

Approved minutes – Regular Meeting 3/10/2026

Approved minutes – Special Meeting _____

Approved minutes – Special/Workshop Meeting _____

Regular Meeting
March 10, 2026
6:00 P.M.

The regular monthly meeting of the Meyersdale Borough Council was called to order by President Irwin, March 10, 2026 at 6:00 P.M.

Mr. Ackerman, Mr. Baer, Mr. Christner, Mrs. Gnagey, Mr. Irwin, Mr. Munion, Solicitor Valentine and Mayor Smith were present. Mr. Smith was absent. Olivia Baker, Junior Council Member and Mr. Brion Reiber, Street Foreman were also present.

MINUTES:

Mr. Ackerman made the motion to approve the minutes of the February 10, 2026 Regular Meeting as presented. Mr. Baer seconded. Motion passed.

FINANCIAL REPORT/ BILLS:

Mr. Baer presented the financial report.

Other items:

- Camp Cadet Sponsor

Mr. Christner made the motion to sponsor Camp Cadet at the \$250.00 level. Mr. Baer seconded. Motion passed.

Mr. Munion made the motion to accept the financial report and pay the bills as presented. Mrs. Gnagey seconded. Motion passed.

GUESTS:

- A.) Mrs. Connie Anderson from the Maple City Garden Club was present to provide the estimates for the replacement of planter tubs and inserts. After some discussion, Mr. Ackerman made the motion that the Borough pay for both the planter tubs and inserts at an estimated cost of \$2,700.00. Mrs. Gnagey seconded. Motion passed. It was suggested that Leckemby Memorial funds be used for the purchase. (See attached drawings and cost estimates).
- B.) Mr. Kevin Yoder was listed as a pre-registered guest, however was unable to attend. President Irwin reported that Mr. Yoder did not get the Arial survey completed due to the weather. There will be an update at the April meeting.
- C.) Mr. Chadd Sines was present regarding the Somerset County Planning Commission offering UCC services as well as Ordinance Enforcement. A packet of information will be distributed to Council for review. The Somerset County Planning Commission services would be at no charge, but services provided by All Safe Inspection and Code Compliance Solutions, fees will be applicable. (See attached) This item will be placed on the Agenda for the April meeting.

PUBLIC COMMENT:

- Ms. Deborah Fisher asked Mr. Sines if the Enforcement Officers would enforce all the ordinances including dogs barking. Mr. Sines indicated that Code Compliance Solutions would handle these types of complaints for a fee.

- Mr. Albert Knoblach from The Little Big Shots Fireworks Company was present regarding the Boroughs intent to switch fireworks vendors. Mr. Knoblach presented a lengthy review of the display he has provided the Borough for many years and it is his belief that he had choreographed a very good fireworks show for the Borough given the funds available. He explained that he must carry insurance, purchase special vehicles and equipment and has been in business for decades. Mr. Irwin reported that Chris Harbaugh has informed the Borough that he declines the offer to do the Fireworks show.
- Mrs. Wendy Kelly was present to ask what the status of the ADA Family Bathroom was. President Irwin reported that this project is on the Agenda for discussion regarding bidding of the project.

President Irwin moved the Agenda Order to accommodate the Junior Council Member schedule.

JUNIOR COUNCIL REPORT:

Miss Baker presented a report of school activities.

* Miss Baker left the meeting at 7:37 P.M.

PRESIDENT'S REPORT:

No report was given.

MAYOR'S REPORT:

Mayor Smith reported that there has been some incidents and vandalism at the pavilion. He wanted it known that the pavilion is rented through the Borough Office and that anyone not renting the facility and that is caught loitering will be cited. He also noted that the playground closes at dusk and that all violators will be cited. Total fine collection was not reported.

Fireworks companies

Mr. Christner reported that a fireworks company from Acme, PA was consulted to provide an estimate for the fireworks show. The Company can do a 20-25 minute show for \$9,000.00 - \$10,000.00.

Mayor Smith asked Mr. Knoblauch if he could meet this price. Mr. Knoblauch indicated that the show he could provide for this price would not be the fireworks show that everyone has been accustomed to. After some discussion, Mrs. Gnagey made the motion to stay with The Little Big Shots for the Independence Day fireworks show at a cost of \$12,000.00. Mr. Ackerman seconded. Roll Call Vote: Mr. Ackerman – Yes; Mr. Baer – Yes; Mr. Christner – Yes; Mrs. Gnagey – Yes; Mr. Irwin – Yes; Mr. Munion – Yes; Mr. Smith – Absent. Motion passed.

Independence Day Celebration/Fireworks for 2027

Mr. Munion made the motion to switch the date for the Independence Day celebration/ Fireworks from the Sunday before July 4 to the Saturday before July 4 and set the rain date for the Sunday before July 4, effective with the 2027 year. Mrs. Gnagey seconded. Roll Call Vote: Mr. Ackerman – Yes; Mr. Baer – Yes; Mr. Christner – Yes; Mrs. Gnagey – Yes; Mr. Irwin – No; Mr. Munion – Yes; Mr. Smith – Absent. Motion passed.

EMERGENCY MANAGEMENT COORDINATOR:

No report was given.

ENGINEER'S REPORT:

Mr. Yoder was absent.

SOLICITOR'S REPORT:

Solicitor Valentine reported on the following:

221 Salisbury St. Settlement Statement

Both parties have been served. Bids should be out by the April meeting to tear down the structure. There is a possibility that this can be handled via phone quotes, rather than going through the bidding process.

High Street Bridge

The bridge has structural issues. Solicitor recommends reaching out to local officials for assistance. It was noted that the bridge is owned by CSX and that the Borough has the Right of Way for the sidewalk. The sidewalk has been closed off to pedestrian traffic.

Rocks on roadway

There was an incident where rocks were on the roadway. It was explained that when instances like this happen, the Borough must take action if they have notice of the issue.

Stop signs

A question arose regarding the size of the stop sign at Broadway and Grant Street. Solicitor Valentine indicated that the correct size of the stop sign should be 36 inches.

Traffic Study

Mrs. Gnagey made the motion to contact PennDOT and have a traffic study completed at no cost to the Borough at the intersection of Grant St. and Broadway Street. Mr. Munion seconded. Roll Call Vote: Mr. Ackerman – No; Mr. Baer – Yes; Mr. Christner – No; Mrs. Gnagey – Yes; Mr. Irwin – No; Mr. Munion – Yes; Mr. Smith – Absent. The tie was broken by Mayor Smith with a Yes vote. Motion passed. Mrs. Gnagey was asked to make contact with PennDOT.

ADA Bathroom renovation

Mrs. Gnagey made the motion to advertise the RFP for the ADA Bathroom, gym door and addition of an exit door from the meeting room. Mr. Christner seconded. Motion passed. The last day to submit a proposal was set for April 13, 2026 at 2:30 PM, the project start date was set for May 1, 2026 and the project completion date was set for June 30, 2026. Roll Call Vote: Mr. Ackerman – Yes; Mr. Baer – Yes; Mr. Christner – Yes; Mrs. Gnagey – Yes; Mr. Irwin – Yes; Mr. Munion – Yes; Mr. Smith – Absent. Motion passed.

Emergency access to Police Department

There was discussion regarding the need for someone other than the Mayor and police officers to gain access to the police department in an emergency. After some discussion, Mr. Ackerman made the motion to authorize Mr. Reiber to obtain the necessary clearances to gain entry and keep a key to the police department in his possession. Mr. Christner seconded. Motion passed. Mr. Brian Witherite volunteered to assist Mr. Reiber with the process.

Sidewalk lien release

The sidewalk lien has been released on the property located on Main Street (former hospital). The Library is in the process of taking ownership of this property.

Former church on Clay St.

Solicitor was hopeful that a closing on this property would be completed by the end of March 2026.

CODE ENFORCEMENT:

No report was given.

COMMITTEE REPORTS:

Municipal Authority

Mr. Brian Witherite was present and reported on the following:

- MMA has signed off on the notice to proceed for a line replacement on Sherman Street. This project is set to start in May. Snyder Environmental Services is the contractor.
- MMA staff members have identified a lot of water leaks. Those who have water shut off at the outside, need to make sure that the water inside is actually shut off.
- Lead and copper letters will be going out again. Customers are asked to grant the MMA staff permission to enter the premises to view and take pictures of the lines in order for the MMA to be eligible for grant funding.
- There are two employees in the business office and are working well together. The office hours are 8:00 AM to 4:30 PM.

Street Foreman

Mr. Reiber reported on the following:

- The convex mirror has been installed at the intersection of Colonial St. and Dale St.
- Donegal Enterprises will be here the week of April 7, 2026 to sweep the streets. The price per hour has increased from \$200.00 to \$250.00 per hour. It is estimated to take two 8 hour days to complete the sweeping. A notice will be posted on the Borough website, Facebook and the MMA will be asked to do an all call.
- Quotes were received for the replacement of the John Deere Tractor and retrofit for the Steiner tractor. After some discussion, Mrs. Gnagey reported that there is grant funds available for equipment. Mr. Christner made the motion to grant Mrs. Gnagey permission to pursue a grant for equipment and a police SUV. Mr. Baer seconded. Motion passed.

Mrs. Gnagey reported that she is keeping a dashboard of the progress each month, when we start projects, when we finish projects, who is assigned to a project and the status. She will share the dashboard with anyone who is interested.

Mrs. Gnagey had the following questions on the status of projects:

- The light at the back door
- A. Mr. Reiber indicated that the light has been purchased and the electrician has not come to install it. Mrs. Gnagey was working with Mr. Timothy Denton regarding a grant opportunity through Wendy Kelly Real Estate group for lighting upgrades in the community center, she wondered if he could complete the installation. Mr. Christner made the motion to grant Mrs. Gnagey permission to contact Mr. Timothy Denton to complete the installation of the light at the back door. Mr. Baer seconded. Motion passed.

- Microwave at the pavilion
- A. Mr. Reiber reported that the microwave has been installed and that he consulted Mr. Brion Berkebile regarding the placement, to make sure it was suitable for the Farmers Market.
- Rain gutters and downspouts for the pavilion
- A. Mr. Reiber reported that he is waiting for Mr. Bruce Knepper to get back to him with an estimate.
- Handicap sign at the Post Office
- A. The sign will be up before the Maple Festival.
- Street painting and crosswalks
- A. Mr. Reiber indicated that the streets will be ready for Maple Festival.
- Flag pole repair
- A. Mr. Reiber reported that the flag pole needs a rope. The Borough will purchase the rope, but will need assistance from the Fire Department with the ladder truck to reach the top of the pole. There was discussion that there would be a need for an internal rope system.
- Will the playground be ready for spring? Are the signs still legible on the handicap equipment?
- A. The signs are visible and intact. People just ignore them. The playground will be ready.

Meyersdale Area Merchants Association/Farmers Market

Mr. Brian Berkebile reported on the following:

- Update on Lady Bird Johnson billboard located in Summit Township
Quote on a 20 X 8 - \$5,800.00
Quote on a 20 X 12 - \$9,400.00, which would restore the billboard to the original size.
MAMA can handle the quote for the 20 X 8. The final design will be approved on March 18 at the next MAMA meeting at 6 PM. (See attached)
The new quotes do not include labor and installation. The billboard will not be finished in time for the Maple Festival. They want to get some guarantees on the anticipated duration of the billboard sign. If the larger sign is chosen, MAMA will be doing a fundraiser to help offset the cost.
- The MAMA Committees have been established.
- Farmers Market season has been established. The concession will be open. The application process for the Farmers Market is complete and should be going out soon. Ms. Deborah Fisher is assisting with obtaining new vendors. The first day of the Farmers Market is scheduled for June 4, 2026 and there will be no charge to the vendors for the opening day. Music will be scheduled one time per month. The microwave in the pavilion was installed at the perfect place.

Public Library

No report given.

Meyersdale Community Events Committee

Mr. Christner reported that the Easter Egg Hunt is scheduled for April 4, 2026 at 11 AM and the rain date is April 11, 2026 at 11 AM. Somerset Trust has donated items for the event.

Mr. Munion reported that a request was put in for the military to bring in a rock climbing wall. It is still uncertain if this will happen for sure. There will be restrictions to climb the wall, hold harmless agreements will be required to be signed. There is a weight limit and no one 14 or under will be permitted to climb the wall. Mr. Ackerman made the motion to approve a rock climbing wall pending approval from Mosholder Insurance with regard to liability insurance and legal review. Mr. Baer seconded. Motion passed.

COUNCIL MEMBERS – STANDING COMMITTEES:

Police/Public Safety

No report was given.

Personnel

Mrs. Gnagey asked if there was a reason the refuse billing can't be done online. The Secretary did not know if the billing program is compatible, but that she would check. Mrs. Gnagey thinks that it would be nice to offer online billing, especially since this is the trend and the younger generation doesn't have checks.

Mrs. Gnagey reported that the picnic tables are ready for pickup at the School. Mr. Reiber was asked to coordinate the pickup.

Finance

No report was given.

Refuse

No report was given.

Streets/Buildings

No additional report was given.

Flood Control

President Irwin reported that he had received an e-mail from Patrick Moore from the Corp of Engineers regarding options to access the area to replace rip rap at the lower basin area, which is estimated to cost over one million dollars. The project will not begin until the summer of 2027. Mr. Reiber and Mr. Baker have a solution for a much easier access. President Irwin will coordinate with Mr. Moore to hold a phone conference to discuss the access. The Flood Control Committee will be invited to attend as well as Mr. Terry Baker, the liaison to the Flood Control Committee.

UNFINISHED BUSINESS:

A.) Zoning Ordinance Review

No report was given.

B.) Adopt Ordinance No. 449 Occupation Tax (Replaces Ordinance #448)

Mr. Ackerman made the motion to adopt Ordinance #449. Mr. Christner seconded. Motion passed.

C.) PennDOT Request – Patchwork on Main St.

President Irwin reported that he did not think that the patch work is necessary at this time. Mrs. Gnagey suggested that the potholes be repaired before bikers start coming through. Mr. Reiber will get cold patch next week and complete the work. Solicitor Valentine suggested looking into grant funding to do the

project correctly.

D.) Old Mini Split System

Mrs. Gnagey asked what the Borough was doing with the old mini split system. Mr. Reiber thought that it could be utilized in the pavilion.

NEW BUSINESS:

A.) Announcements

Mrs. Gnagey reported that the Cross Walk will take place April 3, 2026 at 10 AM. It will start at the Grace Brethren Church and will end at the Lutheran Church.

The America 250 PA mobile unit was requested for the Maple Festival, April 19, 2026. There is no space available in the Community Center lot. NAPA is willing to place it on their premises.

B.) Open bids on street/road sweeper

One bid was received from Pete Brenneman, Peter Boy Engine Service in the amount of \$800.00. Mr. Baer made the motion to accept the bid. Mr. Munion seconded. Motion passed.

C.) 250th Anniversary bunting banner

President Irwin made the motion to order 4 bunting banners for use at the uptown gazebo. Mr. Baer seconded. Motion passed.

D.) FY2017-Community Project in PA-14 Grant Opportunity

This is a Federal grant that President Irwin, Mr. Smith and the Secretary have been working on for upgrades to the Community Center. Letters of support are required in order to submit the grant. A letter of support has been received from State Representative Metzgar, and a letter from Senator Stefano is pending. The application will be submitted by the deadline.

E.) Old Holiday wreaths

The Secretary reported that a gentleman has shown an interest in taking the wreaths for free or is willing to offer \$200 for all of them. Solicitor Valentine recommended that Council take the offer to purchase the wreaths, because there is no way to value what they are worth. Mr. Munion made the motion to sell the wreaths for \$200.00. Mrs. Gnagey seconded. Motion passed.

F.) Uptown park cleanup

Mrs. Gnagey suggested contacting Level Acres to freshen up the uptown park before the Maple Festival.

GOALS FOR THE CURRENT YEAR

A.) Flood Control rip rap – No discussion

B.) 3-5 year goal plan

- Community Center improvements
No report given.
- Update equipment
No additional report given.

- 250th celebration
No report given.
- 40ft. flag pole – This item was to be removed from the Agenda
Mr. Munion suggested contacting Hoover Conveyor to see if they would donate a new flagpole.
- Increase in police protection
No report given.
- Storm drain review, mapping and cleaning
No report given.
- Police SUV
No report given.
- Move location of Police station to either within the borough shed or as an addition to the borough shed building.

Mr. Ackerman was opposed to putting the police department in the Borough shed because there isn't enough room for the streets crew equipment as it is. President Irwin is opposed to moving the police out of the Community Center building. Mr. Munion reported that the existing police station is way to visible for people to be coming to give information to the police.

Solicitor Valentine recommended that there needs to be security and upgrades to the building to be in compliance and suggested that the Police Committee and Mayor pursue grant funding options.

Mrs. Gnagey suggested putting up a pole building for the streets crew on the Borough owned lot on Second Street. Mr. Reiber thought that would be an inconvenience for them to access their equipment. There was no further discussion on this issue.

ADDITIONAL ITEMS FOR DISCUSSION

Mr. Munion made the statement that he was given advice to speak up if he disagrees with something.

He disagrees with the President of Council calling other members to solicit their vote to remove the Mayor.

Mr. Munion or Mrs. Gnagey did not get a phone call, and he disagrees with the way its done. He indicated that the President of Council is not the Judge or the Governor and that he can not remove an elected member, either Council Member or the Mayor. He doesn't agree with the President calling behind his back, violating any laws to solicit votes to remove the Mayor and he hoped that this won't be done again.

President Irwin reported that he had people call him and complain about the situation with the Mayor and that what Mr. Munion was saying was a lie. President Irwin was approached by Council Members and that he did not call and solicit anyone.

Mr. Munion indicated that a couple of the members that President Irwin called, called the Mayor.

Mrs. Gnagey reported that when she first was getting on Council, she was sitting in Dr. Irwin's dental chair and supposedly President Irwin said in order to get something done, you need to politic by calling around and get things lined up before the meeting. President Irwin refused to comment on Mrs. Gnagey's accusation due to the HIPAA (Health Insurance Portability and Accountability Act).

Mr. Munion also indicated that the Sunshine Law is being violated by sending e-mails out and asking opinions. President Irwin asked for examples, however Mr. Munion could not provide any examples.

Mr. Munion indicated that the Mayor's residency has nothing to do with the Council.

Mr. Brian Witherite spoke up because at one point he was questioned on his residency. When he was left out of a home, there were people soliciting and questioning as to whether he was living in the Borough.

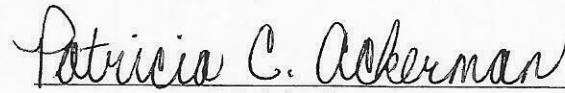
Mr. Witherite indicated his residency was questioned and that he heard from two former Council Members that a Council Member at the time was soliciting for his removal from the Meyersdale Municipal Authority Board because they were trying to track down his residency and that person is still a member of the current Council.

He completed a right to know and has the documentation. Mr. Witherite indicated that the subject of residency is a touchy subject, given his situation.

Mayor Smith indicated that the residency paperwork has been filed and that it was filled out before he ran for office. He is a resident of Meyersdale, has been and will be a resident. He does own other properties, and there are times when he is not around, which is nobody's business. He considers the matter over.

ADJOURNMENT:

Mr. Ackerman made the motion to adjourn the meeting at 8:30 P.M. Mr. Christner seconded. Motion passed.



Patricia C. Ackerman
Borough Secretary

MEYERSDALE BOROUGH COUNCIL
 Regular Meeting 3/10/2026 Special Meeting _____

GUEST SIGN IN

PLEASE PRINT

	NAME	ADDRESS	TOPIC
1	Linda Binger		
2	Conrad Anderson		
3	Jane Shultz		
4	Albert Knoblauch		FIREWORKS
5	Deborah Felt		
6	Wendy Kelly		
7	S. Wilbur		
8	Bruce Burkholz		MANHATTAN BILLBOARD
9	Chad Sings		County
10	Eli Beal		
11			
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GUESTS MUST STAND WHILE SPEAKING

MAPLE CITY GARDEN CLUB FLORAL CONTAINER ESTIMATES

HIDDEN VALLEY GREEN HOUSE

RED PLASTICE ROUND CONTAINER- \$15-\$17

COUNTRY SEEDS AND SUPPLIES

GRANITE POLY RESIN SQUARE CONTAINER- 39"X 24" - \$62
24"X 24"- \$22

LOWES

BLACK PLASTIC SQUARE CONTAINER- 17.5" X17.5"- \$19
BLACK HEAVY FROST RESISTANT PLASTIC SQUARE 26" H X 26"W- \$59.98
16"H X 16" W- \$44.98
BROWN ROUND CONCRETE (ONLINE) CONTAINER 27"H X 27" W- \$79.98

WAYFAIR

SKUW00130525- BLK/GRAY/WHT ROUND FIBERSTONE POT
21.5"H X 20" W X 20" D- \$166.99
SKUBGK118- WHT/GRAY SQUARE 19.5"H X 19" W X 19" D -\$109.99
POLY RESIN ROUND CONTAINER 24"H X 24" W X 20"D- \$125.00

TIM BITTNER ESTIMATE IS FOR WOODEN FRAME BOX TO HOLD THE ABOVE CONTAINER/ LINER. HIS PRICE DOES NOT INCLUDE PRICE FOR CONTAINER/LINER

Project Details:

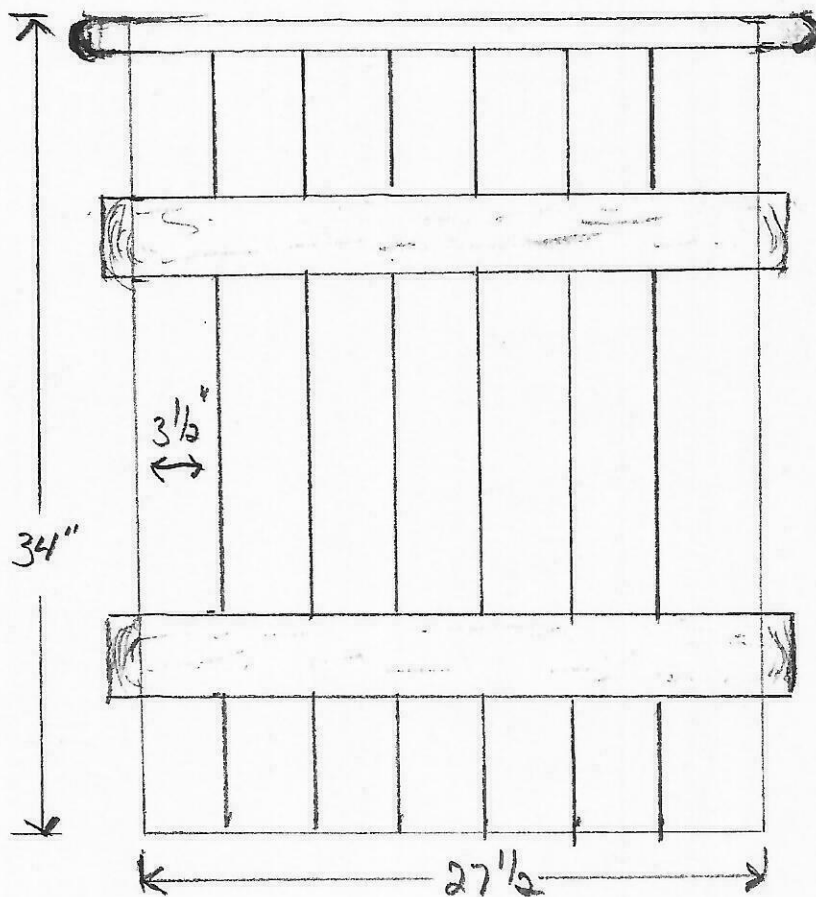
All western Red cedar construction
2x4 Bottom frame for insert base
1x4 Sides with 2x4 braces

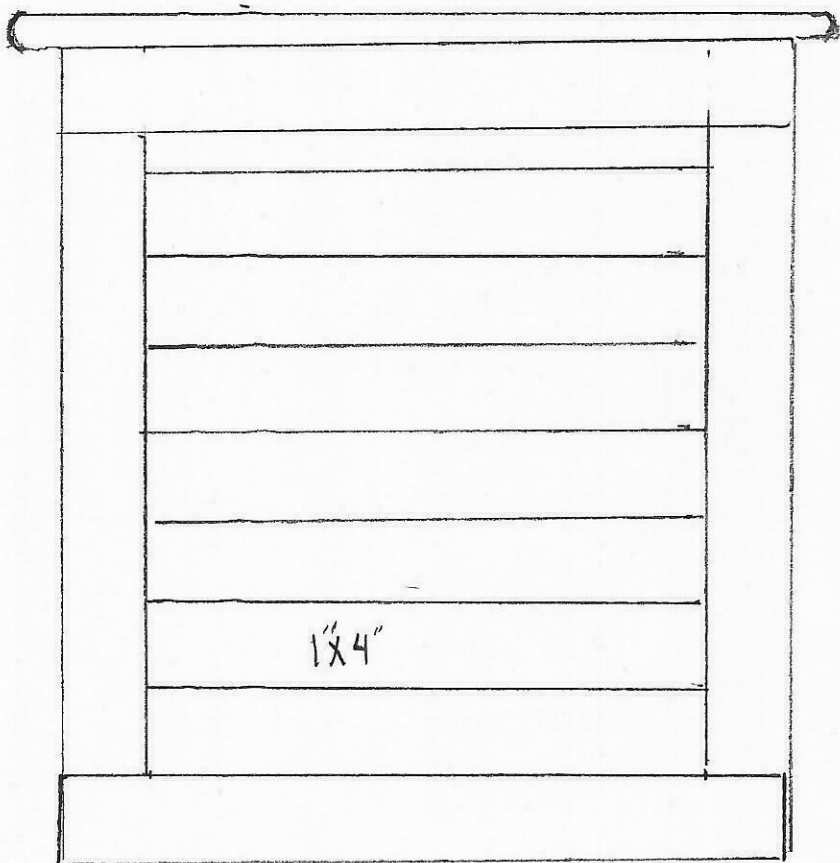
Recommended finish tung oil

Price each with 2 coats of Tung oil finish

\$450.00 400.00 without finish

Exact size subject to change based on insert





2'x4" →

1'x4"



SOMERSET COUNTY PLANNING COMMISSION

March 3, 2026

Re: Somerset County Planning Commission
Uniform Construction Code – (UCC)

Dear Municipal Officials;

The Somerset County Planning Commission is offering UCC services as well as Ordinance Enforcement. We have included all necessary information for your municipality to enroll with Somerset County for these services.

Included in this Mailing:

- Inter-Municipal Agreement between your municipality and Somerset County.
- UCC Fee Schedule (AllSafe)
- Ordinance Enforcement Fee Schedule (Code Compliance Solutions)
- Resolution for Adoption
- Standard letter to be sent to your existing UCC Agency.

If you do wish to designate Somerset County Planning Commission for your UCC and/or municipal Ordinance Enforcement, please read these agreements, consult with your solicitor if you have questions and take action at your next public meeting and let us know when you have completed these items.

If you have any questions, please call.

Regards,

Handwritten signature of Chadd Sines in black ink.

Chadd Sines
Somerset County Planning Commission
Director

Handwritten signature of Daniel Weimer in black ink.

Daniel Weimer
Somerset County Planning Commission
Planner 2 / Building Code Official #007683

Pc: file

MEMORANDUM OF AGREEMENT FOR
ADMINISTRATION AND ENFORCEMENT SERVICES
UNDER THE UNIFORM CONSTRUCTION CODE
BY SOMERSET COUNTY

THIS AGREEMENT, entered into as of this _____ day of _____ 2026 by
and between _____ hereinafter referred to as
the "Municipality," having its principal office at

A N D

SOMERSET COUNTY, hereinafter referred to as the "County," having its principal office at 300 North Center Avenue, Suite 500 Somerset, PA 15501.

WITNESSTH THAT:

WHEREAS, the Municipality has, by prior action of its acting body, "opted-in" as of to conduct the administration and enforcement of the Pennsylvania Construction Code — Act 45 of 1999 (As Amended), known as the Uniform Construction Code (hereafter referred to as "UCC" or as "the Code") within the meaning of said Act, to promote the general health, safety and welfare of the citizens of the Municipality; and,

WHEREAS, the Municipality does not have the capability to administer and enforce the Code in accordance with the guidelines set forth by the Act and,

WHEREAS, the Somerset County has been requested to provide the required administration and enforcement necessary to comply with the UCC on behalf of the Municipality, through use of a third-party contractor in contract with Somerset County (hereinafter referred to as "the Third-Party Contractor," whether an individual, an entity, or multiple individuals or entities); and,

WHEREAS, the Municipality has chosen the County to provide the administration and enforcement of the UCC and according to the Act's regulations; and,

NOW, THEREFORE, in consideration of the mutual covenants contained herein and the parties hereto intending to be legally bound do agree as follows:

SECTION 1: RESPONSIBILITIES OF THE MUNICIPALITY

A. The Municipality shall inform residents and property owners of the Municipality, as well as any other person, persons, entities, organizations, etc., to which the UCC may in any part

apply, within the jurisdiction of the Municipality, of the UCC and of permitting procedures, which includes all permitting procedures required under the UCC, including but not limited to, building, commercial and residential construction, safety and occupancy requirements of existing buildings; plumbing, mechanical, electrical, energy, fire, and accessibility aspects of building construction and use; demolitions; and all other requirements for permitting or other compliance with the UCC, as amended or as it may be, from time to time, amended; regardless of whether specifically named in this Agreement.

B. The Municipality shall direct any applications for permits under the UCC, to Somerset County through the Planning Commission Office, to be referred to the Third-Party Contractor; and will similarly keep Somerset County informed, and identify to Somerset County of, structures in the Municipality's jurisdiction which should have required permitting but for which the responsible or parties did not apply; and asserted or alleged violations of the UCC within the Municipality's jurisdiction; for Somerset County to refer to the Third-Party Contractor.

C. The Municipality is responsible for administering its own Flood Plain Regulations and certifications, including any certification that a property is not located in a floodplain or that a structure meets guidelines if located within a 100-year floodplain, which responsibility is explicitly not assumed by the County under this agreement.

D. The Municipality is responsible for making arrangements for its own Zoning Enforcement Officer, if applicable, based upon any zoning ordinance which may exist in the Municipality, which responsibility is explicitly not assumed by the County under this agreement.

E. The Municipality is responsible for making arrangements for enforcement of other ordinances beyond the scope of this agreement, notwithstanding that the Municipality may, by separate agreement, arrange with the County for ordinance enforcement, any such separate agreement is beyond the scope of this Agreement.

F. At the outset of this Agreement, if the Municipality is making a change from any other agent or official for administration and enforcement of the UCC, for the Municipality, to Somerset County (and specifically to the Third-Party Contractor, through Somerset County, as described in this Agreement), the Municipality is responsible for both identifying any contractual commitments or liabilities which the Municipality may have with its existing designated agent or official for administration and enforcement of the UCC, and addressing any such matters, without relying on advice, representations, reimbursement, or any other form of responsibility on the party of Somerset County (or the Third-Party Contractor); and, further, if the Municipality is terminating any designation or other relationship which it may have with any other agent or official for administration and enforcement of the UCC, the Municipality is responsible for informing said agent or official. The County explicitly is not responsible for interpretation of any contract or contractual relationship with any current or other agent or official for administration and enforcement of the UCC with the Municipality; and does not save, hold harmless, or indemnify the Municipality with regard to any such person or entity, but, rather the Municipality should consult with its solicitor with regard to that issue. If the Municipality chooses to give or gives a notice period to any current or other agent or official for administration and enforcement of the UCC with the Municipality of a reasonable period of time, for example, up to 30 days' notice, prior to implementation of this Agreement, the County will cooperate in such delayed implementation of this Agreement, provided the Municipality expresses that intention to the County in writing.

G. The Municipality is responsible with providing notice or other information to any persons, entities, or agencies which it is required to notify or inform of its designation of an agent or official for administration and enforcement of the UCC, including but not limited to notification to the Pennsylvania Department of Labor and Industry within 30 days of any change or addition of the person selected as the Municipality's Building Code Official. And, further, the Municipality is responsible for being aware of any such notice or information requirements.

H. The Municipality acknowledges that neither the County nor the Third-Party Contractor is obligated, under this Agreement, to complete any permits, applications, reviews, or other prior existing actions or engagements, already in progress with any prior agent or official for administration and enforcement of the UCC, notwithstanding the possibility that agreement on the same may be reached outside of the scope of this agreement. However, under the terms of this Agreement, the Municipality is solely responsible for pursuing and/or addressing completion of the same.

I. The Municipality shall, at the outset of this Agreement, and, from time to time as requested by the County, approve, in the form of a Resolution, a fee schedule for the services as described as being provided in and under this Agreement, promulgated by the Third-Party Contractor and distributed to the Municipality for approval by the Municipality's acting body (the Supervisors in the case of Townships, and Council in the case of Boroughs). The Municipality shall not withhold approval of said fee schedule, and hereby waives any right to waive the fee schedule or otherwise contest, replace, or alter the fee schedule, except as requested by the County.

J. The Municipality shall maintain any current Board of Appeals or joint Board of Appeals which it has created, adopted, or designated pursuant to the UCC, unless, by further separate Agreement, the Municipality and the County agree to establish a joint Board of Appeals for all participating municipalities in the county, under similar agreements.

SECTION 2: RESPONSIBILITIES OF THE COUNTY

A. Pursuant to this Agreement, Somerset County shall perform, on behalf of the Municipality, and through the use of the Third-Party Contractor, building plan reviews, inspection of building construction, administration and enforcement of the Uniform Construction Code (UCC), as enacted through the Pennsylvania Construction Code (Act 45),

as amended and as may, from time to time be amended; so as to provide for the protection of life, health, property and environment and for the safety and welfare of the consumer, general public and the owners and occupants of buildings and structures.

B. Provide timely reports to the Municipality on the status of permits issued within its jurisdiction.

C. Provide information and necessary reports to the Pennsylvania Department of Labor and Industry, Department of Community and Economic Development, the Somerset County Tax Assessment Office and any other federal, state and local agency mandating reporting on behalf of the Municipality.

D. Coordinate with the municipalities Sewage Enforcement Officer and/or local water and sewer providers to guarantee that taps are available for the system and that the proper connections will be made according to the Code and the provider's regulations.

E. Coordinate with the Somerset County Soil Conservation Office and/or the Pennsylvania Department of Environment Protection to guarantee that all environmental regulations and/or concerns are addressed as part of the construction process.

F. Maintain necessary documentation for each application in accordance with the Code and for as long as the related building, structure or equipment remains in existence.

G. Collect and maintain necessary documentation of all fees in accordance with the Act.

H. Cooperate with and assist the Municipality's Board of Appeals under the UCC, to hear and rule on appeals, requests for variances and requests for extension of time in accordance with the Act.

I. Promulgate and circulate to the Municipality a fee schedule for the work of the Third-Party Contractor, for adoption by the Municipality by Resolution, as further referenced above.

SECTION 3: MISCELLANEOUS PROVISIONS

A. In general, costs associated with administration and enforcement of the UCC under this Agreement will be at the expense of the permit holder or other responsible party under the UCC, pursuant to the fee schedule, as referenced above, which will be considered to be a part of this Agreement by reference. However, pursuant to Section (3)(D), below, Municipalities may be responsible for fees associated with the enforcement of the UCC, if the costs and fees are not collectible, or not immediately collectible, from the property owner, permit holder, or other responsible party, as referenced further below.

B. If, as of the time of the adoption of this Agreement, the time period for action by a contractor, pursuant to a contract for construction subject to the requirements of the UCC, has been entered into by a property owner or other responsible party within the jurisdiction of the municipality, and the time period for action under such contract has passed without any action being taken on the construction such that the contract has expired, neither the Municipality nor the County shall grant an extension, but new application must be made on the contract for any required permitting to the County.

C. Term: This Agreement shall continue indefinitely without any requirement for renewal by the parties, provided that either the Municipality or the County may terminate the contract upon official action of its governing body and with written notification of ninety (90) days to the other party.

D. Compensation and Fee:

(i) The consideration for this Agreement shall be considered to be the value of the promises mutually exchanged, as described in this Agreement, and One and 00/100 Dollars (\$1.00) paid by the Municipality to the County, receipt of which is hereby confirmed.

(ii) There shall be no cost to the Municipality associated with this Agreement based upon the work to be performed under this Agreement, except as follows:

(a) The Municipality will be responsible for costs of enforcement, including fees to the Third-Party Contractor, according to the fee schedule (as referenced), in circumstances where the property owner or responsible party under the UCC did not have to pay an upfront fee covering all costs and fees, for example, but not necessarily limited to, appearances for enforcement in Magisterial District Courts or the Court of Common Pleas and/or preparation for the same.

(b) If circumstances under subparagraph (a), above, where the enforcement action was initiated in the discretion of the County (rather than on referral from the Municipality) the County may choose to cover the costs of enforcement, but, in that event, if the costs and fees are recovered at any point from the property owner or responsible party, and the Municipality did not refer the matter, the Municipality will not receive the 5% share of fees (as described below). Further, if the County chooses to cover such costs of enforcement, in any particular case, that shall not be construed as a waiver, estoppel, or other requirement which would require the County to do so in such future circumstances, similar or otherwise.

(ii) The County and the Third-Party Contractor shall receive compensation in the form of fees collected by the County for the services from the applicants or other responsible parties under the Code. The division of any such fees between the County and the Third-Party Contractor shall be addressed by separate agreement between the County and the Third-Party Contractor.

(iv) Other than as otherwise referenced in this Agreement, the County and the Third-Party Contractor shall divide fees collected by the County for the services from the applicants or other responsible parties under the Code, in a share equal to 95% of the fees collected; and the remaining 5% shall be the share sent by the County to the Municipality, as the Municipality's share of collected fees.

INTENDING to be bound hereby, for each and for their respective successors and assigns, as stated, the parties have executed this document the day and year above written.

(Printed Name of the Municipality)

Attest: _____

By _____

Secretary for the Municipality
(Signature and printed name)

President/Chairman
(Signature and printed name)

Date: _____

SOMERSET COUNTY BOARD OF COMMISSIONERS

Brian K. Fochtman, Chair

Irvin H. Kimmel Jr., Vice-Chair

Pamela A. Tokar-Ickes, Secretary

Scott Dearmitt, Chief Clerk

DATED: _____, 2026

All Safe Inspection Services
RESIDENTIAL INSPECTION FEE SCHEDULE

MANUFACTURED (MOBILE HOME) On Piers - \$695, Full Basement / Crawlspace - \$795

Decks totaling 50 square feet or less included permit fee

Decks over 50 square feet: see below

Finished basements: \$.40 per square foot

SINGLE FAMILY DWELLING And INDUSTRIALISED HOUSING (MODULAR)

\$0.70 per square foot of floor space - \$1200 Minimum

Decks totaling 50 square feet or less included in fee

Decks over 50 square feet: see below

Finished basements: \$.40 per square foot (Unfinished foundation system – no additional charge)

ADDITIONS/ALTERATIONS (living rooms, family rooms, bedrooms, etc)

\$0.70 per square foot Minimum fee - \$300.00

Attached garages: \$.50 per square foot Minimum fee - \$200.00

DETACHED ACCESSORY STRUCTURES - No utilities

\$.25 square foot (plan review included) Minimum fee: \$200.00

RESIDENTIAL DECKS/UNCONDITIONED ADDITIONS

\$.70 square feet: \$80.00 minimum or \$300.00 maximum

With electric add: \$75.00

Steps and/or railings: \$50.00

Ramps: \$80.00

RESIDENTIAL DEMOLITION

\$ 50.00

SWIMMING POOLS

Residential Above Ground Pool (includes electrical) \$ 80.00

 Residential Above Ground Pools with Deck totaling 100sq ft or less \$160.00

 Decks over 100 square feet: see above

 Residential In-Ground Pools (includes electrical) \$200.00

Expedited Plan Reviews: additional 20% of permit fee Min \$100.00

RESIDENTIAL ELECTRICAL INSPECTION FEE SCHEDULE

Service – Meter Equipment up to 600 volts

Not over 200 amp \$100.00

Over 200 amp to 400 amp \$120.00

Over 400 amp to 600 amp \$145.00

Feeders or Sub-Panels (each)

Not over 200 amp \$ 35.00

Over 200 to 400 amp \$ 50.00

Generators \$ 100.00

Solar panels \$300.00

MISCELLANEOUS FEES

Each new or reconstructed sewer	\$ 75.00
Each new or reconstructed water distribution system	\$ 75.00
Each master backflow prevention device	\$ 75.00
State Fee (Act 157)	\$ 4.50
Application Fee (Requiring Inspections)	\$ 15.50
Cabin Application	\$ 130.00
Duplicate Certificate of Occupancy	\$ 25.00
Certificate of Occupancy – Safety Inspections	\$150.00
Waiver Permit (Requiring NO Inspections) for participating municipalities	NO CHARGE
Additional Charge May Be Applied if Inspection Request is Not Ready or Fails	\$ 75.00
Surcharge Policy For Starting Construction Without a Permit (Residential)	50% of permit fee
Surcharge Policy For Starting Construction Without a Permit (Commercial)	50% of permit fee

Construction permits for traditional municipal activities on municipal owned property by member municipalities shall be at ½ scheduled charge.

Construction permits for governmental related work by municipal authorities shall be at 1/2, the scheduled price

Construction permits on municipal property for non-traditional governmental activities, such as libraries, museums or by for profit or non-profit agencies shall be at 1/2, the scheduled charge.

Specialized Inspections:

Member Municipalities	\$75.00/hour (Minimum 2 Hours) \$40.00 thereafter in increments of ½ Hour
Non-Member Municipalities	\$100.00/hour (Minimum 2 Hours) \$50.00 thereafter in increments of ½ Hour
After normal business hours or weekends	\$300.00 and \$75.00/hr after 4 hrs at ½ hr increments
Variance/Appeals Review (non-public)	\$400.00
Variance/Appeals Hearing (public)	\$1,000.00

FEES FOR INSPECTION/ENFORCEMENT OTHER THAN ACT 45:

Fees for miscellaneous Inspection/Enforcement of Ordinances other than Act 45 – Uniform Construction Code – **ONLY FOR MEMBER MUNICIPALITIES OPTING TO UTILIZE AGENCY ENFORCEMENT.**

Zoning Review	\$55.00
Attendance at Zoning Hearing	(per municipality)
Flood Zone Review	\$55.00
Relocated manufactured homes inspection (state required) (member municipalities)	\$200.00
Re-inspection fee (member municipalities)	\$100.00
Relocated manufactured home inspection (state required) (non-member)	\$250.00
Re-inspection fee (non-member)	\$125.00 + mileage + expenses
Certificate of Occupancy – Safety Inspection Residential	\$150.00
Certificate of Occupancy – Safety Inspection Commercial	\$300.00

OPEN RECORDS FEES & DUPLICATING FEES

Copies:	\$ 0.25 per page
(single sided standard 8.5" x 11")	
Certification of a Record as a public record:	\$5.00 per record
Specialized Documents:	Actual Cost
(blue prints, color copies etc)	
Facsimile/Microfiche/Other Media	Actual Cost
(if available)	
Redaction of Document:	No Fee
Postage Fees:	Actual Cost
(includes postage, mailing container, etc)	
Inspection of Redacted Records:	\$0.25 per page

Prepayment is required if estimated costs is expected exceed \$100.00.

All fees to be paid prior to release of requested records.

COMMERCIAL PLAN REVIEW/PERMIT FEE SCHEDULE

1. **Plan Review:** Construction Cost x .25% \$150.00 min.

2. **New Structures:** The permit fee shall be based on A) the declared cost; or B) the construction value based on square footage and the type of construction, **WHICHEVER IS GREATER.**
 - A) Declared Cost x Permit fee multiplier (.0125) = PERMIT FEE
 - B) Gross Area x Type of construction factor = PERMIT FEE
(Square footage) x (from table) = PERMIT FEE

3. **For Additions, Alterations, or Renovations to Existing Structures:**
 - (a) The permit fee is based upon the declared cost of the proposed project as provided by the permit applicant. This declared cost is then multiplied by the permit fee multiplier of (.0125) or
 - (b) The (square footage x gross area modifier x type of construction factor). The type of construction factor is determined by using the attached table. This amount is then multiplied by the permit fee multiplier of (.0125). The permit fee for renovations/alterations will then be multiplied by: for each discipline that work is being performed, (.1) such as energy, electrical, plumbing, accessibility, mechanical, sprinklers/alarms, general; (.2) for structural, footing/foundation. The minimum permit fee is two disciplines (.4).

WHICHEVER IS GREATER

ADDITION EXAMPLE: The declared cost of a renovation project is \$100,000.

Declared Cost x Permit fee Multiplier = PERMIT FEE

\$100,000.00 x .0125 + (the \$4.50 House Bill Fee) = \$1,254.50

Minimum construction permit fee is \$100.00

4. Commercial Demolition \$100.00
5. Commercial Roofing: 1.25% or \$.05/sq ft
6. \$50.00/hr for Change Order Plan Reviews
7. Certificate of Occupancy w/o any work as follows: \$300.00 for structures up to 5000 sq ft. For structures 5000 sq ft and over, \$300.00 plus \$.08/sq ft.
8. Wall signs & non-electric signs - \$100.00
9. Signs with electric - \$300.00
10. Billboards & changeable message signs over 40 sq. ft. - \$500.00
11. Sign & Billboard plan review - \$80.00
12. Cell tower additions - \$300.00
13. Expedited Plan Review: 20% of permit fee. Minimum \$200

Re-inspection fees for commercial construction. \$100.00 for every additional visit.

FIRE PREVENTION FEE SCHEDULE

Smoke Detector System (Panel & 10 Devices)	\$ 75.00
Heat Detector System (Panel & 10 Devices)	\$ 75.00
Fire Alarm Pull Station (Panel & 10 Devices)	\$ 75.00
Each Additional 20 Devices	\$ 10.00
Sprinkler System up to 50 Sprinkler Heads	\$200.00
Each Additional Head	\$ 8.00
Commercial Cooking Hoods	\$ 85.00
Commercial Cooking Hood with Ansol System	\$175.00
Stand Pipe System	\$110.00
Dry Chemical Extinguishing System	\$110.00
Periodic Inspections Per Hour	\$ 100.00
Consultation Per Hour	\$ 100.00

CONDITION NOT PROVIDED, PLEASE APPLY FOR FEE

MINIMUM CHARGE: \$75.00



(814) 494-8235 | jshaffer@codecompliancesolutions.net

171 Buffalo Creek Road | Berlin, PA 15530

Code Compliance Solutions

2026 Somerset County Fee Schedule

- Ordinance Enforcement - Standard hourly rate: \$55.00
- Uniform Construction Code Enforcement - Standard hourly rate: \$55.00
- Land Use Permit Processing - Standard hourly rate: \$55.00
- Zoning Permit Processing - Standard hourly rate: \$55.00
- Community Patrols - Standard hourly rate: \$55.00
- Emergency site visits, as well as weekend and evening meetings scheduled after 4:00 PM are billed at a standard rate of \$55.00 per hour, with a minimum charge of three (3) hours
- Appearances before the Court or Magistrate are billed a minimum of three (3) hours, at a rate of \$100.00 per hour
- Postage Preparation - \$25.00 per Letter

Standard rate of \$55.00 per hour applies to the following services:

- Non-enforcement related research
- Non-enforcement related investigations
- Non-enforcement related correspondence
- In person and telephone consultations
- Administrative duties
- Stop Work Orders
- Unsafe Structure Postings

* A minimum billing increment of thirty minutes applies to all services

PMCA
1013 Wayne Avenue
Chambersburg PA 15501

To Whom it may Concern:

Borough/Township has designated The Somerset County Planning Commission to provide UCC building permit administration and enforcement effective (DATE). Any current permits issued by PMCA will continue to be administered by PMCA until such time the Occupancy Permit has been issued and/or project completion.

If PMCA is unable to complete the administration/inspection/enforcement of current permits, the County will finish out the administration/inspection/enforcement of the permit. This will be an agreement between the County and PMCA for such services.

We request you please provide us with a list of all active/outstanding permitting or inspection processes ongoing in _____ Borough/Township, as soon as possible.

Please advise us of PMCA's intention to see active permits through to completion.