

A meeting of Portage Borough Council was held on October 3, 2016, at 6:30 p.m., in Council Chambers.

Those in attendance were:

Sharon McCarthy, President	John Morgan
Mayor James Kissell	George Wozniak
Dave Hayes	Jerome Yetsko
Todd Learn	

Also present were: Robert Koban, Borough Manager; Michael Emerick, Solicitor; Gary Wisor, Engineer; Ray Bowman, Public Works; Chief Miller, Public Safety; Sharon Squillario, Recording Secretary; Ron Portash, Mainline Publications; Randy Griffith, Tribune Democrat; Stephanie Schrift; and Dave Burkett.

Absent/Excused: Michelle Claar, Borough Secretary.

I. CALL TO ORDER

Ms. McCarthy called the meeting to order at 6:30 p.m., which was followed by a roll call with a quorum being present.

II. REFLECTION/PLEDGE OF ALLEGIANCE

Mr. Kissell offered a reflection. The reflection was followed by the Pledge of Allegiance.

III. RECOGNITION OF GUESTS

Ms. McCarthy asked for a motion to go out of order of the agenda to recognize the guests present.

ON MOTION OF MR. KISSELL, SECONDED BY MR. WOZNIAK, THE COUNCIL AGREED TO GO OUT OF ORDER OF THE AGENDA TO RECOGNIZE THE GUESTS PRESENT. MOTION CARRIED 7-0.

Ms. McCarthy recognized Mrs. Schrift.

Mrs. Schrift stated that she has been a member of the Library Board since January and is familiar with several members of Borough Council. She pointed out that the Library had to have their sewer line replaced as a result of the recent project. Because of this, the walkway from the back of the building is not usable. Mrs. Schrift apprised Council that the Library does have a grant in place to make the area ADA compliant from the back of the building to the front to allow for wheelchair use, etc.; however, that grant will not be in place in the near future and the area does need addressed prior to election day on November 8 being that the Library is a polling place. Mrs. Schrift stated that she was present at the meeting this evening to request of Council if something could be done to address the situation prior to November 8 and prior to their grant coming through.

Mr. Wozniak questioned Mr. Bowman if something could be done to address the situation, to which Mr. Bowman replied that we could place blacktop over the area. It would probably require approximately two ton at a total cost of \$140 – \$200. Mr. Wozniak questioned what will be done through the grant, to which Mrs. Schrift replied that the grant will cover the sidewalk from the parking lot to the front of the building. It will also cover redoing the front of the building because a new door is going to be placed in order that it is ADA compliant. Mrs. Schrift commented that the grant will not come through prior to November 8.

Mr. Koban commented that, when he spoke at a previous meeting, he thought the contractor was going to do the piece in the front of the building; however, they are not because of the Penelec easement. He indicated that, when he found this out, he talked with Mr. Bowman and stated that, when we received specifications from Penelec, we would do the sidewalk. However, if we do this, when the grant comes in, it will have to be removed to do the other work that will need done. Mr. Wozniak commented that he would not want to see the pavement being done and then have to be torn up with the work that has to be done once the grant comes in, but something has to be done. Mr. Koban questioned if we could use cold patch, to which Mr. Bowman replied that that would be more expensive.

ON MOTION OF MR. LEARN, SECONDED BY MAYOR KISSELL, COUNCIL UNANIMOUSLY APPROVED THE REQUEST TO PLACE BLACKTOP FOR THE LIBRARY AS DISCUSSED ABOVE, TO BE COMPLETED PRIOR TO NOVEMBER 8. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNIAK AND MR. YETSKO. MOTION CARRIED 7-0.

Mrs. Schrift thanked Council for their consideration and departed from the meeting.

Ms. McCarthy recognized Mr. Burkett.

Mr. Bowman apprised Council that he met with Mr. Stancovich; and we do not have access to the old sewer line for one year for residents to switch over to the new lines; and we are not allowed to place storm drainage until that time. Mr. Kissell questioned if there are currently any more dumps going into the line, to which Mr. Bowman replied that there is one but it is very shallow. Mr. Bowman explained that we do not have to break into the new blacktop on Caldwell since we would be able to do this from Makin Street. Mr. Koban stated that one of the hopes that we had was that one of the storm drains up the street will slow the water flow down. Mr. Bowman pointed out that when they patched for the sewer project, they placed a crown in the middle of the road which will allow the water to flow away from Mr. Burkett's house. Mr. Burkett indicated that, if he has to wait another year, he will have to do that. Mr. Bowman commented that we will then be able to tap into the Makin Street old sewer line. Mr. Burkett indicated that he was trying to alleviate an issue and his problem; and he will have to wait the year but at least he knows it will be addressed.

Mr. Burkett departed from the meeting at this time.

IV. REPORTS

A. Borough Manager

Mr. Koban commented that his report was provided to Council in written form prior to the meeting; and he asked if there were any questions from the Council.

Ms. McCarthy questioned when they will be demolishing the Antmart building, to which Mr. Koban replied that they just filed for the permit, so he does not know when the demolition will take place.

B. Solicitor

Attorney Emerick noted that his report was provided to Council in written form prior to the meeting.

Attorney Emerick apprised Council that the USDA loan is scheduled to close on October 27, 2016. He provided the paperwork that will need completed. Council will have to consider an Ordinance at their October 17 Committee of the Whole authorizing the borrowing of the money. Normally,

when you do a small borrowing of money, which this is in the amount of \$15,800, you would be able to do it by Resolution and submit it to DCED. However, under the current Charter, this action has to be done by Ordinance. Attorney Emerick included in the information an advertisement for the Ordinance, as well as the paperwork that the President and Secretary would need to sign. He pointed out that of the \$15,800, the bulk is from a grant and the remaining amount will be a cash outlay.

As it relates to the first litigation matter discussed in Attorney Emerick's report, he indicated that he spoke to the Attorney who seems to be on top of it as Mr. Koban has talked with him. Attorney Emerick inquired about filing a counter-claim; and the Attorney will be looking into this.

Concerning the second litigation matter outlined in Attorney Emerick's report (Dulancey), he noted that he received a report from Mr. Wisor related to this matter. He and Mr. Wisor spoke; and Mr. Wisor had some concern regarding the clean-up of the property. Attorney Emerick explained that the Borough does not have an Ordinance that specifically talks about the clean-up of the foundation and placing fill; however, as part of the Agreement, the property has to be cleaned up to the Engineer's satisfaction, which it is not. Mr. Wozniak questioned if we have had communication with the party, to which Attorney Emerick replied that he did send a final notice to the party in April/May indicating that they had 15 days to address the matter or it would be sent to the Magistrate. Attorney Emerick pointed out that Council could pass a motion authorizing the President of Council to file a civil complaint and for the Borough to pay any required fees.

ON MOTION OF MR. YETSKO, SECONDED BY MR. MORGAN, COUNCIL UNANIMOUSLY AUTHORIZED THE COUNCIL PRESIDENT TO FILE A CIVIL COMPLAINT ON BEHALF OF THE BOROUGH AS IT RELATES TO THE ABOVE MATTER AND TO PAY ANY SUBSEQUENT FEES RELATED TO THE FILING. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNIAK AND MR. YETSKO. MOTION CARRIED 7-0.

Attorney Emerick commented that he had talked with Council last month about the property located at 517 Main Street; and Mr. Wisor had provided a report on the condition of the property. Attorney Emerick indicated that there are some issues. He explained that the property is placed in ownership under an estate that is not registered with the State. When he did a review, the notification for the taxes that is on the deed for the property is to a Sugar Alley property that is owned by James Nicholson. Attorney Emerick pointed out that he will have to do a review at the courthouse to see if it is a non-entity who owns it; and we may have to petition the court for ownership. Attorney Emerick commented that we are unable to do anything now because at the current time the property is owned by an entity that does not exist.

Mr. Wozniak questioned if we have had communications prior to this with the parties involved, to which Mr. Koban replied affirmatively. He noted that the person involved went to the County and filled out a building application and came to the Borough for a site review to place two pavilions on the property (30 x 32 each). This property is 517 Sugar Alley. This was the section of the property that had the easement attached to it; and a copy of the easement was forwarded to the building people. Mr. Nicholson found this out and came to Mr. Koban very angry. Mr. Koban commented that there are going to be issues with both properties; and he questioned whether we need to research both properties. Attorney Emerick commented that one of the properties is owned by Jim Nicholson. Attorney Emerick emphasized that he is trying to avoid getting in front of a factfinder and having the Borough say that it does not own the property. That is why we need to establish ownership first.

ON MOTION OF MAYOR KISSELL, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY AUTHORIZED ATTORNEY EMERICK TO DO RESEARCH AT

THE COURTHOUSE TO DETERMINE WHO THE OWNER OF THE PROPERTY IN QUESTION IS. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNIAK AND MR. YETSKO. MOTION CARRIED 7-0.

Attorney Emerick apprised those present that he and Mr. Koban spoke recently relative to the sale of the 2009 Ford police cruiser. The County and another Borough are interested in purchasing the vehicle. Due to this interest, the sale would be exempt to the public bidding rule if we sold the vehicle to a County or another governmental entity. Attorney Emerick commented that he has provided a Resolution to Ms. Claar that Council would need to pass outlining who the vehicle is being sold to, the amount of the sale, and how long it would be to satisfy the sale. Mr. Koban pointed out that action cannot be taken until such time as we are in receipt of the new vehicle. He commented that we did have an inquiry from the County; and he learned prior to the meeting that Sankertown Borough was also interested. Attorney Emerick indicated that Council could table the matter until the new cruiser is received; and Council does have until the end of the month to make a decision. Mr. Koban questioned Council if they wanted to follow the process above versus public bidding, to which Attorney Emerick noted that Council is free to do a public bidding if it so chooses. Mr. Yetzko commented that we could obtain other quotes as well. Mr. Koban stated that if anyone is requesting an asking price, he can provide one. Ms. McCarthy questioned if we have any idea when the new vehicle will be received, to which Chief Miller replied that they were placing the graphics on the vehicle last week.

ON MOTION OF MAYOR KISSELL, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY AGREED TO TABLE THIS MATTER UNTIL THE NEXT MEETING AND CONSIDER THE INTEREST OF THE COUNTY AND SANKERTOWN BOROUGH AT THAT TIME. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNIAK AND MR. YETSKO. MOTION CARRIED 7-0.

C. Engineer

Mr. Wisor commented that he had forwarded a copy of his report to Council prior to the meeting.

As it relates to the sign inventory, Mr. Wozniak commented that this matter has been on the Engineer's Report for quite some time. He commented that he thought the inventory had to be done by a certain time. Mr. Koban pointed out that he needs to meet with Mr. Wisor relative to this matter. Mr. Wisor noted that the critical thing was to have a policy in place by a certain date which we do.

D. Chief of Police

Chief Miller reported that he had forwarded a copy of his written report to Council prior to the meeting.

As it relates to Officer Layo attending the Top Gun training, Mr. Wozniak questioned if the officer brought anything back from the training that would benefit the Borough. Chief Miller replied that Officer Layo received training relative to drug screening, entry incidents, required paperwork for search warrants, etc. Mr. Wozniak questioned if Officer Layo learned about any new equipment that would be beneficial for the Borough, to which Chief Miller replied negatively.

E. Director of Public Works

Mr. Bowman noted that a copy of his report was provided to Council prior to the meeting. He indicated that the only matter he wanted to discuss with Council was that of the sewer lines not being available for one year, which was discussed earlier in the meeting.

V. CORRESPONDENCE

It was noted that there was no correspondence to be presented.

VI. MINUTES OF PREVIOUS MEETING

As it relates to the minutes from the last meeting, Ms. McCarthy noted that there was one change needed on page 3 of the minutes. Under Council members voting on the motion, Ms. McCarthy commented that Mr. Hayes' name was included and Mr. Hayes was not present at the meeting.

ON MOTION OF MR. YETSKO, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED THE MINUTES OF THE SEPTEMBER 2016 REGULAR MEETING AS PRESENTED, WITH THE AMENDMENT AS NOTED ABOVE. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNAK AND MR. YETSKO. MOTION CARRIED 7-0.

VII. BILLS AND TREASURER'S REPORT

Ms. McCarthy noted that copies of the bills and Treasurer's report were distributed for review by Council members prior to the meeting.

ON MOTION OF MR. LEARN, SECONDED BY MR. WOZNAK, COUNCIL UNANIMOUSLY ACCEPTED THE TREASURER'S REPORT IN THE AMOUNT OF \$66,143.72 AND AGREED THAT THE BILLS AND ADDITIONAL BILLS BE PAID; AS PRESENTED IN WRITTEN FORM, IN THE AMOUNT OF \$34,465.53. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNAK AND MR. YETSKO. MOTION CARRIED 7-0.

VIII. REPORTS RECEIVED

Ms. McCarthy noted that reports were received from the Portage Water Authority (August); Portage Sewer Authority (August); Portage Library (August); LMIA (August); and PAJRC (July and August).

ON MOTION OF MR. WOZNAK, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY ACCEPTED THE REPORTS RECEIVED AS NOTED ABOVE. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNAK AND MR. YETSKO. MOTION CARRIED 7-0.

IX. UNFINISHED BUSINESS

Mr. Koban provided an update as follows:

- A. Update on Recreation Manager/Director position: Mr. Koban contacted Mr. Longwell relative to setting up a meeting date with he and Jay Schriver as outlined in Mr. Koban's report. This meeting could be scheduled as early as next week. With the budget preparation, Mr. Koban noted, it will be important to have all of the information before the end of the year.

- B. Update on Borough Building Roof: no new information.
- C. Update on Lee Street retainer wall (Norfolk Southern): This item can be removed from the agenda.
- D. New CFA grant funding application for Crichton McCormick Restroom: This item can be removed from the agenda.
- E. Update on DCED approval for public works maintenance building loan: This item was included in the Solicitor's Report.
- F. Update on paving side streets (PASA): Mr. Learn commented that he thought the contractor was going to be paving the rest of the streets. Mr. Bowman noted that the contractor has until September 28 to complete the paving. Mayor Kissell questioned if Vine Street is included, to which Mr. Bowman replied that the Vine Street project was a gas company project so the gas company would be responsible. Mr. Koban commented that Caldwell Avenue and Jefferson Avenue would be fully paved; and everything else would only be the trench. Mr. Learn questioned why only one part of Jefferson Avenue, to which Mr. Koban replied that the Borough took over one part of Jefferson because it could be reimbursed for it and that is why the upper part of Jefferson was done. Mr. Bowman commented that there are a lot of laterals in a very short area on the area above the bridge on Jefferson Avenue.
- G. Update on Mr. Burkett drainage at Caldwell and Makin: discussed earlier in the meeting; can be removed from the agenda.
- H. Update on Trout Run Rehabilitation (seek new grant funding): Mr. Wisor provided Mr. Koban with information last month; no further information.
- I. Update on promoting tourism in Portage: no update.
- J. Update on LERTA qualification (Mazz's): information included in the Borough Manager's report.

X. BUILDINGS

Mr. Koban provided the following update:

- A. Update on 532 Dulancey Drive (Guants): discussed earlier in the meeting.
- B. Update on Nicholson property on Main Street: discussed earlier in the meeting.
- C. Update on Steve Moyer (deceased) property at 110 Lincoln Drive: Mayor Kissell questioned if the liens can be removed somehow, to which Attorney Emerick replied that, if the property is sold at judicial sale, it would wipe out the liens. Mayor Kissell commented that he would like to see the property placed back into taxation. Attorney Emerick pointed out that the property is still being assessed, but the taxes are not being paid; and no one in the family wants the property. Attorney Emerick questioned if this matter should be taken off of the agenda, to which Mayor Kissell replied affirmatively.
- D. Update on Mark Kissell property at 1315 Jefferson Avenue: no further information. It is thought that the property will go up for judicial sale.

Mr. Learn commented that the weeds behind the dumpsters (the property next to the rear of the Borough building) are getting quite high, to which Mr. Koban replied that we would have to have the property owner to cut them. Mr. Learn questioned if the telephone pole beside S&T has always leaned, to which Mr. Bowman replied affirmatively.

XI. NEW BUSINESS

A. HarvestFest

As it relates to the request the blocking of the street for HarvestFest, Mr. Yetsko requested clarification of what will be blocked off, to which Ms. McCarthy replied that the area to be blocked off is not what was stated in the letter of request. She explained that she only blocks off up to the alley beside Mr. Yetsko's residence and not along the property owned by Mainline Heritage.

ON MOTION OF MAYOR KISSELL, SECONDED BY MR. YETSKO, COUNCIL UNANIMOUSLY APPROVED THE BLOCKING OFF OF ONE-HALF OF BRANCH STREET FOR THE PURPOSE OF HARVESTFEST AT 10:30 A.M. ON SUNDAY, OCTOBER 16, 2016. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNIAK AND MR. YETSKO. MOTION CARRIED 7-0.

B. 2016 State Aid

ON MOTION OF MR. WOZNIAK, SECONDED BY MAYOR KISSELL, COUNCIL UNANIMOUSLY AGREED TO DEPOSIT THE STATE AID FOR 2016 MMO OF \$12,786.00 AND THE BALANCE OF \$5,935.41 INTO THE NON-UNIFORM PENSION PLAN WITH THE PA MUNICIPAL RETIREMENT SYSTEM. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNIAK AND MR. YETSKO. MOTION CARRIED 7-0.

C. Letters of Interest for Various Boards and Commissions

ON MOTION OF MR. LEARN, SECONDED BY MAYOR KISSELL, COUNCIL UNANIMOUSLY APPROVED THE ADVERTISING FOR LETTERS OF INTEREST FOR THE WATER AUTHORITY – 5 YEAR (KOVAL); JOINT RECREATION – 3 YEAR (S. SQUILLARIO); PLANNING COMMISSION – 5 YEAR (BERNAZZOLI); AND SEWER AUTHORITY – 5 YEAR (DJ MOORE). COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNIAK AND MR. YETSKO. MOTION CARRIED 7-0.

D. Penelec Easement for Library

Mr. Koban commented that this matter was discussed earlier in the meeting. He indicated that, being that the Borough requested the easement, the associated filing fees will be paid by the Borough.

E. Sale of 2009 Ford Cruiser

Discussed earlier in the meeting.

F. Ordinance for USDA Grant/Loan

ON MOTION OF MAYOR KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED THE ADVERTISING OF A PROPOSED ORDINANCE FOR A POLICE INTERCEPTOR IN THE AMOUNT OF \$15,800.00 IN ACCORDANCE WITH THE SMALL BORROWING DEBT ACT (DCED). COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. LEARN, MR. MORGAN, MR. WOZNIAK AND MR. YETSKO. MOTION CARRIED 7-0.

XII. GOOD OF THE BOROUGH

A. Cambria County Borough Dinner

Following a poll of those present, Ms. McCarthy, Mr. Wozniak, and Mayor Kissell, and Mr. Koban will be attending the Cambria County Borough Dinner on October 25, 2016 at the Lilly Sokols (5:30 social hour). Mr. Yetsko is a tentative.

B. Halloween

Ms. McCarthy apprised Council that Halloween will be celebrated in the Borough on October 30, 2016 from 4:00 – 6:00 p.m.

C. Sign at Skills Location

Mr. Hayes questioned Council if a business in the Borough needs to have a permit to put up a sign. He commented that there have been some individuals who have contacted Skills indicating that the sign in front of their business was an “eyesore.” Ms. McCarthy indicated that Council has no choice when it comes to matters like this and has to address it. Mr. Learn stated that Skills has removed the sign. Mr. Hayes informed Council that it is none of Council’s business on the type of sign; and he has donated poles for Skills to put another sign up. This is the reason he was questioning whether the business would need a permit. Mr. Koban stated that Mr. Hayes would need to check with the County on this. Mr. Wozniak noted that he does believe that the sign has to be a certain size. Mr. Koban commented that Skills would need to contact Laurel Municipal. Mr. Hayes pointed out that the sign that Skills had was the same as other businesses in town and nothing was said to other businesses. He also indicated that Skills noted that they were told that the signed blocked the sight of individuals pulling out, to which Mr. Learn replied that this was the case. Mr. Hayes further commented that there are houses in the Borough that are more of an eyesore than the Skills sign. Mr. Morgan pointed out that representatives from Skills should have come to Council to discuss the matter rather than contacting Mr. Hayes. Mr. Wozniak noted that Mr. Hayes should have told Skills that he would research the matter and get back to Skills rather than moving forward.

D. Council Term Limits

In another matter, Mr. Hayes questioned Council on how Council would be able to take a vote on implementing term limits for Council members. He stated that we are unable to get new people for Council if you have different areas in the Borough locked down. Ms. McCarthy pointed out that anyone has the opportunity to put their name on the ballot. Mr. Hayes questioned why we could not have term limits. Mr. Wozniak commented that the position of President of Council is open each year. Mr. Hayes stated that he is basically on Council because no one wanted the position. Mr. Learn commented that, if we had term limits, we would have no one running for the positions. Mr. Hayes stated that he has been asking about term limits on Council since he moved to this area.

Mr. Koban pointed out that it was addressed in the Charter on how limits are set; and the current Charter was voted on by the community in the 1990's. Attorney Emerick pointed out that there are no term limits outlined in the Borough Code. Mr. Koban commented that we would have to make a change in the Charter via a referendum which would have to be placed on the ballot. Mayor Kissell agreed indicating that we would first have to have residents of the Borough sign a petition requesting the change.

E. Emergency Generator

Mayor Kissell reminded Council that last year Council had started talking about a generator to provide a power supply in the event we need to use the Borough building as a shelter during a power outage. Mr. Koban pointed out that the matter of a generator has been discussed by Council and the Building Committee. He explained that we would not be able to run a power cord into the building with a generator running outside; and you are unable to fire up a generator in a public building. The current generator we have is for emergency lighting; and it was placed when the building was built. Mr. Wozniak commented that, to obtain the type of generator we would need, it would be quite expensive. Mr. Koban agreed indicating that we need to plan appropriately so that we can obtain the type of generator that would be needed. We just cannot run an extension cord from a generator to run the furnace pumps. Mr. Wozniak pointed out that we would need to come up with the funding to purchase the generator as well. Mr. Koban explained that, when this matter was discussed in the past, everyone made the decision to not do anything unless it was done and done the right way. He pointed out that we were also offered a free generator from the Water Authority if we could use it; however, we would need to determine if it would meet specifications; and we would need to have power run to the building appropriately. Mr. Wozniak indicated that when this was previously discussed, it was found that for the grant it would cost \$25,000 to have it done properly. Mayor Kissell pointed out that we just cannot get into an emergency situation and not have heating available for the building if it is to be used as a shelter. Mr. Koban again pointed out that we need to do it right if we are going to do it.

Mr. Learn apprised Council that he did talk with Scott Morris relative to the Sacred Heart School building. Nothing has really changed regarding the sale of the building. Ms. McCarthy stated that she has also made several telephone calls. Mr. Learn noted that he did express to Mr. Morris Council's interest in the building and asked that he keep Council apprised of any progress.

XIII. ADJOURNMENT/EXECUTIVE SESSION

THERE BEING NO FURTHER BUSINESS, ON MOTION OF MR. HAYES, SECONDED BY MR. LEARN, THE MEETING WAS ADJOURNED AT 7:35 P.M. AND COUNCIL WENT INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER.

Respectfully submitted,

Sharon Squillario
Recording Secretary