which would meet the new requirements. Since Elk County voters had used touchscreens for many years, the Commissioners decided to continue with touchscreens, rather than to revert to optical scanning of paper ballots.

All available voting systems, whether electronic or paper ballots, are exposed to some level of human or machine error. The Board of Elections and the staff in the Elections Office are dedicated to running free, fair, secure and accurate elections. The proof of this is that there has been no significant challenge to election results in Elk County in many years. The Commissioners recognize that public confidence in the election system is fundamental to our democracy.



March 17, 2020

*Seth*

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

The Elk County Commissioners met in regular session on Tuesday, March 17, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Joseph Dagher, M. Fritz Lecker and Matthew Quesenberry. Also present was Tom Wagner, Solicitor, Seth Higgins, Chief Clerk, Samantha Beaver, Deputy Chief Clerk, Peggy Schneider, Treasurer, Tracy Gerber, CDBG Coordinator and Jim Abbey, I.T.

M. Fritz Lecker made a motion to approve the Minutes of February 28, 2020 and March 3, 2020 seconded by Matthew Quesenberry and carried unanimously.

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

**RESOLUTION**

- M. Fritz Lecker made a motion to adopt resolution number 2020-05 – Constitutional County Resolution seconded by Matthew Quesenberry and carried unanimously. This was in response to the 2<sup>nd</sup> Amendment Sanctuary County. This resolution declared Elk County as a Constitutional County.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve CDBG FY 2018 revision seconded by Matthew Quesenberry and carried unanimously.  
Tracy Gerber, CDBG Coordinator, was present to explain. Tracy went on to say there was \$3,401.02 left from the CDBG 2018 funds. This was left over from the project in Johnsonburg. Tracy proposed the move of the remaining funds to the Jones Township project that was not fully funded. This would reimburse Jones Township a little bit of the money they put into the project.
2. Matt Quesenberry made a motion to approve the Elk County Fair Marketing Grant Application in the amount of \$3,500.00 seconded by Joseph Dagher and carried unanimously.
3. M. Fritz Lecker made a motion to approve the rules and regulations that go along with the hotel room rental tax ordinance that was passed on January 21, 2020. This motion was seconded by Matthew Quesenberry and carried unanimously.
4. M. Fritz Lecker made a motion to approve the agreement for the Commonwealth of PA Multi-Party Geospatial Data-Sharing seconded by Matt Quesenberry and carried unanimously.  
Jim Abbey, IT/GIS, was present and explained this is just an effort to allow all of the information to be available on one data source rather than numerous sources.
5. Matt Quesenberry made a motion to approve the new CYS contract for FY 19-20 with Mid-Atlantic Youth Services Corp. seconded by Joseph Dagher and carried unanimously.
6. M. Fritz Lecker made a motion to approve the Act 13 mini grants as announced, seconded by Matt Quesenberry and carried unanimously. (Please see the attachment to these minutes for the awards.).
7. Matt Quesenberry made a motion to approve the announcement of the Marcellus Legacy Fund to the St. Marys Area Snowmobile Club in the amount of \$10,000.00 seconded by M. Fritz Lecker and carried unanimously. M. Fritz Lecker went on to say this fund is to be utilized for recreation, environmental trails, etc.
8. M. Fritz Lecker made a motion to approve the elevation of County operations in regards to COVID – 19 to a level II response seconded by Joseph Dagher and carried unanimously.  
Essentially a Level II response is an elevated response to the Corona Virus Outbreak. County operations will continue; however, with much more precautions. Internal memos will be sent to all employees notifying them of the next steps they will need to take.

## APPROVAL OF THE BILLS

APPROVAL OF THE BILLS: March 4, 2020 → March 13, 2020

GENERAL FUND	\$173,836.65
PAYROLL	\$237,451.78
ACT 13 MARCELLUS LEGACY FUND	\$26,240.00
COE DRUG & ALCOHOL	\$92.93
COE SUBSTANCE ABUSE	\$50.00
GAS WELL IMPACT FEE/ACT 13	\$10,000.00
PHFA (PHARE GRANT)	\$3,699.00
HAZMAT	\$200.05
E911 WIRELESS	\$13,081.06
NTRP	\$15,455.03
COE CONSTRUCTION FUND	\$17,091.00

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

## CORRESPONDENCE- N/A

## GOOD OF THE COUNTY

- ❖ Please note: Per Governor Tom Wolf, all Pennsylvania school are shut down for a two-week period starting Monday, March 16, 2020. After that time, the Corona Virus situation will be re-evaluated. Tom Wagner, Solicitor for the Commissioners, made a comment to encourage individuals to comply with the Governor's recommendations for social distancing.
- ❖ 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 THE TAXPAYERS –N/A

## ADJOURN MEETING

The meeting was adjourned at 10:38am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:

  
Chief Clerk

NEXT MEETING  
TUESDAY, APRIL 7, 2020  
10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING

**April 7, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, April 7, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Joseph Daghir, M. Fritz Lecker and Matthew Quesenberry. Also present was Tom Wagner, Solicitor; Seth Higgins, Chief Clerk; Peggy Schneider, Treasurer; Greg Gebauer, Jail Warden; Ronald Fannin, Maintenance Department, Dan Rimer, I.T.; and Brian Stockman from the Ridgway Record. Michael McAllister from EMS was present through teleconference.

Matthew Quesenberry made a motion to approve the Minutes of March 17, 2020 seconded by M. Fritz Lecker and carried unanimously.

M. Fritz Lecker made a motion to approve the agenda and was seconded by Joseph Daghir and carried unanimously.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve the Act 13 Mini Grant for Ridgway Ambulance for \$5,000 to help purchase a 2020 Horton Chevy Model 453 Ambulance. The motion was seconded by Joseph Daghir and carried unanimously.  
Commissioner Quesenberry noted this is a little outside the norm for applications; however, he stated he was accepting the mini grant application and Ridgway Ambulance's was misplaced somehow. Commissioner Quesenberry took responsibility for this and acknowledged they need any penny they can get especially right now being on the frontlines.
2. The Requests for Proposal for engineering services for the Elk County Courthouse Roofing System were opened by Seth Higgins. Two requests were submitted, one from ARS Engineering Services for \$12,500 and one from GAI Consultants for \$32,500. Joseph Daghir made a motion to accept the bids but table discussion until a later date. The motion was seconded by M. Fritz Lecker and carried unanimously.
3. Joseph Daghir made a motion to approve of Elk County's final MATP allocation in the amount of \$762,990.00 for FY 2018-2019. The motion was seconded by M. Fritz Lecker and carried unanimously.
4. Joseph Daghir made a motion to approve Ridgway Borough's application for Liquid Fuel Funds in the amount of \$7,000.00 for bituminous paving of various streets. The motion was seconded by M. Fritz Lecker and carried unanimously.
5. Joseph Daghir made a motion to approve of the jail contract with TextBehind, which is a third party mailing company. The motion was seconded by Matthew Quesenberry and carried unanimously.

Warden Gebauer was present and gave a short explanation of the services provided by this contract. TextBehind is a third party mail screening and processing management system. All USPS mail will go to TextBehind. It will no longer come through the County directly. The company will then upload the mail by scanning it into their website and authorized prison staff will then have the ability to download and print the correspondence. This eliminates the chance of contraband being smuggled into the facility on postal mail. This is a 3-year contract with the ability to terminate within the first 90 days. People wishing to contact an inmate would also have the option to email or text their message to this company and get their correspondence to the inmate that way. There is a user fee for those options. Warden



noted \$0.99 per email for the user to send an inmate correspondence. Overall, there is no fee to the County for this service and the Warden noted this would reduce the possibility of contamination of Covid 19 coming into the facility via the mail.

6. Joseph Daghir made a motion to approve of the lawn use request that was submitted on behalf of the local healthcare professionals to hang a banner as a PSA educating people who travel through Ridgway how to stop the spread of Coronavirus. The motion was seconded by M. Fritz Lecker and carried unanimously.

#### **APPROVAL OF THE BILLS**

#### **APPROVAL OF THE BILLS: March 14, 2020 → April 3, 2020**

<b>GENERAL FUND</b>	<b>\$342,726.54</b>
<b>PAYROLL</b>	<b>\$238,968.83</b>
<b>COE WORK RELEASE</b>	<b>\$1,538.45</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$150.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$5,400.00</b>
<b>PHFA (PHARE GRANT)</b>	<b>\$21,559.00</b>
<b>2016 CDBG</b>	<b>\$3,325.00</b>
<b>HAZMAT</b>	<b>\$655.23</b>
<b>E911 WIRELESS</b>	<b>\$156,764.58</b>
<b>COE LAW ENFORCEMENT</b>	<b>\$5,498.50</b>
<b>WEAPONS OF MASS DESTRUCTION</b>	<b>\$2,413.75</b>
<b>NTRP</b>	<b>\$46,458.33</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$4,980.25</b>

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

#### **CORRESPONDENCE- N/A**

#### **GOOD OF THE COUNTY**

- ❖ Please note: Governor Tom Wolf has issued a “Stay at Home Order” for all Counties in Pennsylvania until April 30, 2020.
- ❖ President Trump has extended the order for the United States citizens to follow the CDC guidelines and recommendations for social distancing until April 30, 2020 and then will re-evaluate the situation.
- ❖ Please note: On Monday, March 23, 2020, The County of Elk implemented the internal Level III response to the Corona Virus.
- ❖ Please note the County holiday that was to fall on April 28, 2020 for the primary election has been moved to June 2, 2020. This is Pennsylvania’s new primary election day. County employees will be working April 28, 2020 and the holiday will now be held on June 2, 2020.
- ❖ Matt Quesenberry wanted to remind citizens to complete their census when they receive it in the mail.
- ❖ 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 and Matthew Quesenberry briefly discussed 2020 Census participation in Elk County. It was noted that many of Elk County's municipalities had high response rates relative to other Pennsylvania municipalities. Brian asked why the response rate was low in a couple of the townships. Matthew Quesenberry stated to his understanding it is because the Coronavirus has disrupted mail services to some rural regions, which accounts for the response rate.
- Brian Stockman asked if the 2<sup>nd</sup> Amendment rally was cancelled. M. Fritz Lecker stated the group decided to postpone the rally themselves.
- Brian Stockman also asked if the Commissioners had received any complaints from residents about the backlog of Unemployment Compensation claims. M. Fritz Lecker said they had not received any complaints.

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

### **ADJOURN MEETING**

The meeting was adjourned at 10:35am on a motion by M. Fritz Lecker seconded by Joseph Dagher and carried unanimously.

ATTEST:

  
\_\_\_\_\_  
Chief Clerk

**NEXT MEETING**  
**TUESDAY, APRIL 7, 2020**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**



**April 21, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, April 21, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex and available via Zoom conferencing. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Dagher, M. Fritz Lecker and Matthew Quesenberry. Also physically present were Seth Higgins, Chief Clerk; Dan Rimer; I.T. and Brian Stockman; press. Lee Neureiter, Register/Recorder; Susanne Schneider; Prothonotary; Mike McAllister, EMA; Leslie Swope, St. Marys Public Library Directory as well as one unidentified caller all joined the meeting via Zoom.

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

Matthew Quesenberry made a motion to approve the Minutes of April 7, 2020 seconded by Joseph Dagher and carried unanimously.

**PRESENTATION**

Leslie Swope from the St. Marys Public Library was present via Zoom to give an update and to promote National Library Week.

**OLD BUSINESS**

1. Matt Quesenberry made a motion to accept the bid from ARS for the Courthouse roof support system in the amount of \$12,500.00 seconded by Joseph Dagher and carried unanimously.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to table the bids for the mold remediation of the Elk County Courthouse until the County solicitor could review them. This motion was seconded by Joseph Dagher and carried unanimously.  
The bids were opened and the two bids that the County received are as follows:  
Green Home Solutions.....\$71,980.00  
Advantaclean.....\$46,627.00
2. Joseph Dagher made a motion to approve the application for county aid (Liquid Fuel Funds) from Jones Township in the amount of \$7,000.00 for paving Twin Lakes Road. This motion was seconded by M. Fritz Lecker and carried unanimously.

**APPROVAL OF THE BILLS**

**APPROVAL OF THE BILLS: April 3, 2020 → April 17, 2020**

<b>GENERAL FUND</b>	<b>\$388,662.96</b>
<b>PAYROLL</b>	<b>\$253,294.42</b>
<b>RECYCLING CTR BLDG FUND</b>	<b>\$577.87</b>
<b>HUMAN SERVICES DEV. BLOCK</b>	<b>\$12,500.00</b>
<b>FED. SOCIAL SERVICE/EMERG. SHELTER</b>	<b>\$13,909.00</b>
<b>TRANSPORTATION BLOCK GRANT</b>	<b>\$118,666.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$4,172.32</b>
<b>HAZMAT</b>	<b>\$5,000.00</b>



**E911 WIRELESS  
NTRP  
COE RECORD IMPROVEMENT  
COE CONSTRUCTION FUND**

**\$11,314.82  
\$451,925.02  
\$568.40  
\$9,892.73**

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

**CORRESPONDENCE- N/A**

**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 THE TAXPAYERS –N/A**

**ADJOURN MEETING**

The meeting was adjourned at 10:24am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

**NEXT MEETING  
TUESDAY, MAY 5, 2020  
10:00AM CONFERENCE ROOM NO. 2 & ZOOM  
COURTHOUSE ANNEX BUILDING**

May 5, 2020

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

The Elk County Commissioners met in regular session on Tuesday, May 5, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex and available via Zoom conferencing. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Daghir, M. Fritz Lecker and Matthew Quesenberry. Also physically present were Tom Wagner, Solicitor; Seth Higgins, Chief Clerk; Dan Rimer, I.T.; Tyler Daniels, Chief Assessor and Brian Stockman; press. Lee Neureiter, Register/Recorder; Mike McAllister, EMA; Beverly Lenze, Fiscal Officer; Kirk Zimmerman, Commissioner's office clerk and Mr. William Seely, resident all joined the meeting via Zoom.

M. Fritz Lecker made a motion to approve the agenda and was seconded by Joseph Daghir and carried unanimously.

Matthew Quesenberry made a motion to approve the Minutes of April 21, 2020 seconded by Joseph Daghir and carried unanimously.

**RESOLUTIONS**

- 2020-07: Authorizing Signatures on the Northwest Retirement Account
  - Joseph Daghir made a motion to adopt resolution 2020-07 seconded by M. Fritz Lecker and carried unanimously.

**OLD BUSINESS**

1. M. Fritz Lecker made a motion to approve the award of the mold remediation bid to AdvantaClean in the amount of \$46,627.41. That motion was seconded by Joseph Daghir and carried unanimously.

**NEW BUSINESS**

1. Joseph Daghir made a motion to approve Citizen Participation Plan for Elk County and Ridgway Borough's CDBG Program seconded by M. Fritz Lecker and carried unanimously.
2. Matthew Quesenberry made a motion to approve the CYS Renewal contract with AVANCO for FY 20-21 seconded by M. Fritz Lecker and carried unanimously.
3. Joseph Daghir made a motion to approve the Elk County Room Tax Committees' suggestion for a marketing plan for "reopening Elk County" for when the travel restrictions are lifted for \$4,200.00. This motion was seconded by Matt Quesenberry and carried unanimously.
4. M. Fritz Lecker made a motion to approve the County of Elk's notice of intent for requesting election security grant funds seconded by Joseph Daghir and carried unanimously.
5. Joseph Daghir made a motion to approve The County of Elk's notice of intent for requesting CARES Act grant funds seconded by M. Fritz Lecker and carried unanimously.
6. Matt Quesenberry made a motion to approve 4 Veterans Affairs widow burials seconded by M. Fritz Lecker and carried unanimously.
7. Joseph Daghir made a motion to approve 8 Veterans Affairs veteran burials seconded by M. Fritz Lecker and carried unanimously.
8. Matt Quesenberry made a motion to approve 7 headstone allowances for Veterans Affairs seconded by M. Fritz Lecker and carried unanimously.

## APPROVAL OF THE BILLS

APPROVAL OF THE BILLS: April 18, 2020 → May 1, 2020

GENERAL FUND	\$675,373.44
PAYROLL	\$266,983.19
NATIONAL FOREST FUND	\$409,110.75
COE DRUG AND ALCOHOL	\$4,734.85
COE WORK RELEASE	\$1,016.16
COE SUBSTANCE ABUSE	\$50.00
GAS WELL IMPACT FEE/ACT 13	\$15,415.20
2018 CDBG	\$3,401.02
PHFA (PHARE GRANT)	\$3,750.00
HAZMAT	\$1,606.06
E911 WIRELESS	\$312,242.15
ELK COUNTY LAW ENFORCEMENT	\$1,019.26
NTRP	\$31,766.84
COE CONSTRUCTION FUND	\$3,530.00

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

## CORRESPONDENCE

- Received correspondence from Earthtech, Inc. providing notification that they have submitted an application to the PADEP to allow the processing of stone and other construction material with a portable crushing/screening unit. The site is located near Wilcox, Jones Township, Elk County.
- Received correspondence from Stahl Sheaffer Engineering providing notification that the City of St. Marys is submitting an amendment to the PADEP Join 105/404 Water Obstruction and Encroachment permit for the Central Park development project in the City of St. Marys.
- Received correspondence from JHA Companies providing notification of their intent to apply to the PADEP for a Public Water Supply Permit on behalf of the Johnsonburg Municipal Authority.
- Received correspondence from NFG Midstream Clermont, LLC providing notification regarding Clermont's request to obtain a general plan approval and operating permit (GP-5) from the PADEP Air Quality Program for the construction and operation of new equipment at the existing Clermont West Compressor Station located in Jones Township, Elk County.
- Received correspondence from Hampson Surveying providing notification that Anderson Energy Services is applying for a DEP Chapter 105 General Permit Registration.

### 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.
- ❖ Commissioner Quesenberry noted that County would like to recognize the Corrections Officers at the Elk County Prison. The first week of May each year is designated as Correctional Officers' week and the County would like to recognize those Corrections Officers and their hard work especially right now during the health pandemic.

### QUESTIONS FROM THE PRESS

- 1) What is the plan to open the County?

M. Fritz Lecker explained the County was never under explicit direction of the Governor. The Commissioners made their decisions based on erring on the side of caution and for the safety of its' employees. Commissioner Lecker went on to say there is no immediate plans to recall employees or to reopen the building to the public at this time. Commissioner Quesenberry made a point stating there has not been any lack of services provided by the County. The employees of the County have continued to provide the services as expected to the citizens.

- 2) With the employees being off... are they furloughed or having reduced hours?

Commissioner Quesenberry responded that the County employees are working. They have not been furloughed and continue to work remotely or on staggered shifts in their respective offices.

- 3) Have the commissioners received any complaints about Unemployment frustrations?

Commissioner Daghir stated he has heard complaints. He did hear of someone having success contacting State Representative Matt Gabler's office and she received assistance directly from his office filing her claim. She was very pleased. Joe suggested trying to reach out to their office if anyone is having issues. M. Fritz Lecker seconded that suggestion. She stated she would also recommend reaching out to Matt Gabler's office.

### QUESTIONS FROM THE TAXPAYERS

William Seely was present via zoom and had a few questions regarding Tax Assessment where he expressed his concerns today. The commissioners along with the director of Tax Assessment, Tyler Daniels, as well as Tom Wagner, Solicitor will look into Mr. Seely's concerns.

### ADJOURN MEETING

The meeting was adjourned at 10:46am on a motion by M. Fritz Lecker seconded by Joseph Daghir and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

**NEXT MEETING**  
**TUESDAY, JUNE 16, 2020**  
**10:00AM CONFERENCE ROOM NO. 2 & ZOOM**  
**COURTHOUSE ANNEX BUILDING**

**May 19, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, May 19, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex and available via Zoom conferencing. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Dagher, M. Fritz Lecker and Matthew Quesenberry. Also physically present were Tom Wagner, Solicitor; Seth Higgins, Chief Clerk; Dan Rimer, I.T.; Kimberly Frey, Elections Director; and Brian Stockman; press. Lee Neureiter, Register/Recorder; Mike McAllister and Rick Glover all joined the meeting via Zoom.

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

Matthew Quesenberry made a motion to approve the Minutes of May 5, 2020 seconded by Joseph Dagher and carried unanimously.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve the Blueprints Contract for CYS FY 2019-2020 seconded by Matthew Quesenberry and carried unanimously.
2. M. Fritz Lecker made a motion to approve Jay Township's application for County aid in the amount of \$7,000.00 for Liquid Fuel Funds to be used for oiling various roads seconded by Matthew Quesenberry and carried unanimously.
3. Matthew Quesenberry made a motion to approve the MCM Consulting Group, Inc. contract with Northern Tier Regional 911 seconded by M. Fritz Lecker and carried unanimously.
4. Joseph Dagher made a motion to approve the ARS Elk County Courthouse Roof Evaluation Engineering Services Agreement seconded by Matthew Quesenberry and carried unanimously.
5. Joseph Dagher made a motion to approve the Election Security Grant Funds Agreement seconded by M. Fritz Lecker and carried unanimously.
6. Matthew Quesenberry made a motion to approve the CARES Act Grant Funds Agreement seconded by M. Fritz Lecker and carried unanimously.

**APPROVAL OF THE BILLS**

**APPROVAL OF THE BILLS: May 1, 2020 → May 15, 2020**

<b>GENERAL FUND</b>	<b>\$367,859.22</b>
<b>PAYROLL</b>	<b>\$228,290.19</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$10,000.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$6,219.38</b>
<b>TRANSPORTATION BLOCK GRANT</b>	<b>\$353,381.00</b>
<b>CDBG-C</b>	<b>\$1,078.18</b>
<b>2016 CDBG</b>	<b>\$11,044.94</b>
<b>HAZMAT</b>	<b>\$3,250.00</b>
<b>E911 WIRELESS</b>	<b>\$8,244.28</b>
<b>NTRP</b>	<b>\$244.46</b>
<b>COE CONSTRUCTION FUND</b>	<b>\$352.21</b>

**COE DEBT FUND**

**\$380,761.05**

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

**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.

**ADJOURN MEETING**

The meeting was adjourned at 10:29am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

**NEXT MEETING**

**TUESDAY, JUNE 16, 2020**

**10:00AM CONFERENCE ROOM NO. 2 & ZOOM  
COURTHOUSE ANNEX BUILDING**

**June 16, 2020**

**Retirement Board Reorganizational Meeting  
Elk County, Ridgway, Pennsylvania**

A special Meeting of the Retirement Board was held on Tuesday, June 16, 2019 at 10:35a.m. In Conference Room Number 2 at the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those present were Commissioners Joseph Dagher, Mary B. (Fritz) Lecker and Matthew Quesenberry. Also present was Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Thomas Wagner, Solicitor; Peggy Schneider, Treasurer; Jim Abbey, IT and Brian Stockman, Press.

**APPROVAL OF MINUTES**

M. Fritz Lecker made a motion to approve the minutes from the January 7, 2020 meeting seconded by Joseph Dagher and carried unanimously.

**APPROVAL OF AGENDA**

Joseph Dagher made a motion to approve the agenda seconded by Matthew Quesenberry and carried unanimously.

**NEW BUSINESS**

1. Joseph Dagher made a motion to approve revised life expectancy based on "Pub-2020 Public Retirement Plans Mortality Tables" from the Society of Actuaries. This motion was seconded by M. Fritz Lecker and carried unanimously.
2. Joseph Dagher made a motion to approve revised method for member deductions. The revised method projects the expected future member contributions to each individual's retirement and adjusts the value to reflect the difference between (a) the interested credited on the member balances and (b) the expected investment returns of the fund. Matthew Quesenberry seconded the motion and carried unanimously.
3. M. Fritz Lecker made a motion to approve lowering the assumed investment on return from 7.5% to 7.25% seconded by Joseph Dagher and carried unanimously.
4. Joseph Dagher made a motion to approve the payment of record-keeping fees to Boetger Retirement Plan Services from the Elk County Retirement Fund for 2020 seconded by Matthew Quesenberry. One voting member was opposed. The fees are \$700/quarterly or \$2,800.00 annually.

**QUESTIONS FROM THE PRESS – N/A**

**ADJOURN MEETING**

The meeting was adjourned at 10:38a.m. on a motion by Fritz Lecker seconded by Joseph Dagher and carried unanimously.

ATTEST:

  
Chief Clerk

**July 7, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, July 7, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex and available via Zoom conferencing. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Daghir, M. Fritz Lecker and Matthew Quesenberry. Also physically present were Tom Wagner, Solicitor; Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Peggy Schneider, Treasurer; Joe Kerchinski, Airport Manager; Bill Laird, Airport Authority; Dan Rimer, I.T. and Brian Stockman; press. Mike McAllister joined the meeting via Zoom.

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

M. Fritz Lecker made a motion to approve the Minutes of June 16, 2020 seconded by Joseph Daghir and carried unanimously.

**PRESENTATION**

- Bill Laird and Joe Kerchinski gave an update on the St. Marys Airport. They discussed the fact they had to cancel their upcoming fundraising events including the drag races along with the concert they intended to have. They also noted they have a fundraiser in the works where they will be selling about an acre of corn on the cobb to the public. Lastly they explained their hardship to the commissioners and asked for assistance financially if any financial assistance becomes available. The commissioners indicated more information is coming within this commissioners meeting regarding funding for locals.

**RESOLUTIONS**

- 2020 – 09: Extension of Declaration of Disaster Emergency
  - M. Fritz Lecker made a motion to adopt resolution 2020-09 seconded by Matthew Quesenberry and carried unanimously.
- 2020 – 10: Retroactively Authorizing Application to DCED for Covid-19 County Relief Block Grant Program back to June 26, 2020.
  - Matthew Quesenberry made a motion to adopt resolution 2020-10 seconded by Joseph Daghir and carried unanimously.
- 2020 – 11: Retroactively Request for Covid- 19 County Relief Block Grant of \$2,701,130.00 from DCED to June 26, 2020.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve the recommendation from the room tax committee to re-run the re-opening of Elk County campaign mid-July into early August at a cost of \$3,875.00. This motion was seconded by Joseph Daghir and carried unanimously.
2. Matthew Quesenberry made a motion to approve the City of St. Marys application for county aid in the amount of \$7,000.00 for Liquid Fuel Funds to be used for 284 tons of 1b stone at \$24.59 per ton. This motion was seconded by M. Fritz Lecker and carried unanimously.
3. M. Fritz Lecker made a motion to approve 2 headstone allowances for Veterans Affairs seconded by Joseph Daghir and carried unanimously.
4. Joseph Daghir made a motion to approve 1 widow burial for Veterans Affairs seconded by Matthew Quesenberry and carried unanimously.



5. Matthew Quesenberry made a motion to approve 2 veteran burials for Veterans Affairs seconded by M. Fritz Lecker and carried unanimously.
6. M. Fritz Lecker made a motion to approve CYS renewal contract for FY 2019-2020 with Pentz Run Youth Services/Independent Living. This motion was seconded by Joseph Dagher and carried unanimously.
7. Joseph Dagher made a motion to approve CYS renewal agreement for FY 2020-2021 with CWIS Data Sharing seconded by M. Fritz Lecker and carried unanimously.
8. Matthew Quesenberry made a motion to approve CYS renewal contract for FY 2019-2020 with Peter von Korff, PH.D. seconded by M. Fritz Lecker and carried unanimously.

### **APPROVAL OF THE BILLS**

#### **APPROVAL OF THE BILLS: June 13, 2020 → July 3, 2020**

<b>GENERAL FUND</b>	<b>\$502,712.62</b>
<b>PAYROLL</b>	<b>\$611,825.14</b>
<b>LIQUID FUEL</b>	<b>\$15,000.00</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$445.00</b>
<b>COE WORK RELEASE</b>	<b>\$767.30</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$1,381.46</b>
<b>HAZMAT</b>	<b>\$355.72</b>
<b>E911 WIRELESS</b>	<b>\$137,514.41</b>
<b>NTRP</b>	<b>\$353,726.15</b>

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

### **QUESTIONS FROM THE PRESS**

- Is there an opt out clause in the 2020-09 resolution extending the Declaration of Disaster Emergency.
  - Chief Clerk Higgins stated it is an open ended declaration.
  - Brian Stockman wanted to know when it would end.
  - Tom Wagner stated this is a discretionary act on the commissioners and they can rescind whenever they would like to do so.

### **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.

### **ADJOURN MEETING**

The meeting was adjourned at 10:43am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

**NEXT MEETING**  
**TUESDAY, JULY 21, 2020**  
**10:00AM CONFERENCE ROOM NO. 2 & ZOOM**  
**COURTHOUSE ANNEX BUILDING**

**July 21, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, July 21, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex and available via Zoom conferencing. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Dagher, M. Fritz Lecker and Matthew Quesenberry. Also physically present were Tom Wagner, Solicitor; Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Tracy Gerber, CDBG Coordinator; Ryan Miller, ARS Engineering; Patrick Watkavitch, Jay Township; Brian Bloom, EADS Group; Paul McCurdy, Ridgway Borough; LeeAnn Covac, Court Administrator; Dan Rimer, I.T.; Francis Gustafson, tax payer and Brian Stockman; press. Rick M. joined the meeting via Zoom.

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

M. Fritz Lecker made a motion to approve the Minutes of July 7, 2020 seconded by Matthew Quesenberry and carried unanimously.

**RESOLUTIONS**

- 2020 – 12: Proclamation for Pretrial, Probation and Parole Supervision Week July 19-25, 2020 recognizing adult and juvenile probation officers.
  - M. Fritz Lecker made a motion to adopt resolution 2020-12 seconded by Matthew Quesenberry and carried unanimously.

**NEW BUSINESS**

1. Matthew Quesenberry made a motion to award the bid for the CDBG FY 2017 Johnsonburg sidewalk and curb cut project to M & M Contracting in Ridgway in the amount of \$85,000.00. This motion was seconded by M. Fritz Lecker and carried unanimously.

Steger Masonry in Ridgway	\$102,000.00
Dave Roman Excavating in Reynoldsville	\$140,036.00
M & M Contracting in Ridgway	\$85,000.00
Bob Cummins Construction Co. in Bradford	\$102,200.00

2. Matthew Quesenberry made a motion to table the award of the bids for the CDBG Competitive Jay Township Water Authority, Village of Force water line replacement project until the August 4, 2020 meeting. This motion was seconded by M. Fritz Lecker and carried unanimously.

Dave Roman Excavating in Reynoldsville	\$643,986.00
C & R Directional Boring LLC in Clearfield	\$535,320.58
Glen Johnston Inc. in McKeesport	\$640,195.00
Continental Construction in Ridgway	\$433,340.00
D & M Contracting in New Alexandria	\$744,000.00
Klinginsmith Construction Enterprises of Conneaut Lake	\$697,835.60
Guyer Brothers Inc. of New Enterprise	\$756,169.20
Bison Construction Inc. of Fairmount City	\$678,183.00
Mortier's Excavating Inc. of Pulaski	\$743,708.00

3. M. Fritz Lecker made a motion to approve the Title IV-D cooperative agreement for the period of October 1, 2020 through September 30, 2025 for the Elk County Domestic Relations Section seconded by Matthew Quesenberry and carried unanimously.  
LeeAnn Covac, Court Administrator, was present and explained this is a 5-year cooperative agreement with the Department of Human Services Child Support and Enforcement that the Domestic Relations Office must adhere to. The County is eligible for 66% reimbursements for salary and benefits.
4. Matthew Quesenberry made a motion to approve 4 headstone allowances for Veterans Affairs seconded by Joseph Daghir and carried unanimously.
5. Joseph Daghir made a motion to approve 1 widow burial for Veterans Affairs seconded by M. Fritz Lecker and carried unanimously.
6. M. Fritz Lecker made a motion to approve 3 veteran allowances for Veterans Affairs second by Joseph Daghir and carried unanimously.
7. Matthew Quesenberry made a motion to reaffirm the approval of CY renewal contract FY 2020-2021 with CWIS Data Sharing Agreement seconded by Joseph Daghir and carried unanimously.  
This agreement was passed at the July 7, 2020 meeting; however, Director of CYS brought it back to the table due to the State changing some of the wording within the agreement.  
Tom Wagner, Solicitor, looked the agreement over again and said it was good to approve and that there is no monetary connection with a data sharing agreement like this.
8. M. Fritz Lecker made a motion to approve CYS Renewal FY 2019-2020 with Merakey Pennsylvania seconded by Joseph Daghir and carried unanimously.
9. Matthew Quesenberry made a motion to approve the Dickinson Center, Inc. contracts for CYS FY 2020-2021 seconded by M. Fritz Lecker and carried unanimously.
10. Joseph Daghir made a motion to approve the amendment between Elk County CYS and Elk County Probation Department with Mid-Atlantic Youth Service, Corp. for enhanced per diem rate for secure detention services during the COVID-19 pandemic seconded by M. Fritz Lecker and carried unanimously. The two changes are listed below:
  - a. Additional \$30.00 per day above FY 2019-2020
  - b. One-time COVID-19 testing fee of \$55.00
11. Joseph Daghir made a motion to approve the Courthouse lawn use application for Patricia Greene for a luminary service on Drug Overdose Awareness Day on August 31, 2020 from 4pm – about 11pm. This motion was seconded by M. Fritz Lecker and carried unanimously.
12. M. Fritz Lecker made a motion to approve the employee policy manual change regarding the probationary period seconded by Matthew Quesenberry and carried unanimously.  
The policy change eliminated the 5% wage reduction during the probationary period for non-bargaining employees.
13. Joseph Daghir made a motion to approve the employee policy manual change regarding emergency volunteers seconded by M. Fritz Lecker and carried unanimously.
14. M. Fritz Lecker made a motion to approve the 2020-2021 Human Services Development Fund Contracts seconded by Joseph Daghir and carried unanimously.

## **APPROVAL OF THE BILLS**

### **APPROVAL OF THE BILLS: July 4, 2020 → July 17, 2020**

<b>GENERAL FUND</b>	<b>\$187,311.14</b>
<b>PAYROLL</b>	<b>\$255,741.88</b>
<b>COE DRUG &amp; ALCOHOL</b>	<b>\$84.60</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$6,293.98</b>
<b>HAZMAT</b>	<b>\$175.47</b>
<b>E911 WIRELESS</b>	<b>\$19,808.04</b>
<b>NTRP</b>	<b>\$38,616.69</b>
<b>CONSTRUCTION FUND</b>	<b>\$3,267.50</b>

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

## **QUESTIONS FROM THE PRESS**

- Brian Stockman wanted to know when the COVID-19 grant applications would be available to the public.
  - The applications will be available by the end of the week, July 24, 2020. They will be available on the website as well as in the commissioner's office. The applications are due by August 31, 2020.
- Brian Stockman also wanted to know is there a cap on the monies available.
  - There are 6 eligible categories. The max for businesses and non-profits is \$10,000.

## **QUESTIONS FROM TAXPAYERS**

- Francis Gustafson raised issues he would like to address regarding Jay Township. The Commissioners have scheduled a meeting with Mr. Gustafson for Thursday morning.

## **CORRESPONDENCE**

- Received notification from Western Pennsylvania Conservancy of their GP-7 Application for the replacement of one undersized 48-inch diameter culvert with one 11.42' x 7.25' x 42' aluminum alloy CMP squash pipe at the crossing of Hunter Creek and Owls Nest Road in Highland Township.

## **GOOD OF THE COUNTY**

- ❖ Tom Wagner, County Solicitor, made a notice to the public regarding 2 lawsuits that have come up from the Trump campaign. All 67 Pennsylvania counties are in the lawsuit as defendants. Mr. Wagner went on to say the system the Elections office uses here in Elk County is very fair and very transparent. It does not appear as though we will have any issues; however, the county is keeping a close eye on the situation. Commissioner Quesenberry went on to say if anything has to happen it would be more of a procedural change that may need to be made, not the County having to buy new equipment or anything of that nature.

- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:47am on a motion by M. Fritz Lecker seconded by Joseph Daghir and carried unanimously.

ATTEST:



Chief Clerk

**NEXT MEETING**

**TUESDAY, AUGUST 4, 2020**

**10:00AM CONFERENCE ROOM NO. 2 & ZOOM  
COURTHOUSE ANNEX BUILDING**

**August 4, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, August 4, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex and available via Zoom conferencing. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Daghir and M. Fritz Lecker. Commissioner Quesenberry was excused from the meeting. Also physically present were Tom Wagner, Solicitor; Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Jim Abbey, I.T.; Ed Warmbrodt, Deputy Warden and Brian Stockman; press. Mike McAllister joined the meeting via Zoom.

M. Fritz Lecker made a motion to approve the agenda and was seconded by Joseph Daghir and carried unanimously.

Joseph Daghir made a motion to approve the Minutes of July 7, 2020 seconded by M. Fritz Lecker and carried unanimously.

**OLD BUSINESS**

1. M. Fritz Lecker made a motion to approve the bid award for the Jay Township Waterline project to Continental Construction in the amount of \$433,340.00. This motion was seconded by Joseph Daghir and carried unanimously.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve the nursing contract agreement for the prison with Brittane Neubert at a rate of \$22.37 per hour and the contract ends December 31, 2020. This motion was seconded by Joseph Daghir and carried unanimously.
2. Joseph Daghir made a motion to approve Fox Township application for Liquid Fuel Funds in the amount of \$7,000.00 for paving various roads in the township seconded by M. Fritz Lecker and carried unanimously.
3. Joseph Daghir made a motion to approve Benezette Township application for Liquid Fuel Funds in the amount of \$7,000.00 for major repairs to Houston Road seconded by M. Fritz Lecker and carried unanimously.
4. M. Fritz Lecker made a motion to approve Johnsonburg Borough application for Liquid Fuel Funds in the amount of \$7,000.00 to help with the purchase of a John Deere 506 compact excavator seconded by Joseph Daghir and carried unanimously.
5. Joseph Daghir made a motion to approve 2 widow burial allowances for Veterans Affairs seconded by M. Fritz Lecker and carried unanimously.
6. Joseph Daghir made a motion to approve the use of Room Tax Committee funds in the amount of \$6,700.00 for the printing of 75,000 Elk Viewing Guides as recommended by the Room Tax Committee seconded by M. Fritz Lecker and carried unanimously.

**APPROVAL OF THE BILLS: July 18, 2020 → July 31, 2020**

<b>GENERAL FUND</b>	<b>\$290,706.90</b>
<b>PAYROLL</b>	<b>\$256,813.33</b>
<b>LIQUID FUEL</b>	<b>\$21,000.00</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$5,056.93</b>
<b>HUMAN SERVICE DEVELOPMENT BLK</b>	<b>\$15,000.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$56,752.41</b>
<b>HAZMAT</b>	<b>\$4,838.58</b>

**E911 WIRELESS  
NTRP  
CONSTRUCTION FUND**

**\$13,406.30  
\$6,204.50  
\$1,812.75**

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

**QUESTIONS FROM THE PRESS – N/A**

**QUESTIONS FROM TAXPAYERS – N/A**

**CORRESPONDENCE – N/A**

**GOOD OF THE COUNTY**

- ❖ Commissioner Daghir reported Treasurer, Peggy Schneider, was unable to attend the meeting; however, she wanted to share financial information with the taxpayers.
  - General Fund Checking Account Balance as of Today: \$1,929,257.76
  - Invested Fund
    - \$3,296,635.75 in PLGIT
    - \$1,000,843.08 Money Market with County National
    - Total invested funds: \$4,297,478.83
  - Total Funds Available: \$6,226,736.59
  - Revenue due for August 2020 is approximately \$400,000.00
  - Last year at the end of August the County's Total Funds were: \$6,198,249.74
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:15am on a motion by M. Fritz Lecker seconded by Joseph Daghir and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

**NEXT MEETING  
TUESDAY, AUGUST 18, 2020  
10:00AM CONFERENCE ROOM NO. 2 & ZOOM  
COURTHOUSE ANNEX BUILDING**



**August 18, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, August 18, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex and available via Zoom conferencing. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Daghir, M. Fritz Lecker and Matthew Quesenberry. Also physically present were Tom Wagner, Solicitor; Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Dan Rimer, I.T. and Brian Stockman; press. No individuals participated via Zoom.

Matthew Quesenberry made a motion to approve the agenda with the proposed changes from Commissioner Daghir below. This motion was seconded by M. Fritz Lecker and carried unanimously.

- Change item #10 to Approve CYS FY 20-21 Renewal Contract with CWEL (Pitt Bradford Masters Program)
- Add an additional item #14 to Approve CYS FY 20-21 Renewal Contract with Blueprints Foster Care in Washington, PA.

Joseph Daghir made a motion to approve the Minutes of August 4, 2020 seconded by M. Fritz Lecker and carried unanimously.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve Spring Creek Township Application for Liquid Fuel Funds in the amount of \$7,000.00 to help with the purchase of a 2019 ZZ BT-Mega 31674 for cleaning ditches and the road. This motion was seconded by Matthew Quesenberry and carried unanimously.
2. Joseph Daghir made a motion to approve 2 Widow burial Allowances for Veterans Affairs Office seconded by M. Fritz Lecker and carried unanimously.
3. Matthew Quesenberry made a motion to approve 1 veteran burial allowance for Veterans Affairs Office seconded by M. Fritz Lecker and carried unanimously.
4. M. Fritz Lecker made a motion to retroactively approve Cindy Wyant's Courthouse Lawn Use Application for August 15, 2020 at 10:00am for a wedding. This motion was seconded by Joseph Daghir and carried unanimously.
5. M. Fritz Lecker made a motion to retroactively approve the MATP Grant agreement and assurance of compliance to August 5, 2020 seconded by Joseph Daghir and carried unanimously.
6. Joseph Daghir made a motion to appoint Candy A. Reis to the Elk County Planning Commission with her term expiring December 31, 2021 seconded by Matthew Quesenberry and carried unanimously.
7. Matthew Quesenberry made a motion to approve the highest bid for the 2008 Chevy Equinox from the County's auction to Steve Schatz in the amount of \$1,500. This motion was seconded by M. Fritz Lecker and carried unanimously. (See All Bids Below)

CLINTON WILLIAMS	\$1,251.50
<b>STEVE SCHATZ</b>	<b>\$1,500.00 *Winning Bid</b>
RANDY MARCONI	\$1,111.00
STEVE'S AUTO SALES	\$1,475.00

8. M. Fritz Lecker made a motion to approve the amended language in the Elk County Personnel Policies for Emergency Volunteers seconded by Joseph Daghir and carried unanimously.

9. Matthew Quesenberry made a motion to approve Horton Township Application for Liquid Fuel Funds in the amount of \$7,000.00 to oil various township roads second by M. Fritz Lecker and carried unanimously.
10. Joseph Daghir made a motion to approve CYS FY 20-21 Renewal Contract with CWEL (Child Welfare Educational Leadership) with Pitt Bradford. This motion was seconded by Matthew Quesenberry and carried unanimously.
11. M. Fritz Lecker made a motion to approve CYS FY 20-21 Renewal Contract with Children's Aid Society in Clearfield County seconded by Joseph Daghir and carried unanimously.
12. Joseph Daghir made a motion to approve the agreement between CGI Communications, Inc. and the County of Elk to produce up to 6 video chapters. This motion was seconded by M. Fritz Lecker and carried unanimously.
13. M. Fritz Lecker made a motion to approve the application for use of courthouse lawn for Alcohol and Drug Abuse Services for a Free Kettlebell class to residents of all ages. This will run for 5 weeks: August 21 & 28<sup>th</sup>, September 4, 11 & 18<sup>th</sup> from 11pm-12pm. This motion was seconded by Joseph Daghir and carried unanimously.
14. Joseph Daghir made a motion to approve CYS FY 20-21 Renewal Contract with Blueprints Foster Care in Washington, PA. This motion was seconded by Matthew Quesenberry and carried unanimously.

**APPROVAL OF THE BILLS: August 1, 2020 → August 14, 2020**

<b>GENERAL FUND</b>	<b>\$276,242.50</b>
<b>PAYROLL</b>	<b>\$235,013.76</b>
<b>LIQUID FUEL ACT 144</b>	<b>\$311.88</b>
<b>COVID-19 PROGRAM</b>	<b>\$8,020.69</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$5,000.00</b>
<b>COE SUBSTANCE ABUSE</b>	<b>\$100.00</b>
<b>FEDERAL SOCIAL SERVICE/EMERG. SHELTER</b>	<b>\$6,954.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$1,151.50</b>
<b>2018 CDBG</b>	<b>\$4,461.35</b>
<b>HAZMAT</b>	<b>\$40.01</b>
<b>E911 WIRELESS</b>	<b>\$14,433.74</b>
<b>NTRP</b>	<b>\$39,162.09</b>
<b>CONSTRUCTION FUND</b>	<b>\$3,878.28</b>

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

**QUESTIONS FROM THE PRESS**

- Brian - Did any Benazette Supervisors approach any of the commissioners about the bank closing? M. Fritz Lecker – Yes and it was suggested that they meet with the citizens to have them voice their concern.

**QUESTIONS FROM TAXPAYERS** – N/A

**CORRESPONDENCE**

- Received notification from Keller Engineers that Fox Township Supervisors will be filing for a Public Water Supply Permit for their proposed waterline interconnection near Toby Road.

**GOOD OF THE COUNTY**

- ❖ This is a reminder for any business or non-profit interested in applying for the County's COVID-19 Grant that applications are due by August 31, 2020.
- ❖ Another reminder for all County residents to be sure to complete your 2020 census.
- ❖ One last reminder the Act 13 Mini Grant Applications are due by August 31, 2020.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:22am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:

  
\_\_\_\_\_  
Chief Clerk

**NEXT MEETING****TUESDAY, SEPTEMBER 8, 2020****10:00AM CONFERENCE ROOM NO. 2 & ZOOM  
COURTHOUSE ANNEX BUILDING**

**September 8, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, September 8, 2020 at 10:00am in Conference Room No. 2 of the Courthouse Annex and available via Zoom conferencing. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Dagher, M. Fritz Lecker and Matthew Quesenberry. Also physically present were Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Kimberly Frey, Elections Director; Dan Rimer, I.T. and Brian Stockman; press. No individuals participated via Zoom.

M. Fritz Lecker made a motion to approve the agenda with a minor correction at the bottom changing the note at the bottom of page one to read: "New Business Item #12 on the next full page." This motion was seconded by Matthew Quesenberry and carried unanimously.

M. Fritz Lecker made a motion to approve the Minutes of August 18, 2020 seconded by Matthew Quesenberry and carried unanimously.

**RESOLUTION**

- M. Fritz Lecker made a motion to adopt Resolution #2020 – 13: CDBG – CV (Community Development Block Grant – Coronavirus Program). Joseph Dagher seconded this motion and carried unanimously.

**NEW BUSINESS**

1. Matthew Quesenberry made a motion to approve change to Funeral Leave Policy, formerly known as Bereavement Leave, in the Elk County Personnel Policies manual. This motion was seconded by Joseph Dagher and carried unanimously.
2. M. Fritz Lecker made a motion to approve the Happy Traveler tourism guide ¼-page ad in the amount of \$3,150 for 2021 printing based on the recommendation of the room tax committee. This motion was seconded by Joseph Dagher and carried unanimously.
3. M. Fritz Lecker made a motion to approve application for use of Courthouse Lawn for Friends of Glenn Thompson for a meet and greet for Tuesday, September 8, 2020 at 3:00pm. This motion was seconded by Joseph Dagher and carried unanimously.
4. Joseph Dagher made a motion to approve CYS Renewal Contract FY 2020 – 2021 Merakey Pennsylvania. (Renewal of foster care placement facility) This motion was seconded by Matthew Quesenberry and carried unanimously.
5. M. Fritz Lecker made a motion to approve Ridgway Chamber of Commerce application for use of courthouse lawn on Saturday, September 26, 2020 for the Flavors of Fall Festival. This motion was seconded by Joseph Dagher and carried unanimously.
6. M. Fritz Lecker made a motion to approve Elk County Wilds Tourism Association application for use of courthouse lawn on Saturday, October 17, 2020 from 1:00pm to 3:00pm for a 2<sup>nd</sup> Amendment Rally. This motion was seconded by Joseph Dagher and carried unanimously.
7. Joseph Dagher made a motion to approve interoperability and site sharing agreement with the Commonwealth of Pennsylvania through the Pennsylvania State Police for PA STARNet. This motion was seconded by Matthew Quesenberry and carried unanimously.

\*This will allow placement of a tower on Winslow Hill in order to improve service for first responders. There is no monetary connection with this agreement.

8. M. Fritz Lecker made a motion to approve the award of Act 13 Legacy Funds to Toby Creek Watershed Association for pumps/chemicals-Blue Valley Treatment Plant in the amount of \$5,349.64. This motion was seconded by Joseph Daghir and carried unanimously.
9. M. Fritz Lecker made a motion to retroactively approve the award of Act 13 Legacy Funds to the Borough of Ridgway for the Volleyball Court at the Community Pool Complex in the amount of \$5,000.00. This motion was seconded by Joseph Daghir and carried unanimously.
10. Joseph Daghir made a motion to appoint Susan Shick to the temporary, part time relief person assigned to the Elections Office. This motion was seconded by Matthew Quesenberry and carried unanimously.
11. Joseph Daghir made a motion to approve sales agreement between County of Elk and ES & S for 3 scanners in the amount of \$14,445.00. This motion was seconded by M. Fritz Lecker and carried unanimously.
12. Joseph Daghir made a motion to approve the following Act 13 Mini Grants seconded by M. Fritz Lecker and carried unanimously.

HORTON TOWNSHIP VFD	CHAINSAW & ACCESSORIES	\$987.81
JOHNSONBURG VFD	STIHL MS461 & MILWAUKEE SAWS	\$2,467.95
JAY TOWNSHIP VFD	PURCHASE/INSTALL EMERGENCY GENERATOR	\$2,500.00
RIDGWAY VFD	PURCHASE/INSTALL HVAC UNIT	\$2,500.00
CRYSTAL VFD	WASHER/EXTRACTOR MACHINE	\$2,500.00
ELKLAND SEARCH & RESCUE	TRACK SYSTEM FOR POLARIS SXs	\$2,500.00
RIDGWAY BOROUGH	TREES/PLANTING	\$1,000.00
CITY OF ST. MARYS	ELECTRICAL UPGRADE MEMORIAL PARK & POOL	\$1,016.00
JOHNSONBURG MUNICIPAL AUTHORITY	BLDG. RESTORATION 601 MARKET STREET	\$2,500.00
JONES TOWNSHIP MUNICIPAL AUTHORITY	REPLACE GRINDER PUMPS	\$2,500.00
ST. MARYS MUNICIPAL AIRPORT AUTHORITY	REFURBISH HANGER #3	\$2,500.00
RIDGWAY TOWNSHIP SUPERVISORS	SANDY BEACH PARK PAVILION #3 UPGRADES	\$2,500.00
PENN HIGHLAND ELK	BACKUP LIGHTING/PORTABLE RADIOS	\$2,500.00
BENNETTS VALLEY SENIOR CENTER	PARKING LOT PAVING	\$2,500.00
ELK COUNTY HISTORICAL SOCIETY	REPLACE IROQUOIS HISTORICAL MARKER	\$2,110.00
FRIENDS OF TWIN LAKES – ANF	FEASIBILITY STUDY EADS GROUP	\$2,500.00
KEYSTONE ELK COUNTRY ALLIANCE	VIEWING WALLS, TRAILS	\$2,500.00
WESTERN PENNSYLVANIA CONSERVANCY	MIDDLE FORK RD. STABILIZATION/FISH HABITAT	\$2,500.00
RIDGWAY RIFLE CLUB	SITE WORK/COMPUTER/SCORING SYSTEM	\$5,000.00
RIDGWAY ODDFELLOWS CLUB	RESTORE CANNON WHEELS COURTHOUSE LAWN	\$5,000.00
-----	<b>TOTAL AWARD AMOUNT:</b>	<b>\$50,081.76</b>

**APPROVAL OF THE BILLS: August 15, 2020 → September 4, 2020**

<b>GENERAL FUND</b>	<b>\$402,974.76</b>
<b>PAYROLL</b>	<b>\$233,573.73</b>
<b>LIQUID FUEL</b>	<b>\$7,000.00</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$750.00</b>
<b>COE DUI CORRECTIONS</b>	<b>\$6,987.00</b>
<b>COE DRUG &amp; ALCOHOL</b>	<b>\$100.00</b>
<b>HUMAN SERVICE DEVELOPMENT BLK</b>	<b>\$12,500.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$275.00</b>
<b>HAZMAT</b>	<b>\$942.10</b>
<b>E911 WIRELESS</b>	<b>\$126,318.29</b>
<b>NTRP</b>	<b>\$ 1,870.81</b>
<b>CONSTRUCTION FUND</b>	<b>\$427.49</b>

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

**QUESTIONS FROM THE PRESS – N/A**

**QUESTIONS FROM TAXPAYERS – N/A**

**CORRESPONDENCE**

- Received notification from Stiffler McGraw Architects, LLC. of submission of General Permit (GP-11) Registrations to the PADEP for culvert replacement projects for Straight Creek Road over Billy Buck Run, Cherry Run and Straight Creek.

**GOOD OF THE COUNTY**

- ❖ Continual reminder for all County residents to be sure to complete your 2020 census.
- ❖ Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:31am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:

  
Chief Clerk

**NEXT MEETING**

**TUESDAY, SEPTEMBER 22, 2020**  
**10:00AM CONFERENCE ROOM NO. 2 & ZOOM**  
**COURTHOUSE ANNEX BUILDING**

September 22, 2020

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

The Elk County Commissioners met in regular session on Tuesday, September 22, 2020 at 10:05am in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Dagher, M. Fritz Lecker and Matthew Quesenberry. Also physically present were Tom Wagner, Solicitor; Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Kim Frey, Director of Elections; Leslie Neal, Director of Veterans Affairs; Dan Rimer, I.T.; Al Joe Maletto and Brian Stockman; press.

M. Fritz Lecker made a motion to approve the agenda with the proposed changes below. This motion was seconded by Joseph Dagher and carried unanimously.

- Strike New Business Item #2 from the agenda.

M. Fritz Lecker made a motion to approve the Minutes of August 4, 2020 seconded by Matthew Quesenberry and carried unanimously.

**RESOLUTION**

- Joseph Dagher made a motion to approve Resolution 2020 – 14: Recognition of Governor Wolf's proclamation for Suicide Prevention Month September 2020 and Suicide Prevention Week September 6 – 12, 2020. This motion was seconded by M. Fritz Lecker and carried unanimously.

**NEW BUSINESS**

1. Joseph Dagher made a motion to approve the Maximus Contract Renewal for Elk County's 2019 through 2021 Cost Allocation Plan for CYS and DRS seconded by M. Fritz Lecker and carried unanimously.
2. Joseph Dagher made a motion to approve the contract renewal for Elk County Children and Youth and Pentz Run Youth Services. (Group used for home/shelter placements) This motion was seconded by M. Fritz Lecker and carried unanimously.
3. Joseph Dagher made a motion to approve the contract renewal for Elk County Children and Youth and Lifespan Family Services of PA. (Group used for foster home placements.) This motion was seconded by M. Fritz Lecker and carried unanimously.
4. Joseph Dagher made a motion to approve the ARS Engineering Services bid for consultation, design, specifications, plan development and construction management services for 3 capital improvement projects. (Courthouse Addition Stormwater Improvement Project \$750.00, Courthouse Annex Parking Lot Project \$3,000.00, Courthouse Roof Replacement Project \$1,500.00) This motion was seconded by Matthew Quesenberry and carried unanimously.
5. Opening of job evaluation study bids.

Strategy Solutions, Inc.	Erie, PA	\$17,900.00 plus travel expenses
NJ Hess Associates	Hummelstown, PA	\$4,500.00

M. Fritz Lecker made a motion to table the award until the October 6, 2020 commissioners' meeting for further review. This motion was seconded by Joseph Dagher and carried unanimously.

**APPROVAL OF THE BILLS: September 4, 2020 → September 18, 2020**

GENERAL FUND	\$222,241.22
PAYROLL	\$242,504.47
COVID-19	\$3,526.89
COE DRUG & ALCOHOL	\$184.81
GAS WELL IMPACT FEE/ACT 13	\$16,377.46
HAZMAT	\$40.01
E911 WIRELESS	\$148,242.82
NTRP	\$35,801.58
CONSTRUCTION FUND	\$118.01

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

**QUESTIONS FROM THE PRESS –N/A**

**QUESTIONS FROM TAXPAYERS**

- Al Joe Maletto gave a brief update about the progress in Johnsonburg. Sidewalks are being replaced, some paving is going on and they are not sure when pool in the community center will be filled due to water restrictions right now.

**CORRESPONDENCE**

- Received notification from Rettew to inform the Commissioners that they are applying for a new permit (ESCGP-3). The project location is 583 Cotter Road in St. Marys.

**GOOD OF THE COUNTY**

- The Commissioners have approved 78 applications for the COVID-19 County Relief Block Grant. The award amount totals \$607,421.15. Of this award round, 52 approved applicants applied under the small business criteria and 27 as nonprofits. Applications are being approved on a rolling basis. Announcements will be made at the Commissioners' meetings regarding the latest number of approvals as well as the sum total of the award amount. Approved businesses and organizations will receive a letter in the mail stating their award amount as well as pertinent grant documents. Applicants must execute the documents and return by mail to the Commissioners' office. Once the contract is received, a check in the amount of the award will be processed and mailed to the applicant.
- The Commissioners are thrilled to report nearly 300 grant applications have been received. These funds will help support our County's small businesses and nonprofits as they carry on during these trying times.
- Elections Director, Kim Frey, gave an update on how things are going in the Elections Department.
  - October 19, 2020 is the last day to register to vote, to change your name or address on your voter registration card. It is also the last day to change your party.
  - October 27, 2020 is the last day to request an absentee ballot and to request mail-in voting.
  - Kim stated around 3,400 people applied for mail-in voting.
  - Kim also stated they can be received up until 8:00pm

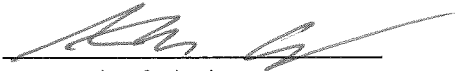


- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:45am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:



Chief Clerk

**NEXT MEETING**

**TUESDAY, OCTOBER 6, 2020**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**October 6, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, October 6, 2020 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 Daghir, M. Fritz Lecker and Matthew Quesenberry. Also present were Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Peggy Schneider, Treasurer; Greg Gebauer, Warden; Nancy Baker, CYS Director; Marsha Dippold, Director of Employment Support at DCI; Dan Rimer, I.T. and Brian Stockman; press.

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

M. Fritz Lecker made a motion to approve the Minutes of September 22, 2020 seconded by Matthew Quesenberry and carried unanimously.

**RESOLUTION**

- 2020 – 15: National Disability Employment Awareness Month Proclamation  
Joseph Daghir made a motion to adopt resolution 2020-15 seconded by M. Fritz Lecker and carried unanimously.  
Marsha Dippold, Director of Employment Support Services, was present and explained the importance of the program. She recognized the ongoing support of the County commissioners and thanked them for their support.

**OLD BUSINESS**

1. Matthew Quesenberry made a motion to award the bid of the job evaluation study to Strategy Solutions, Inc. from Erie, PA. This motion was seconded by Joseph Daghir and carried unanimously. Strategy Solutions, Inc. is holding the bid price through January 2021.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve the contract renewal with George N. Daghir, Solicitor, for CYS for 2021 seconded by Matthew Quesenberry. Commissioner Joseph Daghir abstained from voting due to George N. Daghir being his brother. Nancy Baker, CYS Director, was present and expressed her confidence in George and his services for CYS for the past 17 years.
2. Joseph Daghir made a motion to approve the contract renewal with A Second Chance Incorporated for CYS for FY 20-21 seconded by Matthew Quesenberry and carried unanimously.
3. Matthew Quesenberry made a motion to approve the contract renewal with Summit School, Inc. for CYS for FY 20-21 seconded by Joseph Daghir and carried unanimously.
4. M. Fritz Lecker made a motion to change some of the language in the Courthouse Lawn Use Application. This motion was seconded by Joseph Daghir and carried unanimously. The change included prohibiting fireworks, open fires and incendiary devices.
5. M. Fritz Lecker made a motion to appoint Joseph Daghir to the Elk County Conservation Board of Directors for the term of January 1, 2021 to December 31, 2021. This motion was seconded by Joseph Daghir and carried unanimously.

6. M. Fritz Lecker made a motion to appoint Russ Braun to the Elk County Conservation Board of Directors for the term of January 1, 2021 to December 31, 2024. This motion was seconded by Matthew Quesenberry and carried unanimously.
7. Joseph Daghir made a motion to approve the Administrative Services Agreement between the County of Elk and Beneflex-Erie, Inc. This motion was seconded by M. Fritz Lecker and carried unanimously. Samantha Mitchell, Deputy Chief Clerk/HR Specialist was present and explained this will be the new administrator of the employees of the County of Elk's Flexible Spending Accounts. The current administrator is not satisfying the needs of the County and the County employees. The County is going with the new administrator effective January 1, 2021.

**APPROVAL OF THE BILLS: September 19, 2020 → October 2, 2020**

<b>GENERAL FUND</b>	<b>\$348,585.96</b>
<b>PAYROLL</b>	<b>\$246,770.33</b>
<b>COVID-19</b>	<b>\$3,921.24</b>
<b>COE WORK RELEASE</b>	<b>\$1,245.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$9,998.09</b>
<b>CDBG-C</b>	<b>\$2,577.90</b>
<b>2016 CDBG</b>	<b>\$1,134.40</b>
<b>2017 CDBG</b>	<b>\$5,178.95</b>
<b>HAZMAT</b>	<b>\$345.02</b>
<b>E911 WIRELESS</b>	<b>\$23,676.71</b>
<b>NTRP</b>	<b>\$1,726.36</b>
<b>CONSTRUCTION FUND</b>	<b>\$2,400.00</b>

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

**QUESTIONS FROM THE PRESS –N/A**

**QUESTIONS FROM TAXPAYERS – N/A**

**CORRESPONDENCE – N/A**

**GOOD OF THE COUNTY**

- October is Breast Cancer Awareness Month, an annual campaign to increase awareness, raise funds for research into its cause, prevention, diagnosis and treatment of the disease.
- The Commissioners report that nearly 300 COVID-19 County Relief Block grant applications have been received. As of October 5, 2020, 147 applications have been approved or denied. The total amount allocated for award to date is \$1,008,459.99.
  - Since the last Commissioners' meeting, 94 applications have been processed resulting in 12 denials and 84 approvals totaling \$401,038.84. 123 applications are still undergoing review. Announcements will be made at the Commissioners' meetings regarding the latest number of approvals as well as the sum total of the award amount. Approved businesses and organizations will receive a letter in the mail stating their award amount as well as pertinent grant documents. Applicants

must execute the documents and return by mail to the Commissioners' office. Once the contract is received, a check in the amount of the award will be processed and mailed to the applicant.

- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:30am on a motion by Joseph Daghir seconded by M. Fritz Lecker and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

**NEXT MEETING**

**TUESDAY, OCTOBER 20, 2020**

**10:00AM CONFERENCE ROOM NO. 2**

**COURTHOUSE ANNEX BUILDING**

**October 20, 2020**

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

The Elk County Commissioners met in regular session on Tuesday, October 20, 2020 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 Dagher, M. Fritz Lecker and Matthew Quesenberry. Also present were Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Tom Wagner, Solicitor; Peggy Schneider, Treasurer; Nancy Baker, CYS Director; Tracy Geber, CDBG Coordinator; Billie Jo Weyant, CAPSEA; Courtney Pahel, DCI; Jim Abbey, I.T. and Brian Stockman; press.

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

Joseph Dagher made a motion to approve the minutes of October 6, 2020 seconded by Matthew Quesenberry and carried unanimously.

**RESOLUTION**

- 2020 – 16: National Parents as Teachers Day, November 8, 2020 Proclamation  
M. Fritz Lecker made a motion to adopt resolution 2020-16 seconded by Matthew Quesenberry and carried unanimously.  
Courtney Pahel, Program Director of Children's Education Programs at DCI was present and explained the importance of the program to the Elk County Community.
- 2020 – 17: CDBG FY 2020 Application to DCED  
Joseph Dagher made a motion to adopt resolution 2020-17 seconded by Matthew Quesenberry and carried unanimously. Tracy Gerber was on hand for any questions regarding this resolution.

1. Jay Township Water Authority – Byrnedale Meter Replacement CDBG funded \$49,875.00.
2. Johnsonburg Borough – West End Storm Sewer Replacement Project CDBG funded \$89,004.00.
3. Jay Township Sewer Authority – Village of Force pump station CDBG funded \$42,452.00.
4. Ridgway Borough curb cuts in the Hill Street area, multi year with FY 2019. Project amount is \$76,234.00, balance to administration.

TOTAL GRANT: \$314,102.00

County: \$221,134.00

Ridgway Borough: \$92,968.00

- 2020-18: Proclamation of Recognition of Domestic Violence Awareness Month October '20.  
Joseph Dagher made a motion to adopt resolution 2020-18 seconded by M. Fritz Lecker and carried unanimously.  
Billie Jo Weyant, Executive Director of CAPSEA was present and gave some alarming local statistics for Domestic Violence in our area with the current pandemic situation.

## **NEW BUSINESS**

1. M. Fritz Lecker made a motion to re-appoint Fred Krug and Russ Braun to the Elk County Solid Waste Authority effective January 1, 2021 through December 2025. This motion was seconded by Joseph Daghir and carried unanimously.
2. Matthew Quesenberry made a motion to approve the renewal contract FY 20-21 Community Specialist Corporation seconded by Joseph Daghir and carried unanimously.

## **APPROVAL OF THE BILLS: October 3, 2020 → October 16, 2020**

<b>GENERAL FUND</b>	<b>\$129,317.29</b>
<b>PAYROLL</b>	<b>\$249,657.66</b>
<b>COVID-19</b>	<b>\$351,345.44</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$5,349.64</b>
<b>HUMAN SERVICE DEVELOPMENT BLK</b>	<b>\$8,333.00</b>
<b>FED. SOCIAL SERVICE/EMERG. SHELTER</b>	<b>\$4,636.00</b>
<b>TRANSPORTATION BLOCK GRANT</b>	<b>\$181,513.00</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$8,325.00</b>
<b>PHFA (PHARE GRANT)</b>	<b>\$16,025.00</b>
<b>HAZMAT</b>	<b>\$15,872.05</b>
<b>E911 WIRELESS</b>	<b>\$53,030.14</b>
<b>NTRP</b>	<b>\$34,552.26</b>

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

## **QUESTIONS FROM THE PRESS** –N/A

## **QUESTIONS FROM TAXPAYERS** – N/A

## **CORRESPONDENCE** – N/A

## **GOOD OF THE COUNTY**

- 206 grant applications have been approved totaling approximately \$1.5 million dollars. The goal is to start getting checks in the mail next week.
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

## **ADJOURN MEETING**

The meeting was adjourned at 10:30am on a motion by Joseph Daghir seconded by M. Fritz Lecker and carried unanimously.

ATTEST:

  
\_\_\_\_\_  
Chief Clerk

**NEXT MEETING**  
**TUESDAY, November 17, 2020**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**November 4, 2020**

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

The Elk County Commissioners met on Wednesday, November 4, 2020 at 10:00am in Conference Room No. 1 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Daghir, M. Fritz Lecker and Matthew Quesenberry. Also present were Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Tom Wagner, Solicitor; LeeAnn Covac, District Court Administrator; Tracy Gerber, CDBG Coordinator; Jim Abbey, I.T.; Dan Rimer, I.T. and Brian Stockman, press.

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

Matthew Quesenberry made a motion to approve the minutes of October 20, 2020 seconded by M. Fritz Lecker and carried unanimously.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to award the bid to Daghir Construction for the Probation Department Renovation Project for \$58,064.00 seconded by Matthew Quesenberry. Commissioner Joseph Daghir abstained from the vote due the contractor being family. This request comes from the 59<sup>th</sup> Judicial District. Payment will be made from the Elk County COVID-19 Relief Block Grant.  
Court Administrator, LeeAnn Covac, was present and explained the need of the renovations is primarily due to the current inability for social distancing as well as confidentiality.
2. Joseph Daghir made a motion to approve the MOA of agreement for services for installing Albert Sensors for the County. The agreement is between the DOS and the County of Elk. M. Fritz Lecker seconded this motion and carried unanimously.  
Jim Abbey- IT Director was present and explained this was an added layer of cyber security. This agreement will not cost the county anything for two years. If after two years the County wishes to continue with the sensors, the County would just need to pay for the services. (\$10,000-\$13,000 per year) If at that time the County wishes to end services, they may do so at that time.
3. M. Fritz Lecker made a motion to approve the service agreement between the County of Elk and American Office Service, Inc. for \$39,381.00 to reupholster 220 fixed audience seats in the Courtroom Gallery per request of the 59<sup>th</sup> Judicial District. This motion was seconded by Joseph Daghir and carried unanimously. Payment will be made from the Elk County COVID-19 Relief Block Grant.  
Court Administrator, LeeAnn Covac, was present and explained the primary need for this switch is to allow the Court the ability to sanitize the seating areas throughout the Courthouse.
4. Joseph Daghir made a motion to approve the quote from Way Office Plus for the replacement of fabric seats to vinyl seats for all movable chairs in the main courtroom, jury deliberation rooms, law library and second floor hallway. (Approximately 76 chairs total) The quote was for \$32,464.92. This request comes from the 59<sup>th</sup> Judicial District and will be paid for from the Elk County COVID-19 Relief Block Grant.  
Court Administrator, LeeAnn Covac, was present and again explained the need is to have the ability to properly sanitize the seating areas throughout the Courthouse.



5. M. Fritz Lecker made a motion to approve the quote from Centre Communications for (3) three portable tower mounted trailers (COW – Cell on Wheels) at \$110,121.00 per system and the North Central Microwave connection and installation at \$7,110.00. The total for all (3) three units *not to exceed* \$351,663.00. Payment from Elk County CARES funding.

**APPROVAL OF THE BILLS: October 17, 2020 → October 30, 2020**

<b>GENERAL FUND</b>	<b>\$139,003.83</b>
<b>PAYROLL</b>	<b>\$240,900.38</b>
<b>COVID-19</b>	<b>\$967,446.48</b>
<b>COE DRUG &amp; ALCOHOL</b>	<b>\$84.81</b>
<b>COE WORK RELEASE</b>	<b>\$1,899.49</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$25.00</b>
<b>2017 CDBG</b>	<b>\$79,790.00</b>
<b>HAZMAT</b>	<b>\$1,293.01</b>
<b>E911 WIRELESS</b>	<b>\$11,191.91</b>
<b>NTRP</b>	<b>\$146,406.44</b>
<b>COE AFFORDABLE HOUSING</b>	<b>\$5,400.00</b>

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

**QUESTIONS FROM THE PRESS – N/A**

**QUESTIONS FROM TAXPAYERS – N/A**

**CORRESPONDENCE – N/A**

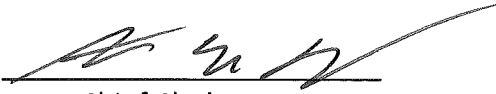
**GOOD OF THE COUNTY**

- The Elk County Commissioners would like to recognize November 11, 2020 as Veterans Day. To those in uniform serving today and to those who have served in the past, we honor you not only on November 11, 2020, but every day.
- The Commissioners recognized the Election Day staff including rovers, poll workers and office staff for all of their hard work to conduct the Election.
- Elk County had an 81.29% voter turnout. The Commissioners commended the voters for making a point to get to the polling places.
- Solicitor, Tom Wagner, made some observations during his time in the annex building on Election Day. Tom stated he spent most of his time in the Elections office where Sue Milliard, Dan Rimer and Samantha Mitchell spent the day fielding phone calls and helping poll workers/citizens. Tom stated the phones rang all day long, sometimes all three phones ringing at the same time. Tom said it was a revelation to see how much activity goes on during the Election.
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

**ADJOURN MEETING**

The meeting was adjourned at 10:35am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:



Chief Clerk

**NEXT MEETING**

**TUESDAY, NOVEMBER 17, 2020**

**10:00AM CONFERENCE ROOM NO. 2**

**COURTHOUSE ANNEX BUILDING**

**November 17, 2020**

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

The Elk County Commissioners met on Tuesday, November 17, 2020 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 Dagher (via Zoom), M. Fritz Lecker and Matthew Quesenberry. Also present were Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Tom Wagner, Solicitor; Kathy McClelland, Planning Office Manager/PT Housing; Peggy Schneider, Treasurer; Dan Rimer, I.T. and Brian Stockman, press (via Zoom). There were also individuals from the public in attendance via zoom.

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

Matthew Quesenberry made a motion to approve the minutes of November 4, 2020 seconded by M. Fritz Lecker and carried unanimously.

**RESOLUTIONS**

- 2020 – 19: Pennsylvania Housing Affordability Act and Rehabilitation Enhancement (PHARE) Grant  
Joseph Dagher made a motion to adopt resolution 2020-17 seconded by M. Fritz Lecker and carried unanimously. Kathy McClelland, Planning Office Manager/PT Housing, was present and gave a brief explanation regarding the grant. Kathy explained this is an annual grant and this year and the hope is to receive \$100,000.00. These funds will help low-income homeowners with home rehabilitation projects such as roofs and electrical needs and/or accessibility modifications such as ramps, stair lifts, step in showers, etc.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to approve the lawn use request from for Ridgway Holiday Display Committee to decorate the courthouse lawn for Christmas seconded by Joseph Dagher and carried unanimously.
2. Joseph Dagher made a motion to approve the addendum to the Delaware Valley Health Trust Agreement for a two-year commitment for the employee insurance benefits – January 1, 2021 through at least December 31, 2022 seconded by Matthew Quesenberry and carried unanimously. Samantha Mitchell, HR Specialist/Deputy Chief Clerk, explained this addendum is to extend the employee's current health insurance plans for the next two years. By signing this addendum, the County receives a participation credit of \$72,272.00 for 2021. The County also benefits by having a maximum possible increase for 2022 capped at 6.5%. Mitchell went on to explain that would be the highest the increase could potentially be for 2022; however, in the two years she has been with the County she has not seen any increases near that. All in all this approval is a huge benefit to County employees as they will not have any increase in their health insurance rates for 2021, which is commendable in the current state of Country.
3. M. Fritz Lecker made a motion to approve the 2021 Mountain Fest marketing grant based on the recommendation from the Room Tax Committee seconded by Matthew Quesenberry and carried unanimously.
4. Joseph Dagher made a motion to approve 6 Veteran Burials for Veterans Affairs Office seconded by Matthew Quesenberry and carried unanimously.

5. Joseph Daghir made a motion to approve 6 Headstone Allowances for Veterans Affairs seconded by M. Fritz Lecker and carried unanimously.
6. Joseph Daghir made a motion to approve 7 Widow burials for Veterans Affairs Office seconded by M. Fritz Lecker and carried unanimously.
7. Joseph Daghir made a motion to approve the CYS FY 2020-2021 renewal contract with Mid-Atlantic Youth Services Corp seconded by M. Fritz Lecker and carried unanimously.
8. Matthew Quesenberry made a motion to approve the CYS FY 2020-2021 renewal contract with Cornell Abraxas Group, Inc. seconded by M. Fritz Lecker and carried unanimously.
9. Joseph Daghir made a motion to approve the CYS FY 2020-2021 new contract with Edmund L. Thomas Adolescent Center-Detention Center seconded by M. Fritz Lecker and carried unanimously.
10. M. Fritz Lecker made a motion to approve the CYS FY 2020-2021 renewal contract with Adelphoi Village, Inc. seconded by Joseph Daghir and carried unanimously.

**APPROVAL OF THE BILLS: November 1, 2020 → November 12, 2020**

<b>GENERAL FUND</b>	<b>\$218,287.91</b>
<b>PAYROLL</b>	<b>\$242,325.94</b>
<b>COVID-19</b>	<b>\$556,928.34</b>
<b>ACT 13 MARCELLUS LEGACY FUND</b>	<b>\$4,500.00</b>
<b>COE WORK RELEASE</b>	<b>\$672.67</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$896.77</b>
<b>PHARE GRANT</b>	<b>\$10,000.00</b>
<b>HAZMAT</b>	<b>\$160.04</b>
<b>E911 WIRELESS</b>	<b>\$12,139.08</b>
<b>NTRP</b>	<b>\$34,924.92</b>
<b>DEBT FUND</b>	<b>\$65,657.93</b>

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

**QUESTIONS FROM THE PRESS –N/A**

**QUESTIONS FROM TAXPAYERS – N/A**

**CORRESPONDENCE**

- Notification for the release of reclamation bond at P & N Coal Company, Inc. Benezette Operation, SMP #24020102 in Benezette Twp, Elk County.
- Notification for permit renewal for US Resistor, Inc. for their State Only Operating Permit 24-00126 at their U.S. Resistor, Inc. facility located in St. Marys, PA.
- Notification from Rettew regarding applying for a new permit under the Erosion and Sediment Control General Permit (ESCGP-30) on behalf of Seneca Resources Company, LLC for the project in the City of St. Marys and Ridgway Township – Elk County.
- Notification from Keller Engineers regarding an Act 14 notification for the Sara Road Culvert over an unnamed tributary to Iron Run.

- Notification from Horizon Wood Products, Inc. that they are applying to the DEP for renewal of their state only permit for the existing biomass boiler and natural gas boiler at their facility at 624 Shelvey Summit, Kersey, PA.
- Act 14, 67, 68 & 127 Notifications from GAI Consultants for the 2021 FM120 Insertion Project in McKean, Elk and Cameron Counties.

### **GOOD OF THE COUNTY**

- Commissioner M. Fritz Lecker gave an update regarding the COVID – 19 Block Grants:
  - Over 340 applications were received
  - 280 of those were small businesses
  - The County has dispersed over 2 million dollars
  - The County was also able to give funds to the local hospital, all of the local volunteer fire departments, all of the local school districts and many of the churches
- The County of Elk Budget update was given by Chief Clerk, Seth Higgins:
  - Revenue – about the same as last year
  - Taxes – the County brought in more than projected for this year in terms of taxes.
  - Overall, everything is looking good for this year.
- Commissioner Quesenberry announced the County of Elk 2021 Budget should be on display on December 2, 2020.
- Please continue to pray for our military personnel, our families and our children, their teachers, all elected officials and peace in the world.

### **ADJOURN MEETING**

The meeting was adjourned at 10:22am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_



Chief Clerk

### **NEXT MEETING**

**TUESDAY, DECEMBER 1, 2020**

**10:00AM CONFERENCE ROOM NO. 2  
COURTHOUSE ANNEX BUILDING**

**December 1, 2020**

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

The Elk County Commissioners met on Tuesday, December 1, 2020 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 Daghir, M. Fritz Lecker and Matthew Quesenberry. Also present were Seth Higgins, Chief Clerk; Samantha Mitchell, Deputy Chief Clerk; Tom Wagner, Solicitor; Dan Rimer, I.T. and Brian Stockman, press. Warden Greg Gebauer attended via zoom.

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

M. Fritz Lecker made a motion to approve the minutes of November 17, 2020 seconded by Matthew Quesenberry and carried unanimously.

**RESOLUTIONS**

- 2020 – 20: Provision of Local Match for State Operating Financial Assistance to ATA of North Central PA. \$17,576 each quarter totaling \$70,304.00  
M. Fritz Lecker made a motion to adopt resolution 2020 – 20 seconded by Matthew Quesenberry and carried unanimously.

**NEW BUSINESS**

1. Joseph Daghir made a motion to approve the 2021 Official calendar for the County of Elk seconded by M. Fritz Lecker and carried unanimously.
2. M. Fritz Lecker made a motion to approve the addendum to Dr. Castellano's physician service contract dated December 16, 2008. This motion was seconded by Joseph Daghir and carried unanimously.

The addendum is a 3-year extension of the contract with a 2% increase annually.

**APPROVAL OF THE BILLS: November 13, 2020 → November 25, 2020**

<b>GENERAL FUND</b>	<b>\$256,987.17</b>
<b>PAYROLL</b>	<b>\$250,901.91</b>
<b>COVID-19</b>	<b>\$171,664.43</b>
<b>GAS WELL IMPACT FEE/ACT 13</b>	<b>\$4,315.90</b>
<b>PHARE GRANT</b>	<b>\$10,200.00</b>
<b>HAZMAT</b>	<b>\$485.77</b>
<b>E911 WIRELESS</b>	<b>\$141,409.19</b>
<b>NTRP</b>	<b>\$2,054.36</b>

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

**QUESTIONS FROM THE PRESS**

- 1) Brian Stockman asked how much COVID – 19 Grant money has been distributed?  
Commissioner Lecker stated there are approximately 40-50 awardees that still need to return their grant document in order for the funds to be distributed. She stated the County is getting toward the end of the grant. Paperwork is coming in

sporadically and checks are going out therefore there is not an exact figure as of right now.

- 2) Brian Stockman stated it is budget time... are there going to be tax increases?

Per the Commissioners, there will not be a tax increase and the County budget will be on display tomorrow, December 2, 2020 in the Commissioner's office.

- 3) Brian Stockman commented that there is a candle lighting service on December 13, 2020 for Compassionate Friends.

**QUESTIONS FROM TAXPAYERS** – N/A

**CORRESPONDENCE**

- Act 14 Notification from Rettew regarding Seneca Resources Company, LLC for Permit ESCGP-3.

**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.

**ADJOURN MEETING**

The meeting was adjourned at 10:15am on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST: \_\_\_\_\_

Chief Clerk

**NEXT MEETING**

**TUESDAY, DECEMBER 15, 2020**

**10:00AM CONFERENCE ROOM NO. 2**

**COURTHOUSE ANNEX BUILDING**

December 15, 2020

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

The Elk County Commissioners met on Tuesday, December 15, 2020 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 Daghir and M. Fritz Lecker. Commissioner Matthew Quesenberry was excused. Also present were Seth Higgins, Chief Clerk; Tom Wagner, Solicitor; Tyler Daniels, Chief Assessor; Dan Rimer, I.T. and Brian Stockman, press. Samantha Mitchell, Deputy Chief Clerk attended via Zoom.

M. Fritz Lecker made a motion to approve the agenda seconded by Joseph Daghir and carried unanimously.

Joseph Daghir made a motion to approve the minutes of December 1, 2020 seconded by M. Fritz Lecker and carried unanimously.

**NEW BUSINESS**

1. Joseph Daghir made a motion to approve the agreement to participate in the Unemployment Compensation Program of CCAP Unemployment Compensation Trust seconded by M. Fritz Lecker and carried unanimously.
2. M. Fritz Lecker made a motion to approve the room tax committee's recommendation to use room tax funds for reprints seconded by Joseph Daghir and carried unanimously. The use of funds approve is as follows:
  - \*Elk County Trail Maps – Print 50,000 for \$7,500.00
  - \*PA on Display Statewide Distribution: January – October 2021 for \$7,840.00
  - \*Elk Viewing Guides – Print 80,000 for \$6,950.00
  - Grand Total: \$22,290.00
3. Joseph Daghir made a motion to re-appointment of Toni King to the Elk County Housing Authority for a 5-year term beginning January 1, 2021 through December 31, 2025 seconded by M. Fritz Lecker and carried unanimously.
4. Joseph Daghir made a motion to approve the CYS Renewal Contract for FY 2021 with The Children's Advocacy Center of McKean County seconded by M. Fritz Lecker and carried unanimously.
5. Joseph Daghir made a motion to approve the CYS Renewal Contract for FY 2021 with CAPSEA/Incredible Years seconded by M. Fritz Lecker and carried unanimously.
6. Joseph Daghir made a motion to approve the CYS Renewal Contract for FY 2021 with The Guidance Center – Big Brothers/Big Sisters seconded by M. Fritz Lecker and carried unanimously.
7. M. Fritz Lecker made a motion to approve 2 widow burial allowances for Veterans Affairs seconded by Joseph Daghir and carried unanimously.
8. Joseph Daghir made a motion to approve 1 headstone allowance for Veterans Affairs seconded by M. Fritz Lecker and carried unanimously.
9. Joseph Daghir made a motion to approve the agreement between Counties in the Commonwealth of Pennsylvania and the Department of Community and Economic Development (DCED) to withhold payments due to Counties for ten years under the Act of April 18, 2013 seconded by M. Fritz Lecker and carried unanimously.

Chief Assessor Tyler Daniels was present to explain the agreement.



10. Joseph Daghir made a motion to accept the Eastern Elevator Quote of \$47,800.00 to upgrade the elevator in the County prison in 2021 seconded by M. Fritz Lecker and carried unanimously.
11. Joseph Daghir made a motion to accept the received bids for the following items seconded by M. Fritz Lecker and carried unanimously.
- a. Four (4) shelves with the following dimensions: 36" w x 75" h x 12" d
  - b. Two (2) shelves with the following dimensions: 42" w x 75" h x 12" d  
Lowell Watts was the sole bid for items a) and b). The total bid was \$325.00.
  - c. One (1) General Electric Kitchen Stove  
Henry Amacher was the sole bid for item c). The total bid was \$25.50.

**APPROVAL OF THE BILLS: November 26, 2020 → December 11, 2020**

GENERAL FUND	\$344,090.69
PAYROLL	\$249,928.02
COVID-19	\$641,398.97
COE DUI CORRECTIONS	\$11,173.00
COE WORK RELEASE	\$2,254.60
COE SUBSTANCE ABUSE	\$50.00
TRANSPORTATION BLOCK GRANT	\$181,513.00
GAS WELL IMPACT FEE/ACT 13	\$117,621.00
CDBG-C	\$92,881.33
HAZMAT	\$7,328.53
E911 WIRELESS	\$29,547.12
NTRP	\$116,809.19
COE RECORD IMPROVEMENT	\$6,080.00

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

**QUESTIONS FROM THE PRESS**

**QUESTIONS FROM TAXPAYERS – N/A**

**CORRESPONDENCE – N/A**

**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.

**ADJOURN MEETING**

The meeting was adjourned at 10:21am on a motion by Joseph Daghir seconded by M. Fritz Lecker and carried unanimously.

ATTEST:

  
Chief Clerk

**NEXT MEETING**  
**TUESDAY, JANUARY 21, 2021**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**December 21, 2020**

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

The Elk County Commissioners met on Monday, December 21, 2020 at 1:00pm in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Dagher, M. Fritz Lecker and Matthew Quesenberry. Also present were Seth Higgins, Chief Clerk; LeeAnn Covac, Court Administrator; Dan Rimer, I.T. and Brian Stockman, press. Samantha Mitchell, Deputy Chief Clerk attended via Zoom.

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

M. Fritz Lecker made a motion to approve the minutes of December 15, 2020 seconded by Joseph Dagher and carried unanimously.

**RESOLUTIONS**

- 2020 – 21: Authorizing the Disposition of Used Courthouse Furniture  
Chief Clerk, Seth Higgins, explained this resolution allows the County to donate 50 fabric chairs that were replaced with vinyl chairs in the Courthouse.  
Joseph Dagher made a motion to adopt resolution 2020 – 21 seconded by Matthew Quesenberry and carried unanimously.

**NEW BUSINESS**

1. M. Fritz Lecker made a motion to table the approval of the 2021 County of Elk Budget until the December 28, 2020 special meeting being held at 1:00pm in Conference Room #2. This motion was seconded by Joseph Dagher and carried unanimously.

**QUESTIONS FROM THE PRESS**

1. Brian Stockman asked what is the estimated total budget. Chief Clerk, Seth Higgins, replied with \$14.5 million estimated total budget.

**QUESTIONS FROM TAXPAYERS – N/A**

**CORRESPONDENCE – N/A**

**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.
- The County Commissioners would like to wish everyone a Merry Christmas!

**ADJOURN MEETING**

The meeting was adjourned at 1:09pm on a motion by M. Fritz Lecker seconded by Matthew Quesenberry and carried unanimously.

ATTEST:

  
\_\_\_\_\_  
Chief Clerk

**NEXT MEETING**

**MONDAY, DECEMBER 28, 2020 @ 1:00PM**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**

**December 28, 2020**

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

The Elk County Commissioners met in a special session on Monday, December 28, 2020 at 1:00pm in Conference Room No. 2 of the Courthouse Annex. The meeting was opened with the Pledge of Allegiance. Those physically present were Commissioners Joseph Daghir, M. Fritz Lecker and Matthew Quesenberry. Also present were Seth Higgins, Chief Clerk; LeeAnn Covac, District Court Administrator; Dan Rimer, I.T. and Brian Stockman, press.

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

Joseph Daghir made a motion to approve the minutes of December 21, 2020 seconded by Matthew Quesenberry and carried unanimously.

**NEW BUSINESS**

1. Matthew Quesenberry made a motion to approve the 2021 County of Elk Budget as presented by Chief Clerk Seth Higgins at the meeting. The motion was seconded by Joseph Daghir and carried unanimously.

Chief Clerk Higgins was asked to explain any differences between the budget as displayed on December 2, 2020 and the one that was approved on December 28, 2020.

The following changes were made:

- The initial budget was prepared with a 3% COLA for all employees. The one approved budgeted for a 2.5% COLA for non-union employees.
- The budget reflects the actions taken by the Salary Board during the December 28, 2020 meeting including the creation of the Intermediate Punishment/Restrictive Supervision Department, budgeting for two (2) IP/RS Officers, budgeting for a \$90,000 PCCD grant for the IP/RS Department, budgeting for a Level 8 Court Floater to replace the Level 6 Judicial Assistant, and budgeting for a 7.5% pay raise in addition to the 2.5% COLA increase for incumbent Probation Officers who made less than \$37,156.41 in 2020.
- \$800 additional dollars were allocated to the Public Defender's Department for the purchase of office equipment and furniture since it is a new, full-time County Department.
- The Jail carried over \$990 from the 2020 budget to the 2021 budget for Correction Officer training. The training was scheduled to occur in 2020 but was disrupted due to the COVID-19 pandemic. Therefore, the training will have to be conducted in 2021.
- Small errors in the budget and payroll calculations were also corrected in the budget as displayed on December 2, 2020.

**QUESTIONS FROM THE PRESS** – N/A

**QUESTIONS FROM TAXPAYERS** – N/A

**CORRESPONDENCE** – N/A

**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.

**ADJOURN MEETING**

The meeting was adjourned at 1:11pm on a motion by M. Fritz Lecker seconded by Joseph Daghir and carried unanimously.

ATTEST:



Chief Clerk

**NEXT MEETING**

**TUESDAY, JANUARY 5, 2021 @**  
**10:00AM CONFERENCE ROOM NO. 2**  
**COURTHOUSE ANNEX BUILDING**