

RIDGWAY BOROUGH COUNCIL MEETING
Ridgway Municipal Building
108 Main Street, Ridgway, PA 15853
November 17, 2025

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 - Steve Caggese, Ron Burkett, Brent Kemmer, Zack Pontious, Abbi Peters, and Steve Lawrie

CALL-IN: Council member - Chris Matheson

Also in attendance were Borough Manager Mike Handley, Mayor Ray Imhof, Environmental Manager Josh Quattrone, Police Chief Ken Hinton, and Recording Secretary Cari Amacher.

Councilman Burkett made a motion to approve the regular council meeting minutes as scheduled on October 20, 2025. Councilman Kemmer seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Councilman Kemmer made a motion to approve the special council meeting budget session #1 minutes as scheduled on October 22, 2025. Councilman Burkett seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Councilwoman Peters made a motion to approve the special council meeting budget session #2 minutes as scheduled on October 29, 2025. Councilman Kemmer seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

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

Councilwoman Peters made a motion to approve the special council meeting budget session #3 minutes as scheduled on November 5, 2025. Councilman Burkett seconded the motion and it was approved by the following vote:

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

Public Comment

None

Finance Department

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

Mayor

Mayor Imhof spoke about the Chamber of Commerce Banquet held to honor the Office of Human Services and Judy Stager for the development of the new Senior Center in Ridgway. He also wished everyone a nice Thanksgiving.

Police Department

Chief Hinton reported on traffic stops, citations, and civil service interviews with four qualified candidates, mentioning the top candidate for hire. He also discussed his participation in the Veterans Day ceremony at Ridgway High School, a potential internship with a Penn State DuBois student and two officers who are recovering from surgery.

Fire Department

Report in packet.

Environmental Manager

Josh Quattrone announced the hiring of Ben Briggs as a wastewater operator with a start date of November 17, 2025.

Correspondence/Petitions

Handley referenced a letter received from the Elk County Ecumenical Church's requesting funding to support an event that involves an American Ninja Warriors obstacle course. It was noted that municipalities are not permitted to give donations to church groups or schools but may be able to assist in other ways, such as providing refuse services with no fee. Council suggested the church explore grants or other funding sources to fund the event.

Handley referenced a vision board submitted by the Leadership Elk and Cameron counties and the Rotary Club of Ridgway proposing possible ideas to revitalize the empty borough lot on Main Street.

Borough Manager

Handley spoke about the upcoming funding cuts for programming at ECCOTA. He stressed the importance of these programs and how much ECCOTA does for numerous artists and counties. Handley encouraged the community to sign the petition online and support the local arts.

Councilwoman Peters mentioned a time when the borough did contribute funding to match a past grant. The funding contributed was based on the Borough per capita at the time. Handley said this is something to explore in a committee meeting and noted that municipalities are permitted to provide funding grants to nonprofit art corporations.

Handley reported that the Ridgway Township Municipal Authority (RTMA) installed all four sewer flow meters. RTMA reported to Handley that the meters will be collecting data next week. This data collected will be reported to the Borough at the beginning of each month. The sewer flow meters are necessary to provide accurate sewer flow readings. He gave special thanks to RTMA board and staff for their diligence and persistence to get the sewer flow meters installed. Handley stated we are looking forward to our continued partnership with the RTMA.

Handley welcomed Lauren Stark to the council as a new council person in 2026.

Jessica Wonderly provided a yearly update on the Ridgway Public Library, highlighting various programs, events, and community engagement initiatives.

Committee Reports

Councilwoman Peters made a motion to approve the Police Civil Service List. Councilman Pontious seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Councilwoman Peters made a motion to approve the \$2,500 salary increase for the Chief of Police as part of his hiring package. Councilman Pontious seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Old Business

Handley provided an update on the office rehab project, suggesting the Borough perform certain tasks to reduce costs of project or to put the project out for rebid. Handley recommended putting the project out for rebid with some project modifications as the original bids were too high. Council raised no objection.

Handley requested approval to fix the Elk Avenue and Main Street traffic signal as it is currently malfunctioning. He reported the repair process and stated it could be done within the next month.

Councilwoman Peters made a motion to approve the \$6,000 repair cost to fix the traffic signal at Elk Avenue and Main Street. Councilman Lawrie seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Ambulance Referendum (2026 Millage Determination)

Councilman Matheson made a motion to approve to keep the referendum millage at one mill for the Ambulance Corp with no tax increase from last year. Councilwoman Peters seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

New Business – Tentatively Adopt 2026 Budget

Councilwoman Peters made a motion to approve the Refuse fund budget. Councilman Pontious seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Councilman Kemmer made a motion to approve the Water fund budget. Councilman Lawrie seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Councilwoman Peters made a motion to approve the Sewer fund budget. Councilman Pontious seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Councilwoman Peters made a motion to approve the Timber fund budget. Councilman Kemmer seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Councilman Lawrie made a motion to approve the Motor License fund budget. Councilman Pontious seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

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

Councilwoman Peters made a motion to approve the Ridgway Mills fund budget. Councilman Lawrie seconded the motion and it was approved by the following vote:

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

Councilman Pontious made a motion to approve the Auxiliary fund budget. Councilman Lawrie seconded the motion and it was approved by the following vote:

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

Councilwoman Peters made a motion to approve the transfer of trucked waste surplus funds from the sewer fund to the auxiliary fund. Councilman Kemmer seconded the motion and it was approved by the following vote:

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

Councilman Kemmer made a motion to approve the Equipment Depreciation fund budget. Councilwoman Peters seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye
Councilman Lawrie: Aye
Councilman Pontious: Aye
Councilman Kemmer: Aye

Councilman Matheson: Aye
Councilwoman Peters: Aye
Councilman Burkett: Aye

Councilwoman Peters made a motion to approve the Recreation fund budget. Councilman Lawrie seconded the motion and it was approved by the following vote:

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

Councilman Kemmer made a motion to approve the General fund budget. Councilman Pontious seconded the motion and it was approved by the following vote:

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

Councilman Lawrie made a motion to approve the purchase order for the Fire Department Ford F350 truck. Councilwoman Peters seconded the motion and it was approved by the following vote:

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

Councilwoman Peters made a motion to approve the advertisement of tax resolution at 19.92 mills with no tax increase. Councilman Pontious seconded the motion and it was approved by the following vote:

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

Councilman Pontious made a motion to approve the Township Fire Protection Agreement. Councilman Kemmer seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Councilman Lawrie made a motion to approve the same cost of living wage and salary adjustment for non-bargaining and part-time employees as provided to the bargaining employees. Councilwoman Peters seconded the motion and it was approved by the following vote:

Councilman Caggese: Aye

Councilman Lawrie: Aye

Councilman Pontious: Aye

Councilman Kemmer: Aye

Councilman Matheson: Aye

Councilwoman Peters: Aye

Councilman Burkett: Aye

Public Comment

None

Council Discussion

Councilman Lawrie spoke about the proposed use of the empty lot on Main Street and if an analysis was done to determine the type of space that is needed in the community. Handley explained that the Leadership Elk and Cameron counties group and the Rotary Club of Ridgway are working on a vision for the lot, with potential contributions from stakeholders. Handley stated that he would contact the group and request this information. He noted that they plan to attend a future council meeting to provide a formal proposal.

After no further discussion, Council went into executive session and would not be returning.

Councilman Lawrie made a motion to adjourn meeting at 6:55 p.m.