

A Portage Borough Council Committee of the Whole meeting was held on Monday, June 15th, 2020 at 6:30 p.m.

Those in attendance were:

George Wozniak	David Hayes	James Kissell	Todd Learn
Ronald Cadwallader	Brent Kinley	Bruna Kissell	

Also present were: Robert Koban; Borough Manager, Michelle Claar; Borough Secretary.

Visitors:

Ron Portash, Mainline Newspapers; Ms. Jean Kinley; Devonnie McCabe-Portage Public Library.

Devonnie McCabe, representing the Portage Library, provided an update to Council on the progress and changes affecting the library during the Covid-19 pandemic and re-opening.

- The board currently has 5 members and they are anticipating having a total of 9 members on the board. Mrs. McCabe announced that Mr. Portash is now on the Library Board. The board is in the process of a media campaign to seek new members.
- The board continued to have curb side service for book returns.
- The Grab N Go Food program will be held from 12:00 to 1:30 p.m. with curbside service.
- The board is anticipating a June 30th re-opening of the library.
- A new logo and website for the Library is under construction.
- A mobile friendly debit/credit card transaction are in the process of being implemented for customers.
- Virtual story hours are still being held during the pandemic.
- The board approved to waive any fines or penalties during the pandemic.
- The board has applied for a PPP application.
- The annual fund raiser has been postponed till October, 2020.

Council thanked Mrs. McCabe for attending and elaborating on the updates that continue at the Library.

Mr. Cadwallader left the meeting due to getting called out on an emergency with the Portage Water Authority.

Ms. Kinley had no comments.

UNFINISHED BUSINESS

A. Update on Recreation Peer Committee

Mr. Koban informed Council that a peer meeting is tentatively scheduled for the end of June.

B. Update on Borough Roof-Mr. Emerick advised that depositions are being held with council members.

C. Update on Trout Run Rehabilitation-no update.

D. Update on PennDot Project on SR 164-Intersection of Caldwell and Main-No update

E. Update on Main Street Phase II both sides of Caldwell Avenue to North Railroad. No update.

F. Update on Main Street Improvements Phase 3A-Caldwell to Mountain Avenue (East side)-No update.

- G. Update on Main Street Improvements Phase 3B-Caldwell to Mountain Avenue (West side)
No update
- H. Update on Sonman Avenue Bridge-12-year plan-No update
- I. Update on grant award for Crichton McCormick park through DCNR
Mr. Koban informed Council that a conference call was held with DCNR representative; Cherri Matter, Gary Wisor, Ms. Claar and Mr. Koban regarding the guidelines and checklist for the grant administration. Engineering services will also need to be uploaded in the grant portal once it is reviewed by Council. A deed for the park is also being sought in regards to an LWCF grant funds received in 1977.
- J. Update on Mainline Trail Feasibility Study Phase I-There was no update.
- K. Update on proposal for NFS representative to research emergency access-No update
- L. Discussion on ATV's utilizing borough streets/alleys-No update
- M. Update on parking for Mr. Matt Decorts tenant.
Mr. Koban had previously explained the process that Ebensburg Borough follows regarding parking on Main Street and metered parking. Several suggestions were made by Council which included, parking on Gillespie Avenue, permit parking, behind the borough building, and the space between the buildings. After a short discussion, Mr. Koban will contact Mr. Decort and council suggested to remove the issue.
- ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN COUNCIL UNANIMOUSLY APPROVED TO REMOVE THE ISSUE FROM THE AGENDA. VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL AND MR. WOZNIAK, MOTION CARRIED 6-0.
- N. Update on ROW for PennDot Phase 2 -There was no update, still awaiting PennDot review.
- O. Update on specs/and contribution agreement for PennDot Phase 2 and 3A-On agenda in error. The agreement was already approved at the June 1st, 2020 regular meeting.
- P. Update on PMRS Pension Plan-Mr. Koban requested an executive session later in the meeting.
- Q. Discussion on 1007 Conemaugh Avenue-There was no update/discussion.

Buildings

- A. 933 Sonman Avenue Property (Greenawalt)-There was no update.
- B. 616 Dulancey Drive (Adams)-No update.
- C. Update on junk vehicles-Nicholson – No update
- D. 828 North Railroad (Gaunts)-Project awarded to Ligonier Construction June 1st, 2020.
- E. 720 Orchard Street (Plummers)-Demolition permit issued.
- F. 406 Caldwell Avenue (Barclay)-Notice was received for a Judicial Sale on 8/17/2020
- G. 925 Main Street (Lewis)-No update.

H. 532 Dulancey Drive (Gaunts)-No update

I. Update on 1012 Jefferson (Seese)-No update

J. Update on 901 Main Street (Fox) No update

New Business:

1. Review and approve an application for traffic signal maintenance from PennDot.

Mr. Koban presented an agreement for the PennDot Main Street Project Phase II for the traffic signal at Main and Mountain Avenue. After a discussion:

ON MOTION OF MR. KISSELL, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY APPROVED RESOLUTION 16-2020 BY AUTHORIZING THE BOROUGH MANAGER; ROBERT KOBAN, TO SIGN A PENNDOT TRAFFIC SIGNAL MAINTENANCE AGREEMENT FOR THE MAIN STREET PROJECT AT MOUNTAIN AND MAIN. VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, MS. KISSELL, AND MR. WOZNIAK, MOTION CARRIED 6-0.

2. Request from the Portage Municipal Water Authority to waive permit fees

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED WAIVING THE HIGHWAY OCCUPANCY AND DRIVEWAY PERMIT FEES, IN THE AMOUNT OF \$570.00 FOR THE PORTAGE MUNICIPAL WATER AUTHORITY MAIN STREET WATERLINE RELOCATION PROJECT. VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, MS. KISSELL, AND MR. WOZNIAK, MOTION CARRIED 6-0.

3. Review and approve engineering services for the DCNR Park Project. Mr. Koban elaborated on the engineering services agreement presented by Stiffler McGraw for the DCNR Park Project. After a discussion:

ON MOTION OF MR. HAYES, SECONDED BY MS. KISSELL, COUNCIL UNANIMOUSLY APPROVED THE ENGINEERING SERVICES OF STIFFLER MCGRAW FOR THE DCNR CRICHTON MCCORMICK PARK GRANT PROJECT, ON A TIME AND MATERIAL BASIS, IN THE AMOUNT OF \$9,200.00. VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, MS. KISSELL, AND MR. WOZNIAK, MOTION CARRIED 6-0.

4. Approval to establish an interest-bearing checking account for the DCNR Crichton McCormick Park Grant Project.

ON MOTION OF MR. LEARN, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY APPROVED RESOLUTION 17-2020 BY AUTHORIZING AN INTEREST-BEARING CHECKING ACCOUNT WITH FIRST SUMMIT BANK FOR THE "PORTAGE AREA DCNR CHRICHTON MCCORMICK PARK GRANT PROJECT. VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MS. KISSELL, MR. KISSELL AND MR. WOZNIAK, MOTION CARRIED 6-0.

5. Review and approve a certificate of deposit with 1st Summit Bank.

ON MOTION OF MR. KISSELL, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY APPROVED RESOLUTION 18-2020 BY AUTHORIZING THE CERTIFICATE OF DEPOSIT THAT ROLLED OVER WITH 1ST SUMMIT BANK, IN THE AMOUNT OF \$3,261.91, AT AN INTEREST RATE OF 1.1% FOR A 25 MONTH TERM.

VOTING AFFIRMATIVELY INCLUDED, MR. HAYES, MR. KINLEY, MR. LEARN, MS. KISSELL, MR. KISSELL AND MR. WOZNIAK, MOTION CARRIED 6-0.

Paying of the Bills

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

ON MOTION OF MR. HAYES, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY APPROVED TO PAY THE BILLS IN WRITTEN FORM, IN THE AMOUNT OF \$7,945.58. VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MS. KISSELL, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

Good of the Borough

Mr. Wozniak questioned the status of Council shirts. Council provided sizes to Ms. Claar.

Mr. Hayes advised that the Planning Commission will be having an individual taking videos of various borough sites for the project they have implemented.

Council welcomed the business of Taco's Inc., that is now at the former Nona's T's.

Mr. Koban informed Council that he would like to call for an executive session for personnel issues, with no action to be taken after the session.

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY MOVED TO GO INTO EXECUTIVE SESSION FOR PERSONNEL ISSUES. VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MS. KISSELL, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

ON MOTION OF MR. LEARN, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY MOVED TO GO OUT OF EXECUTIVE SESSION FOR PERSONNEL ISSUES. VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MS. KISSELL, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

ON MOTION OF MS. KISSELL, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY MOVED TO GO INTO THE REGULAR MEETING. VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MS. KISSELL, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

Good of the Borough

There being no further business;

ON MOTION OF MR. HAYES, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY AGREED TO ADJOURN. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MS. KISSELL, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 6-0.

The meeting concluded at 7:56 P.M.