

A meeting of Portage Borough Council was held on Monday, February 3rd, 2020 at 6:30 p.m., in Council Chambers.

Those in attendance were:

George Wozniak	Todd Learn	James Kissell	David Hayes
Ron Cadwallader	Brent Kinley		

Also present were: Robert Koban, Borough Manager; Michael Emerick, Solicitor; Gary Wisor, Engineer; Scott Maul, Public Works; Chief Ed Miller, Public Safety; and Michelle Claar, Borough Secretary. Absent was Bruna Kissell.

REFLECTION/PLEDGE OF ALLEGIANCE

Mayor Kissell offered a reflection and then proceeded with the Pledge of Allegiance. After the pledge, Mayor Kissell Acknowledged the efforts of Irene Huschak with the Portage Area Historical Society for her volunteerism.

ON MOTION OF MR. LEARN, SECONDED BY MR. CADWALLADER, COUNCIL UNANIMOUSLY APPROVED TO GO OUT OF ORDER TO ACKNOWLEDGE THE RESIDENTS. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK, MOTION CARRIED 6-0.

RECOGNITION OF GUESTS

Mr. Wozniak recognized the following guests: David Layo and Courtney St. Clair; boro tax collector, Ron Portash; Portage Dispatch, Doug Wagner; Allegheny Ridge Riders ATV Club and Jerry Carnicella.

Mr. David Layo introduced himself to Council as the Portage Borough Tax Collector and provided Council with his contact information, dates and hours for collection of taxes, and location. Mr. Layo informed Council that he will commence with the collection of taxes on Tuesday, March 2nd, 2020 from 9:30 a.m. to 11:30 a.m. at his residence at 830 Orchard Street, Portage, PA. Mr. Layo also advised that he will collect the taxes on Tuesdays and Wednesdays during the Discount Period only. If handicap accessibility is needed, please call Mr. Layo and 814.615.3938 for special arrangements or appointments.

Mr. Layo introduced Courtney St. Clair to Council. Mr. Layo would like to have Council appoint Ms. St. Clair as the Deputy Tax Collector in case of any incapacitation or availability. Council voted later in the meeting under new business.

Mr. Doug Wagner; representing the Allegheny Ridge Riders Association, was in attendance and thanked Council for moving forward with researching streets and alleys for ATV's within the borough. Mr. Wagner commented that the ATV's will only be utilizing the streets and alleys to gain access to the Portage Township trails and to patronize local businesses. Mr. Wagner provided additional information on other borough and township ordinances, setting time restrictions, and noise levels. Mr. Hayes and Mr. Wagner advised that they will be meeting with Portage Township Supervisors and Gallitzin Borough to seek the same for accessing streets and alleys. Mr. Wozniak thanked Mr. Wagner for the additional resources he provided and the issue will remain on the agenda for further discussion.

REPORTS

A. Borough Manager's Report

Mr. Koban commented that a copy of his report was provided to Council prior to the meeting.

Mr. Koban informed Council that he questioned Mr. Maul on the Case Loader regarding hydraulic attachments for the bucket. Mr. Maul advised that it wasn't necessary to get the hydraulics. Mr. Kissell questioned the trade-in prices between John Deere and Case with the difference of approximately \$2,000.00. Mr. Koban explained that the overall purchase price with the trade-ins of the Kubota and the 621 loader was \$49,300.00.

B. Solicitor's Report

Attorney Emerick reported that he provided a copy of his report prior to the meeting.

Mr. Emerick provided Council with a few updates on agenda items:

- American Roofing-No update
- Plummer property at 720 Orchard Street-Mr. Emerick advised that that a civil penalties hearing will be held on Wednesday, March 25th, 2020 at 9:00 a.m. at the Ebsburg Courthouse. Any member of Council may attend the hearing.
- Kowalczyk litigation-Mr. Emerick advised that answers to the amended petition will be filed with the courts this week.

C. Engineer's Report

Mr. Wisor noted that a copy of his report was provided to Council prior to the meeting; and he had nothing further to report. Mr. Kissell questioned the status of the lighting and brick buffer options for Phase II of the Main Street Improvement project. Mr. Wisor and Mr. Koban advised Council that they will be meeting again with PennDot to review the styles and will present them to Council for their approval at the next meeting.

D. Police Chief's Report

Chief Miller reported that he provided a copy of his report prior to the meeting. Chief Miller had nothing additional to report. Mr. Wozniak questioned if there are any updates on the latest break ins and stolen vehicles. Chief Miller advised that a task force has been formed.

E. Director of Public Works Report

Mr. Maul noted that he provided his report to Council prior to the meeting. Mr. Maul had nothing additional to report.

Mr. Kissell questioned the mileage on the 2008 F-350 being high and suggested rotating the vehicles.

CORRESPONDENCE

Ms. Claar advised that correspondence was received from the Women's Club seeking permission for Mr. Victor Miller to collect funds for the annual Easter Egg Hunt and to provide a permit.

ON MOTION OF MR. LEARN, SECONDED BY MR. CADWALLADER, COUNCIL UNANIMOUSLY APPROVED A PERMIT FOR MR. VIC MILLER TO COLLECT FUNDS FOR THE ANNUAL EASTER EGG HUNT. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK, MOTION CARRIED 6-0.

CITIZEN'S INPUT ON AGENDA ITEMS

None

MINUTES OF PREVIOUS MEETINGS:

The minutes of January 6th regular, re-organization as January 20th committee meeting were distributed to Council prior to the meeting.

ON MOTION OF MR. KINLEY, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY APPROVED THE MINUTES FROM THE JANUARY 6TH REGULAR, RE-ORGANIZATION, AND JANUARY 20TH COMMITTEE MEETING. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

BILLS AND TREASURER'S REPORT

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

FOLLOWING A ROLL CALL VOTE, ON MOTION OF MR. HAYES, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY ACCEPTED THE TREASURER'S REPORT AND AGREED THAT THE BILLS AND ADDITIONAL BILLS BE PAID AS PRESENTED IN WRITTEN FORM, IN THE AMOUNT OF \$26,270.18. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

REPORTS RECEIVED

Mr. Wozniak noted that minutes of the Portage Water Authority and Portage Sewer Authority were received for December, Portage Area Planning Commission for January, 2020 and LMIA for January, 2020.

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY ACCEPTED THE REPORTS RECEIVED FROM THE PORTAGE WATER AUTHORITY AND SEWER AUTHORITY FOR DECEMBER AND LMIA AND PORTAGE AREA PLANNING COMMISSION FOR JANUARY, 2020. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

UNFINISHED BUSINESS

Mr. Koban provided updates and elaborated on each item for the new members as follows:

A. General:

- Item A: Update on Recreation Consultant/Peer Group Committee – Mr. Koban advised that the peer committee meeting has been scheduled for Thursday, February 27th, 2020 at 6:00 p.m.
- Item B: Update on Borough Building Roof – There was no update.
- Item C: Update on Trout Run Rehabilitation – There was no update.

- Item D – Update on PennDot Project on SR 164 – Mr. Koban advised that that he will be setting up another meeting with Mr. Wisor and PennDot for the lighting and buffer options for Council to review at the next meeting.
- Item E – Update on Phase II for Main Street Multimodal Grant – there was no update.
- Item F – Update on Phase 3A for Main Street Improvements/Sidewalks Right Side Caldwell and Mountain – There was no update.
- Item G – Update on Phase 3B for Main Street Improvements/Sidewalks for Left Side of Caldwell and Mountain –There was no update.
- Item H – Update on Sonman Avenue Bridge 12 Year Plan – There was no update.
- Item I – Update on Mainline Trail Feasibility Study Phase I – There was no update.
- Item J – Update on Norfolk Southern representative for emergency access- There was no update.
- Item K – Update on Small Community Grant Funding through DCNR for Park Improvements – There was no update.
- Item L – Update on DCNR additional grant for Park Improvements-There was no update.
- Item M – Update on ATV’s utilizing borough streets and alleys. Discussed earlier in the meeting and further discussion for the committee meeting in February.

B. Buildings:

- Item A – Mark Greenwalt/Rebecca Windsor, 922 Sonman Avenue (penalty dated 4/8/19): no update.
- Item B – update on 616 Dulancey Drive property (Clair Adams): judicial sale in 2020.
- Item C – Update on junk vehicles: Chief Miller advised that two property owners were filed citations. Chief Miller is diligently working on only a few remaining within the borough.
- Item D – Update on 828 North Railroad (Guants): Borough successful at bid (\$908.74) - discussed earlier in the meeting.
- Item E – Update on Roy and Patricia Plummer at 720 Orchard Street – The Cambria County Court Administrator scheduled a civil-penalties hearing for March 25th, 2020 at 9:00 a.m.
- Item F – Update on Jason and Sarah Barclay at 406 Caldwell Avenue (penalty hearing 7/22/19) – no update.
- Item G – Update on Drayton Lewis for 925 Main Street (penalty hearing 7/22/19) - no update.
- Item H – Update on 1007 Conemaugh Avenue – there was no update.

- Item I – Update on 1012 Jefferson Avenue (Quigley) and 1010 Jefferson Avenue (Seese)
There was no update.
- Item J – Update on 901 Main Street (Fox)
Mr. Wozniak questioned the status of the property owned by Mr. Fox with the fencing around the perimeter and when it will be backfilled in accordance with the Ordinance. Mr. Koban advised that he will contact Mr. Fox and report back at the Committee meeting.

NEW BUSINESS:

A. Appointment of Deputy Tax Collector for 2020/2021.

ON MOTION OF MR. LEARN, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY APPOINTED MS. COURTNEY ST. CLAIR AS THE DEPUTY TAX COLLECTOR FOR 2020-2021. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

B. Appointment of Per Capita Tax Collector for 2020-2021

ON MOTION OF MR. KINLEY, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY APPOINTED MR. DAVID LAYO AS THE PER CAPITA TAX COLLECTOR FOR 2020-2021. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

C. Appointment of two representatives to the Laurel Municipal Inspection Agency Board

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPOINTED MS. MICHELLE CLAAR AND MR. ROBERT KOBAN AS THE REPRESENTATIVES TO THE LAUREL MUNICIPAL INSPECTION AGENCY BOARD. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

GOOD OF THE BOROUGH

Mr. Kissell commented that he picked up an ice-skating rink which was donated by St. Francis College but will need to find some place for storage. The rink did not include a liner which will need to be purchased.

There being no further business,

ON MOTION OF MR. LEARN, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY ADJOURNED THE MEETING. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

Meeting adjourned at 7:04 p.m.