

A meeting of Portage Borough Council was held on Tuesday, January 3rd, 2017, at 6:30 p.m., in Council Chambers.

Those in attendance were:

Sharon McCarthy	John Morgan	James Kissell	David Hayes
George Wozniak	Todd Learn	Jerome Yetsko	

Also present were: Robert Koban, Borough Manager; Michael Emerick, Solicitor; Gary Wisor, Engineer; Ray Bowman, Public Works; Chief Edward Miller, Public Safety.

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

Ron Portash, Mainline Publications

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. Mr. Koban elaborated that the Cambria County Commissioners had decided to not purchase the 2009 Ford Cruiser. Mr. Koban commented that Sankertown Borough is still interested in purchasing the vehicle. The issue was addressed later on in the meeting.

Ms. McCarthy questioned if there were any potential part time officer applicants. Mr. Koban advised that he and Chief Miller will be reviewing the applications within the next week. Some of the applicants had no experience and some were only responding due to unemployment regulations through Career Link.

Mr. Hayes commented on a section of Mr. Koban's report concerning Officer Russell's resignation and not working since August of 2017. The date should be August of 2016.

Mr. Morgan questioned the payroll summary concerning Mr. Bowman's vacation time. Mr. Koban explained that Mr. Bowman was paid out for 2014, 2015 and 2016. There is a cap of 80 hours' carryover to the next year. Mr. Koban commented that a one week vacation may be mandated for Mr. Bowman and Mr. Steberger this coming year and will be monitored prior to the budget process.

B. Solicitor

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

Mr. Emerick advised that there was no update on the Borough Roof.

Mr. Emerick apprised Council that a hearing should be scheduled soon with the District Magistrate for the Gaunt property located at 532 Dulancey Drive.

As it relates to the Nicholson property, Mr. Emerick advised Council that the police have already filed in July for the dangerous structure. The issue is that the property is listed as Nicholson Estates and each individual named needed researched. The hearing was continued. Mr. Wozniak commented on the frustration and questioned the timeframe that it is taking Mr. Prebish to schedule a hearing.

Mr. Emerick informed Council that he attended the final loan closing with USDA for the grant/loan on the 2017 Ford Explorer.

C. Engineer

Mr. Wisor commented that he had forwarded a copy of his report to Council prior to the meeting. Mr. Wisor informed Council that the PennDot Multi-model grant funding was re-filed for curb, sidewalk, and lighting improvements. The Borough's share is \$132,271.65. Mr. Kissell questioned if there were any plans available to review. Mr. Wisor advised that he can provide plans.

Chief of Police

Chief Miller provided a copy of his written report to Council prior to the meeting. Chief Miller had nothing additional to report.

Ms. McCarthy informed Chief Miller that a red house at the corner of Mountain Avenue has a pile of dirt blocking the sidewalk and has been there for approximately 8 months. She had received several complaints.

D. Director of Public Works

Mr. Bowman noted that a copy of his report was provided to Council prior to the meeting. Mr. Bowman had nothing additional to report.

Ms. McCarthy questioned if the issue with the rats on Caldwell was resolved. Mr. Bowman advised that property owner did not have any garbage service and the rats were coming from the creek.

Ms. McCarthy commented on the Washington Avenue drainage issue at the Arch from Lee Street. Mr. Bowman commented that the rain from the tracks is running down the stairwell and through the Arch.

V. CORRESPONDENCE

Pro Disposal provided the 207 Garbage collection holiday schedule. The schedule will also be placed on the borough website and posted at the Portage Municipal Authority.

Mr. Kissell commented that there is still stone in the ice rink and would like to have it removed so the kids can utilize it.

VI. MINUTES OF PREVIOUS MEETING

As it relates to the minutes from the December 5th regular and December 16th special meetings.

ON MOTION OF MR. LEARN, SECONDED BY MR. MORGAN, COUNCIL UNANIMOUSLY APPROVED THE MINUTES FROM THE DECEMBER 5TH, 2016 REGULAR MEETING AND THE DECEMBER 16TH, SPECIAL MEETING. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. WOZNIAK, MR. YETSKO, MR. MORGAN, AND MR. LEARN. MOTION CARRIED 7-0.

VII. BILLS AND TREASURER'S REPORT

Ms. McCarthy noted that copies of the bills, additional bills, and Treasurer's report were distributed for review by Council members prior to the meeting. Ms. McCarthy questioned the number of voided checks. Ms. Claar explained that some of them had jammed and some were written over by not changing back to regular paper.

ON MOTION OF MR. MORGAN, SECONDED BY MR. YETSKO, COUNCIL UNANIMOUSLY ACCEPTED THE TREASURER'S REPORT IN THE AMOUNT OF \$73,464.60 AND APPROVED THE BILLS AND ADDITIONAL BILLS BE PAID; AS PRESENTED IN WRITTEN FORM, IN THE AMOUNT OF \$22,980.06. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. WOZNIAK, MR. YETSKO, MR. MORGAN, AND MR. LEARN. MOTION CARRIED 7-0.

VIII. REPORTS RECEIVED

Ms. McCarthy noted that reports were received from the Portage Water Authority (Nov); Portage Sewer Authority (Nov); and Portage Area Ambulance Association (Nov)

ON MOTION OF MR. WOZNIAK, 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. WOZNIAK, MR. YETSKO, MR. MORGAN, AND MR. LEARN. MOTION CARRIED 7-0.

IX. UNFINISHED BUSINESS

Mr. Koban provided an update as follows:

- A. Update on Recreation Manager/Director position: Mr. Longwill continues working on the peer to peer grant application and the letters of support.
- B. Update on Borough Building Roof: Discussed earlier in the meeting.
- C. Update on Trout Run Rehabilitation: Mr. Wisor reported that the grant can be re-submitted with the project being scaled down.
- D. Update on promoting tourism in Portage: Mr. Portash advised that he will be finishing the brochure in January and is in the process of obtaining pictures.

X. BUILDINGS

Mr. Koban provided the following update:

- A. Update on 532 Dulancey Drive (Gaunts): pending with District Magistrate Prebish.
- B. Update on Nicholson property on Main Street-discussed earlier in the meeting.
- C. Update on storage units at Sugar Alley: discussed earlier in the meeting.
- D. Update on Mark Kissell property at 1315 Jefferson Avenue: no update

XI. NEW BUSINESS

A. Mr. Emerick presented Council with the competitive bidding requirements for 2017 for their review. Competitive bidding increased in 2017 from \$19,400.00 to \$19,700.00; written and telephonic quotes increased from \$10,500.00 to \$10,700.00.

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED RESOLUTION 1-2017 BY ESTABLISHING THE BASE AMOUNTS REQUIRING COMPETITIVE BIDDING AND WRITTEN AND TELEPHONICS QUOTATIONS PER SECTION 2 ORDINANCE 2-2014. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. WOZNIAK, MR. YETSKO, MR. MORGAN, AND MR. LEARN. MOTION CARRIED 7-0.

ADDITIONAL AGENDA ITEMS

1. Request from the PAHS

A letter was submitted from the Portage Area Historical Society to request a portion of sidewalk per repaired at the Museum. Mr. Bowman explained that a piece of curb has already been replaced and put back. The Historical Society will be obtaining quotes for the curb but they are requesting the sidewalk be repaired. A discussion took place and Mr. Koban will contact Mrs. Huschak regarding the issue.

2. Rescinding Resolution 9-2016 (Cambria County Commissioners)

The Cambria County Commissioners advised the Borough Secretary that they were not going to purchase the 2009 Ford Police Cruiser. Ms. Claar advised that the resolution should be rescinded.

ON MOTION OF MR. KISSELL, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY APPROVED TO RESCIND RESOLUTION 9-2016 WITH THE CAMBRIA COUNTY COMMISSIONERS TO PURCHASE THE 2009 FORD POLICE CRUISER IN THE AMOUNT OF \$3,900.00. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. WOZNIAK, MR. YETSKO, MR. MORGAN, AND MR. LEARN. MOTION CARRIED 7-0.

3. Request from Sankertown Borough

Chief Miller advised that Officer Novak and Council members contacted him regarding the 2009 Ford and questioned it was still available for purchase. Officer Novak advised that he will be seeking Sankertown Borough Council approval on Wednesday, January 4th, 2017 to purchase the vehicle in the amount of \$3,900.00.

ON MOTION OF MR. KISSELL, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY ACCEPTED SANKERTOWN POLICE DEPARTMENT PROPOSED BID AMOUNT OF \$3,900.00 TO PURCHASE THE 2009 FORD POLICE CRUISER, PENDING THEIR COUNCIL APPROVAL. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. McCARTHY, MAYOR KISSELL, MR. HAYES, MR. WOZNIAK, MR. YETSKO, MR. MORGAN, AND MR. LEARN. MOTION CARRIED 7-0.

XII. GOOD OF THE BOROUGH

1. Mr. Kissell commented on an article in the Borough News concerning tele communications for the disabled and ill. Various equipment, speakerphones, and microphones would be need to be purchased. A resolution would also have to be passed. A discussion took place and all of Council

was in agreement to place the issue on the agenda for Mr. Emerick to research and prepare a draft for their review.

Mr. Bowman advised that a potential winter storm will be approaching this week.

Mr. Yetsko commented that a chunk of asphalt is missing on Farren Street.

Mr. Wozniak questioned if there were any updates on a generator for the Administration Building.

Mr. Hayes commented that the Portage Area Sewer November minutes reflected that the sewer project was under budget. He was inquiring if any the monies would be refunded or reduces the loan obligation.

Ms. Claar informed Council that Mrs. Redfern will be having back surgery on Monday, January 23rd, 2017.

ON MOTION OF MR. KISSELL, SECONDED BY MR. WOZNIAK, COUNCIL WENT INTO EXECUTIVE SESSION FOR PERSONNEL REASONS. MOTION CARRIED 7-0.

ON MOTION OF MR. LEARN, SECONDED BY MR. MORGAN, COUNCIL WENT OUT OF EXECUTIVE SESSION, MOTION CARRIED 7-0.

XI. ADJOURNMENT/EXECUTIVE SESSION

THERE BEING NO FURTHER BUSINESS, ON MOTION OF MR. LEARN, SECONDED BY MR. KISSELL, THE MEETING WAS ADJOURNED AT 7:19 P.M.