

A meeting of Portage Borough Council Committee of the Whole was held on Monday, September 19th, 2016.

Those in attendance were:

Sharon McCarthy
Jerome Yetsko

James Kissell
Todd Learn

George Wozniak
John Morgan

Also present were: Robert Koban, Borough Manager and Michelle Claar-Secretary. Absent was David Hayes.

Visitors:

In attendance were: Mr. Ron Portash with the Dispatch and resident; Jean Kinley.

UNFINISHED BUSINESS:

A. Recreation Director/Manager position

Mr. Koban advised that Ms. Claar forwarded an e-mail to Council; that she received from Portage Township, advising that they will not be participating in the Recreation Director/Manager position. Mr. Koban commented that the possible position was only in the discovery phase and more research is required before moving forward. Mr. Koban advised that the last meeting was to only obtain a consensus from the Supervisors and the Portage Area Joint Recreation Commission to move forward with obtaining additional information. The research will include contacting the PADCNr to secure funding and grant availability; meeting with the grant writer; Mr. Tim Longwill, and to determine hiring options with the job descriptions on file for the position. After a lengthy discussion:

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL APPROVED TO MOVE FORWARD WITH OBTAINING ADDITIONAL INFORMATION FROM THE PADCNr FOR GRANT FUNDING RESOURCES FOR THE RECREATION DIRECTOR/MANAGER POSITION. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. MORGAN, MR. WOZNIAK, MAYOR KISSELL, AND MS. MCCARTHY. MOTION CARRIED 6-0.

Ms. McCarthy commented; Recreation is part of the Comprehensive Ten Year Long Range Plan, which was created between the Borough and the Township. As a recommendation from the plan, we need to start moving forward with those recommendations or we are wasting the money and tax paying dollars. A short discussion also took place on the old skating rink at the park. Mr. Kissell commented that water could be placed inside the rink for ice skating during the upcoming winter months. Mr. Morgan questioned the liability portion. Council acknowledged Ms. Linda Miko for spearheading the new Veteran's memorial monument placed at the Park.

B. Gaunt Property-there was no update provided.

C. Nicholson Property-there was no update since Mr. Emerick was on vacation.

D. Borough Roof-Mr. Koban advised that he received an e-mail from Mr. Wisor regarding the borough roof but could not locate it. He will provide information at the October regular meeting.

E. Lee Street Retainer Wall-No update

F. Moyer Property-1100 Lincoln Ave-Mr. Koban advised that Mr. Emerick confirmed that the property was listed in the Sheriff Sale for September 12th, 2016. The property has several liens placed on the property.

- G. CFA Grant Funding for Park Restroom
Mr. Koban advised that he would like to keep this on the agenda for a new round of grant funding by March 1, 2017.
- H. DCED Loan for the Public Works Maintenance Building-Ms. Claar advised that Mr. Emerick is waiting on the final proof of publication for DCED and will be able to provide an update at the October regular meeting.
- I. CVA grant for Trout Run Flood Protection-Mr. Wisor send an e-mail from the Commonwealth Financing Authority providing an explanation of why the borough did not get approved for the grant funding. A copy was provided to Council.
- J. Promoting Tourism in Portage-Mr. Portash provided a sample brochure for Portage but still has a few locations and pictures to complete it. A discussion was held several businesses within the Borough that are either closing or moving. Mr. Learn questioned if Craig Mazz's Pizza could qualify for the LERTA. Mr. Koban explained that we talked about it earlier in the morning and he is reviewing the ordinance to determine if it meets the criteria for improvements. Mr. Wozniak commented that the previous business location at Mazz's will be acquiring another Italian restaurant. Ms. McCarthy commented that Allegheny & Chesapeake is also moving out of the area.
- K. Update on Mr. Burkett storm water drainage-Mr. Koban advised that he and Mr. Bowman had investigated the water issues after the last rain storm and noticed that the area at Makin and Caldwell is indeed having flooding issues. The drain project at Caldwell Avenue will not remedy the situation down to the bottom. The water is runoff is coming from the side streets and flowing down to Makin and Caldwell. Mr. Koban advised that Mr. Bowman will be talking with the Portage Area Sewer Authority for locations of manholes by using the old sewer system as a storm drain. An update will be provided at the October regular meeting.
- L. Proposed waterline on Mountain/Farren-Mr. Koban advised that he received an e-mail from Mr. Joe Byers advising that they were not successful in grant funding through the CDBG funding. Mr. Byers also submitted survey results from the community as only 19% participation. Council agreed the issue can be removed from the agenda at this time.
- M. Park Deeds and language for alcohol at Crichton-McCormick Park-Mr. Wozniak commented that at least we now have summary for the areas within the park. Council agreed to not do anymore with it but keep the information on file.
- N. Update on Mark Kissell property at 1315 Jefferson Ave-Ms. Claar advised Council that Mr. Mark Kissell came in the office to obtain a building permit application for repairs to the fire damaged structure. Mr. Kissell commented that the property is currently in litigation. Mr. Koban suggested that Mr. Kissell not get personally involved with the issue. Mr. Kissell commented that he helped build the homestead structure and gave his personal guarantee that it will be repaired. Mr. Koban commented that Mr. Mark Kissell has been given ample time to contact the Borough with his intentions and the residents have made several complaints regarding the condition of the structure.

NEW BUSINESS:

- A. Community HarvestFest-The committee scheduled the event for Sunday, October 16th from 2-5:00 p.m. The committee also sent their 2015 profit and loss report and requested the annual donation in the amount of \$100.00.

ON MOTION OF MR. KISSELL, SECONDED BY MR. MORGAN, COUNCIL UNANIMOUSLY ACCEPTED THE 2015 PROFIT & LOSS REPORT AND APPROVED THE \$100.00 DONATION THAT WAS INCLUDED IN THE 2016 APPROVED BUDGET. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. YETSKO, MR. WOZNIAK, MAYOR KISSELL, AND MS. MCCARTHY, MOTION CARRIED 6-0.

Mr. Yetzko questioned the road closure request. Ms. McCarthy advised that the committee will have the request for the October regular meeting.

Ms. McCarthy questioned the constant water run-off flowing down Branch Street in the alley. The water is coming from the roof tops and sump pumps. Ms. McCarthy was concerned for ice buildup during the winter season. A discussion took place on how to divert the water from flowing into the alley.

Mr. Wozniak questioned the status of the new police cruiser. The cruiser is at Layton Graphics getting the decals installed. Mr. Emerick is still in the process of providing the paperwork to USDA. Mr. Learn questioned if the old cruiser will be placed in or out of service once the new one is here. Mr. Koban advised that the decals would be removed prior to selling. Mr. Koban informed Council that the Cambria County Prison is interested in purchasing the old cruiser and will check with Mr. Emerick to determine if it has to be advertised for bids or if could be sold to the prison. There was no estimated trade-in value. Mr. Koban will check with various dealers to determine a value and provide to council at the October regular meeting.

3. Paying of the Bills

Ms. Claar presented a copy of the bills to be paid in written form.

ON MOTION OF MR. YETSKO, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY AGREED TO PAY THE BILLS AND ADDITIONAL BILLS AS PRESENTED IN WRITTEN FORM IN THE AMOUNT OF \$14,097.32. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. YETSKO, MR. WOZNIAK, MAYOR KISSELL, AND MS. MCCARTHY, MOTION CARRIED 6-0.

GOOD OF THE BOROUGH

Mr. Kissell questioned if Vine Street was going to be paved since the sewer project is complete. Mr. Learn also questioned if any of the side streets were going to be paved as well. Mr. Koban will check with Mr. Fritz.

Mr. Kissell commented on the condition of the dip at the Portage Public Library and suggested that the Public Works Department place some asphalt in that area before winter. Mr. Koban explained that the Public Works Dept will be installing the conduit and wire for the streetlight. Mr. Morgan commented that this would be opening up a can of worms or setting a precedence with other businesses. Mr. Koban also commented that Mr. Gilpatrick is reviewing their budget to see if the repairs could be done.

Mr. Wozniak questioned the signage at the Skills of Central PA on Main Street. Mr. Learn commented that the placement of the sign is obstructing the line of sight. A short discussion took place on the sign.

Mr. Yetzko requested that the Public Works Dept take a survey of ALL the dead trees on Main Street. Several locations were provided. Mr. Yetzko also commented that drivers are traveling the wrong way on Central Alley due to the sign being bent over or not visible.

There being no further business

ON MOTION OF MR. WOZNIAK, SECONDED BY MR. YETSKO, COUNCIL UNANIMOUSLY AGREED TO GO INTO EXECUTIVE SESSION FOR LITIGATION PURPOSES. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. YETSKO, MR. WOZNIAK, MAYOR KISSELL, AND MS. MCCARTHY, MOTION CARRIED 6-0.

ON MOTION OF MR. WOZNIAK, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY AGREED TO GO OUT OF EXECUTIVE SESSION AND INTO THE REGULAR MEETING. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. YETSKO, MR. WOZNIAK, MAYOR KISSELL, AND MS. MCCARTHY, MOTION CARRIED 6-0.

ON MOTION OF MR. WOZNIAK, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY ADJOURNED.

ADJOURNMENT

ON MOTION OF MR. WOZNIAK, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY ADJOURNED AT 8:14 P.M.