

PORTAGE BOROUGH COUNCIL

January 3rd, 2022

RE-ORGANIZATION MEETING

District Magistrate Prebish administers the oath of office.

1. Mayor convenes the meeting
2. Call to Order-Roll call
3. Mayor Rocker-Lidwell conducts nomination of a Council President.
_____ nominated _____ for Council President. Nominations closed.

MOTION: To appoint _____ as Council President
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

4. Council President presides over the meeting for the remaining officers and appointments
Nomination made by _____ to appoint _____ as Council Vice President

MOTION: To appoint _____ as Council Vice President
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

5. Appointment of Borough Solicitor

MOTION: To appoint Michael Emerick as Borough Solicitor from 2022-2023
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

6. Appointment of Borough Engineer

MOTION: To appoint Stiffler, McGraw & Associates as Borough Engineer from 2022-2023
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

7. **Appointment to the Vacancy Board. Three members-2 Council and 1 elector at large.**

MOTION: To appoint _____ to the vacancy board from 1st member of Council
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

MOTION: To appoint _____ to the vacancy board from 2nd member of Council
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

MOTION: To appoint _____ to the vacancy board from elector at large
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

MOTION: To appoint _____ as President Pro tempore
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

8. Borough Manager designates the Department Heads for the Borough:

Director of Public Works	Scott Maul
Police Chief:	Shaun Gregory
Secretary/Treasurer	Michelle Claar

9. Appointment of delegate to represent the Borough at Cambria County Council of Governments

MOTION: To appoint _____ to the Council of Governments
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

10. Designate a bank as depository for the General Fund and the State Liquid Fuels Fund

MOTION: To designate First Summit Bank as the financial depository for General Fund, Liquid Fuels, Capital Improvement Savings Account and any other financial accounts
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

11. Designation of two signatories on the General Fund, State Liquid Fuels, and Capital Improvement Funds checking and other financial documentation.

MOTION: To designate Michelle Claar, Ronald Cadwallader, and Bruna Kissell as official signatories on the General Fund, State Liquid Fuels, and Capital Improvement Funds and other financial documentation.
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

12. Designation of three signatories for the Borough Safety Deposit Box contents at First Summit Bank.

MOTION: To designate Scott Maul, Michelle Claar, and Bruna Kissell as signatories for the Borough Safety Deposit Box contents at First Summit Bank.
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

13. Designate a newspaper(s) of general circulation for official legal notices.

MOTION: To designate the Dispatch as the first newspaper and the Tribune Democrat as the second for general circulation of official legal notices and advertisements
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

14. Designation of Council for the Building Committee.

MOTION: To appoint two council members _____ and _____ to serve on the building committee.
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

NEW BUSINESS:

1. Approval of a resolution to establish the base amounts requiring competitive bidding

MOTION: To approve Resolution 1-2022 by establishing the Base Amounts requiring Competitive Bidding and Written and Telephonic Quotations as per Section 2 of Ordinance No. 2-2014.
Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

Good of the Borough

MOTION: To adjourn

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____
Time _____