

### **Call to Order:**

The regular scheduled meeting of June 4<sup>th</sup>, 2012, was called to order by Ms. McCarthy at 6:30 p.m. Members present were: Mr. Kissell, Mr. Vandzura, Mr. Yetsko, Mr. Slanoc, and Mayor Fox. Also present were Robert Koban-Borough Manager; Mr. Emerick-Solicitor, Mr. Wisor-Borough Engineer, Chief Miller-Public Safety, Mr. Squillario-Public Works, and Michelle Claar-Borough Secretary. Mrs. Chobany was absent.

### **VISITORS:**

Sarah Wolford was present with the Dispatch. There were no other visitors.

### **Reports:**

#### **Managers Report:**

Mr. Koban furnished a written report prior to the meeting. Mr. Koban elaborated on several issues in his report. Mr. Koban informed Council that a tree fell on Shelter #10 (Ministerium) at the Park. The deductible is \$500.00. Mr. Koban advised that a quote was received from Petryshak Construction in the amount of \$2,100.00 for the repair of the shelter. Mr. Koban questioned Council on how to proceed with the deductible amount. Mayor Fox commented that a policy should be established in the future and the same issue should be discussed with the Fish Hatchery. Mr. Koban suggested the issue be discussed at a committee of the whole meeting. Council agreed that the \$500.00 deductible will be invoiced to the Joint Recreation Commission for the tree damage at Shelter #10.

Ms. McCarthy informed Council that EMA Director; George Wozniak is moving forward with emergency equipment purchases through the state & federal surplus program. Mr. Kissell questioned the timeframe on when the flags are put up on Main Street with respects to Armed Forces Day. Mr. Koban advised the target date for the flags is prior to Memorial Day.

#### **Solicitor's Report:**

Mr. Emerick furnished a written report prior to the meeting. Mr. Emerick advised Council that a public hearing will be held on Monday, July 16<sup>th</sup> for the Sekerak property on Gillespie Avenue. Mr. Emerick will research for any lien holders on the property prior to the meeting.

Mr. Emerick advised Council that a default judgment has been filed at the Cambria County Courthouse for the Bookhammer property on Main Street. Mr. Emerick commented that a date has not yet been determined. Chief Miller informed Council that a citation was issued to Mr. Bookhammer for the broken glass within the building and on the sidewalks. A hearing is scheduled at Magistrate Decorts on Tuesday, June 19<sup>th</sup> at 10:30 a.m. Mr. Koban advised that he will try to attend the hearing; as well as Mr. Moschgat and Mr. Hill.

Mr. Emerick questioned if the Plummer's has signed the papers for the Caldwell Avenue property. Mr. Koban advised that the Plummer's have not come in to sign the paperwork and he will deliver it or talk with them personally.

**Engineers Report:**

Mr. Wisor furnished a written report to Council. Mr. Wisor presented a proposed plan for the sidewalk and curb project from Mountain Avenue up to the Portage Schools that would be partially funded through the Transportation Enhancement Program. The grant application deadline is June 22<sup>nd</sup>, 2012. The plan consisted of sidewalks, curbs, trees, lights, and pedestrian crosswalks. Mr. Wisor also commented that the application process must be done electronically. Mr. Wisor presented an estimated cost of the project as what he had presented in the proposed plans. The overall cost is estimated at \$220,000.00 that would be covered by the grant. The Borough would be responsible for funding the design and environmental costs at an approximate cost of \$35,000.00. A lengthy discussion took place on the proposed plans: Planting of trees, grass between the curbs, what sides of Mountain Avenue, beginning and ending points, curbing, crosswalk placement, pros and cons of project, funding and commitment from borough, and application deadline. A discussion was also held on the aesthetics and appearance of Portage. Opinion and suggestions were made during the discussion with Mr. Vandzura questioning if Council if was willing to commit to the project in the amount of \$35,000.00. The first issue for Council to address was the commitment of funds for the project and then the detailed plans of the project. After a discussion, Mr. Vandzura motioned, seconded by Mr. Slanoc to commit the \$35,000.00 for the Transportation Enhancement Project for Mountain Avenue. Ms. McCarthy polled and motion carried 4-2 with Mr. Kissell and Mr. Yetsko voting no. Mayor Fox questioned if the application can still be applied for before the deadline without the detailed specifics of the project. Mr. Wisor commented that the application can still be filed but cautioned Council that they are looking for complete or shovel ready projects. Another discussion took place on the specifics of the plan. Mayor Fox motioned, seconded by Mr. Slanoc to apply for the grant in the amount of \$220,000.00 and to have Mr. Wisor present another design plan with four (4) foot sidewalks and curbs on Mountain Avenue one block below the school to wherever the funding costs would end up. Ms. McCarthy polled and motion carried 6-0. Mr. Wisor will present another design for the June Committee of the whole meeting on the 18<sup>th</sup>.

**Police Report:**

Chief Miller furnished a written report prior to the meeting. Mr. Slanoc questioned a school incident that he heard about from a resident. Chief Miller advised that the police department should have been notified earlier than what they were.

Chief Miller informed Council that Officer Russell is back on the schedule; Officer Kehn is back as needed, and Officer Vranich will be gone for 2 weeks. Chief Miller and Mr. Koban are reviewing several applications for part time officers.

**Public Works Report:**

Mr. Squillario furnished a written report prior to the meeting. Mr. Squillario advised Council that he has not received any contact from the Cambria County Solid Waste Authority to relocate the recycle bins. Mr. Koban informed Council that an e-mail was received from Kris Howdysell with the Cambria County Solid Waste Authority advising that there are no containers for plastic bag recycling.

Mr. Squillario commented that several of the street signs, posts, and facing needed to be repaired/replaced.

Mr. Yetsko commented on the high weeds at the Mountain House Grounds. The Mainline Heritage Association will be contacted.

Mayor Fox commended the Public Works Department for their road closure signs during their recent one year anniversary event.

**Treasurer's Report:**

Ms. Claar furnished a written report prior to the meeting. Mr. Slanoc motioned, seconded by Mr. Vandzura to approve the Treasurer's report in the amount of \$96,587.75. Ms. McCarthy polled and motion carried 6-0.

**Correspondence:**

The Community Harvest Fest Committee sent notice of the third annual harvest fest scheduled for Sunday, October 31<sup>st</sup> from 2:00 - 5:00 p.m. The committee is also requesting a monetary donation for the event. Mr. Koban advised that the donation is included in 2012 approved budget for \$100.00.

**Minutes of the Previous Meeting:**

The minutes from the May 7<sup>th</sup> regular and May 21<sup>st</sup> committee of the whole meeting were distributed prior to the meeting. Mr. Yetsko commented that the minutes from May 7<sup>th</sup> under new business concerning the Transportation Enhancement Program workshop reflected Mr. Koban's name twice and that he didn't attend. Mr. Koban commented that the minutes were incorrect with his name typed twice however; Mr. Koban committed his intentions to attend the scheduled meeting but the minutes were correct since it was prior to the meeting. Mr. Slanoc motioned, seconded by Mayor Fox to approve the May 7<sup>th</sup> regular meeting; with the above corrections, and the May 21<sup>st</sup> committee of the whole meeting minutes, motion carried 6-0.

**Paying of Bills:**

The bills were distributed prior to the meeting. Mr. Vandzura motioned, seconded by Mr. Yetsko to approve paying the bills, including the additional bills in the amount of \$37,241.52. Ms. McCarthy polled and motion carried 6-0.

**Reports**

Organizations submitting reports were the Portage Area Sewer Authority for April; the Water Authority for April Joint Recreation Commission for April, and Portage Library for April. Mr. Yetsko motioned, seconded by Mr. Kissell to accept the reports as submitted, motion carried 6-0.

**Unfinished Business:**

There was no update on the Main Street Streetscape project, Ten Year Comprehensive Plan, Open Space & Recreation and Trail Plan.

The Bookhamer, Plummer, and Sekerak properties were discussed earlier in the meeting under the Solicitors report.

Mr. Koban advised that he spoke with Portage Township Supervisors regarding the Comcast Cable Agreement but there was no update.

The Transportation Enhancement Program was discussed earlier in the Engineer's report.

Mr. Koban advised Council that there was no update on the proposed Sewer Ordinance regulating pressure and/or dye testing of sewer laterals for properties that are being sold or transferred. A copy of the draft ordinance for Portage Township has been received but has not been completed prior to the meeting. A draft will be presented at the Committee of whole meeting.

**VOTING ITEMS:**

None

**New Business:**

None

**Good of the Borough**

The Portage Great Community Yard Sale is on June 9<sup>th</sup>, 2012.

Mayor Fox commented on the parking blocks at the Dollar General being placed on the sidewalk and suggested having the blocks rebarred into the concrete.

**Adjournment:**

Mr. Yetsko motioned, seconded by Mr. Slanoc to adjourn, motion carried 6-0. The meeting adjourned at 8:25 p.m.