

**RIDGWAY BOROUGH COUNCIL MEETING**  
**Ridgway Municipal Building**  
**108 Main Street, Ridgway, PA 15853**  
**June 17, 2024**

The Ridgway Borough Council meeting was called to order by Steve Caggese at 6:00 p.m. at the Ridgway Municipal Building.

PRESENT: Council members Abbi Peters, Brent Kemmer, Steve Lawrie, Steve Caggese, Chris Matheson, Zack Pontious, and Ron Burkett.

Also in attendance were Borough Manager Mike Handley, Environmental Manager Josh Quattrone, Officer in Charge Justin Bolden, and Recording Secretary Jake Mercer (call-in).

ABSENT: Fire Chief Scott Pontious and Mayor Ray Imhof

Councilman Ron Burkett made a motion to approve the regular council meeting minutes as scheduled for May 20, 2024. Councilman Matheson seconded the motion, and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

**Public Comment**

N/A

**Bid Awards**

**Lyle G. Hall Splash Pad Project Bid**

Borough Manager Mike Handley reported a bid amount of \$124,027 from Steger Masonry Inc to install the Lyle G. Hall Splash Pad Project. The total project cost is just under \$202,000.

Before the bid award was held, the Council had to vote to make up the \$38,000 shortfall that was associated to go forward with the project. A total of \$164,000 was raised by grant funding from state and local agencies, as well as local contributions. The YMCA Board of Directors would contribute \$19,000 and the Borough would contribute the other \$19,000 to meet this shortfall.

Councilman Lawrie made a motion to contribute the remaining \$19,000 and proceed with the project.

Councilman Burkett seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Councilman Matheson made a motion to approve the bid of \$124,027 from Steger Masonry Inc. for the splash pad project. Councilman Burkett seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

#### Water and Wastewater Chemical Bids

Chemical bid awards were approved as follows:

Soda Ash by Sal Chemical for \$0.37 cents a pound. A motion was made by Councilwoman Peters to approve this chemical bid. Councilman Burkett seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Chlorine 150-pound cylinders for \$2.183 a pound from Univar.

A motion was made by Councilman Matheson to approve this chemical bid. Councilman Pontious seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Fluoride for \$1.68 a pound from Sal Chemical.

A motion was made by Councilman Kemmer to approve this chemical bid. Councilman Burkett seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Caustic Soda 25% for \$0.18 a pound from Sal Chemical.

A motion was made by Councilman Kemmer to approve this chemical bid. Councilwoman Peters seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

DeIPac 2020 for \$0.384 a pound from Univar.

A motion was made by Councilman Kemmer to approve this chemical bid. Councilman Matheson seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Sodium Permanganate for \$1.59 a pound from Sal Chemical.

A motion was made by Councilman Kemmer to approve this chemical bid. Councilman Matheson seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Chlorine one ton cylinder for \$1.53 a pound from Univar.

A motion was made by Councilman Kemmer to approve this chemical bid. Councilman Pontious seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Chlorine 150-pound cylinders for \$2.183 a pound from Univar.

A motion was made by Councilman Matheson to approve this chemical bid. Councilman Kemmer seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Lime Slurry 30% \$0.095 a pound from W.K. Merriman.

A motion was made by Councilman Kemmer to approve this chemical bid. Councilman Matheson seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

#### Bituminous Seal Coat, Single Application Bids

Borough Manager Handley shared they had a single application for 11,806 square yards to oil and chip ten Borough streets.

They received two seal coat bids from Midland Asphalt Materials for \$48,050.42 and the second bid that opened was Vollmer Tar & Chip for \$39,904.28. Handley recommended the bid to award the lowest responsible bidder which in this case is Vollmer Tar & Chip.

Councilman Lawrie made a motion to accept Vollmer Tar & Chip's bid of \$39,904.28. Councilman Kemmer seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye  
Councilman Burkett: Aye  
Councilman Pontious: Aye  
Councilman Matheson: Aye  
Councilwoman Peters: Aye  
Councilman Kemmer: Aye

### **NPRC Presentation**

Jodi Gusto from Northern Pennsylvania Regional College (NPRC) spoke to Borough Council members about Northern Pennsylvania Regional College and all that it has to offer. Gusto talked about the affordability of the college and the local locations that they have to provide to interested students. She also talked about the partnerships they have formed to give students the opportunity to explore a variety of interests they want to pursue.

Councilman Matheson asked Gusto if they are going to offer more options in the trades in the wake of the closing of Triangle Tech. Gusto said they will have more information on that as they are focusing on workforce development currently and said that this has “exploded” at NPRC.

### **Finance Department**

Councilman Matheson made a motion to pay the bills. Councilman Kemmer seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye  
Councilman Lawrie: Aye  
Councilman Burkett: Aye  
Councilman Pontious: Aye  
Councilman Matheson: Aye  
Councilwoman Peters: Aye  
Councilman Kemmer: Aye

### **Mayor**

Mayor Imhof was at the fireman’s carnival volunteering his time.

### **Police Department**

Officer in Charge Justin Bolden shared with Council members that there have been a few changes made and reported that there are now three more Borough officers involved with the drug task force. He also shared that there was a saturation patrol conducted on May 22 in the Ridgway Borough. Bolden said that this was a joint effort among numerous law enforcement agencies. Fourteen traffic stops and two arrests were made during the saturation patrol. There were also four canine searches conducted. Bolden said the drug task force will be more involved in the Borough on a regular basis.

Bolden announced another change and said they are no longer using the 10 codes for radio communications as suggested by the Department of Homeland Security, the National Incident Management System, and the U.S. Department of Justice. They will now use plain language communication due to confusion between different police departments that had different 10 codes.

Bolden said the 12-hour shift seems to be working fine and that there is a boost in morale among officers and he is receiving a lot of positive feedback from the 12-hour shift. As a result, officers receive three day weekends every other week. Bolden said they are still under budget as it relates to overtime. Bolden said a part-time officer left to take a full-time position at another department.

### **Fire Department**

The report was attached to the council packet.

### **Environmental Manager**

Environmental Manager Josh Quattrone said the SCADA program is fully up and running. He also said the new clarifier was installed and things went well. Quattrone said the installers are coming back next week to balance it.

### **Correspondence/Petitions**

Handley said there were two letters of correspondence received. The first was from the Ridgway Area School District as they will hold their snake walk, parade, and bonfire on September 25, 2024. The police department and other officials will be helping throughout the parade.

The second letter of correspondence was for notice to the community about the Rock Valley Revival. This will be a two-day music festival held on July 26 and July 27 at the fireman's grounds in the new amphitheater. Handley clarified that the police department has the authority to approve or disapprove parades and other events mainly for public safety purposes.

### **Borough Manager**

Handley said things are going well with the revitalization of O.B. Grant Park. Handley said the equipment looks great and the sidewalk will be poured soon. He said it is important to have ADA access from the restroom to the pavilion. Handley said the missing part for the zip line will be coming in soon as well.

Handley gave an update on the McWaPEC Counties Boroughs Association update, as they will be meeting Silas Chamberlain of the York County Economic Alliance at the Wilderness Trail. Chamberlain will serve as a guest speaker and a meal will be served. Handley said he looks forward to learning from Chamberlain and gaining some new ideas.

Handley gave a brief funding account software update. He said that their software is not modern. The finance director and Handley are currently exploring options in updating to modern software to improve efficiency. Updating the software was recommended by their auditors. Handley said they are looking for better general ledger, accounts payable, accounts receivable, budget management, data import, and much more. Handley said there is current software available that will cost \$12,000 a year after the merging phases is complete.

### **Committee Reports**

Handley announced that long-time Sewage Treatment Plant Supervisor Larry Marshall is retiring after 36 years working for the Borough. Handley said that he and Environmental Manager Quattrone have been working very closely over the last couple of years in succession planning.

Handley and Quattrone appointed Mason Stark to vacant Sewage Treatment Plant Supervisor position, effective July 1. Quattrone said that he has full confidence in Stark to be able to do the job effectively. Quattrone added that while Stark is the longest tenured employee at the wastewater plant, he was not given the job on tenure alone. Quattrone said he is a top-level operator.

Quattrone then read out a statement thanking Larry Marshall for his 36 years of service to the Borough. He said his hard work, dedication, and drive for improvement was evident every day you were around him and that he will be missed. Quattrone announced that there will be luncheon at the wastewater plant this upcoming week to celebrate Marshall's retirement.

Handley said that Stark's operator position has been advertised and they already have applicants and expect to have that position filled soon.

The Uniformed Employees Articles of Agreement is set to expire on June 30. Councilwoman Peters made a motion to extend the Uniformed Employees Articles of Agreement by approving the Memorandum of Agreement (MOA) to December 2025. Councilman Burkett seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Councilwoman Peters gave a brief update on the flood mitigation project. She also said that HRG is in the final phase of the master site plan and is working on the renderings. Their final project will be presented at the July 15<sup>th</sup> Borough Council meeting. Peters said that HRG was blown away by the community engagement in the project.

### **Old Business**

Councilman Matheson made a motion to approve Resolution 3-2024 in signing the PennDOT Transfer Winter Maintenance Agreement to extend this agreement another five years. Councilman Kemmer seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

Handley gave Borough Council members an update on the options moving forward as it relates to the flood mitigation project proposed by the Army Corp of Engineers. They could either vote to approve the project as presented and contribute the excess amount of money from truck waste as budgeted, table the discussion to a committee level, or scrap the project completely.

The Ridgway Township Board of Supervisors contributed \$50,000 towards the project and the Borough contributed that same amount. However, the total cost of the project is \$190,000. Councilman Lawrie stated that he wished the township would have gone 50/50 as far as project costs but acknowledged that they do not have as much exposure to the Clarion River as the Borough does. Handley said that the Borough is grateful for the township's contribution.

Lawrie said that he thinks this project would really help reduce the town's flooding and said that the flooding of 2014 hurt a lot of community members in Ridgway. Peters added that moving forward with the project makes sense and said that it is counterintuitive to go back on the project when they have come this far.

Councilwoman Peters made a motion to move forward with the flood mitigation project and contribute the remaining \$140,000. Councilman Lawrie seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

### **New Business**

Handley said that Elk County Detective Greg McManus contacted their office regarding an opportunity to conduct a study for regional policing. Handley met with McManus to discuss the DCED Letter of Intent to agree to the study in reviewing the benefits in collaborating with the Borough of Johnsonburg, the City of St. Marys, and the Ridgway Township.

Handley said that a Regional Police Force is essentially one police department in a central location and all services would be combined for the county or multiple municipalities. He emphasized that this Letter of Intent is not agreeing to police regionalization but just agreeing to a study conducted by the Pennsylvania Department of Community and Economic Development at no cost. He said that the Borough must provide a Letter of Intent saying that they would be interested in the study.

Officer in Charge Bolden said a lot of positives can come from having a regional police force and that the Johnsonburg Borough Police Department did the same strategic program plan to recommend regional policing.

Councilwoman Peters made a motion to go forward with DCED's study to explore regional police services in Elk County. Councilman Lawrie seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Burkett: Aye

Councilman Pontious: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Kemmer: Aye

### **Public Comment**

A borough resident asked why trains are going so slow on the West End train tracks. Environmental Manager Quattrone said that he heard that there is a section of a track that needs replacement down from the fire hall, but he doesn't know if that is true or not. Handley said that he will contact the railroad station to see what they know about the situation.

A borough resident asked about the status of the old hospital building. Handley said that the municipality has no control on what is done with that building but he said we are "at the table" to suggest what we would like done with the property. But again stated that he is out of the circle where a final decision would be made.

The same resident asked about who the new Chief of Police is. Caggese said that Justin Bolden is the Officer in Charge. Peters said that the Mayor has direct authority over the department and said that it is essentially the same structure if there was a chief in place now. The Officer in Charge is the point of contact for the District Attorney, the School Districts, and the County.

Gloria Udarbe, the wife of the late Ridgway Mayor Dr. Guillermo Udarbe, presented Council with a 5 ft by 10 ft American flag. Udarbe said that she is giving it to the Borough as requested by Dr. Udarbe. Council members praised the late Dr. Udarbe for his love of Ridgway and service to the community throughout his life.

### **Council Discussion**

N/A

After no further discussion, Council adjourned the meeting before going into executive session at 7:04 p.m.