

A committee of the whole meeting of Portage Borough Council was held on Monday, September 21<sup>st</sup>, 2020 at 6:30 p.m.

Those in attendance were:

George Wozniak	Todd Learn	James Kissell
David Hayes	Bent Kinley	

Also present were: Robert Koban, Borough Manager; and Michelle Claar, Borough Secretary. Absent were Bruna Kissell and Ron Cadwallader.

### **REFLECTION/PLEDGE OF ALLEGIANCE**

Mr. Wozniak proceeded with a reflection and the Pledge of Allegiance.

### **RECOGNITION OF GUESTS**

Mr. Wozniak recognized the guests which included: Ron Portash; Portage Dispatch, Christie Plummer with Servpro Services.

ON MOTION OF MR. KISSELL, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY MOVED TO GO OUT OF ORDER ON THE AGENDA ACKNOWLEDGING THE GUESTS. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 5-0.

Ms. Christie Plummer informed Council that she was presenting a program of services for Servpro. Ms. Plummer had met with Ms. Claar last month and advised Ms. Plummer that she would need to address Council for any participation in a program of services. The program consists of emergency contact information and resources that would be collected and compiled by Servpro at no cost to the borough. Ms. Plummer commented that if the borough would be in need of any cleaning services during and after the pandemic, that she hoped the borough would consider the services of Servpro. Ms. Plummer commented that she would need to measure the administration building and work with Ms. Claar regarding any emergency contact and resource information. After a short discussion;

ON MOTION OF MR. LEARN, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY APPROVED THE PROGRAM OF EMERGENCY SERVICES WITH SERVPRO. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 5-0.

### **UNFINISHED BUSINESS**

Mr. Wozniak questioned Mr. Koban if he had any updates on the agenda items.

- Item A: Update on Recreational Peer Group Committee-Mr. Koban advised that a peer study meeting will be held on September 28<sup>th</sup>, 2020.

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 –There was no update.

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 – No update

Item G – Update on Phase 3B for Main Street Improvements/Sidewalks for the 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 Small Community Grant Funding through DCNR for Park Improvements  
Mr. Koban updated Council on the project since there were no bids received. Mr. Koban advised that he spoke with Mr. Wisor and he suggested placing the project on hold until next Spring. With the pandemic and the schedules of contractor's, it would be difficult to obtain any bids until Spring. Mr. Koban commented that there is already a motion to re-advertise the bids which can be done in the Spring with the project completed by Memorial Day. Mr. Koban also advised that there were several issues regarding the titles and their restrictions.

Item J – Update on Mainline Trail Feasibility Study Phase I-No update.

Item K – Update on Norfolk Southern representative for emergency access-No update

Item L- Discussion on 1007 Conemaugh Avenue request to purchase property-After a discussion on the property, Council agreed to remove the issue from the agenda.

#### 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. Mr. Koban informed Council that after attending the sale; the property was not listed. Mr. Koban and Mr. Emerick checked with the Tax Claim Office to verify if and why. Mr. Wozniak questioned whom dropped the ball for verification. Ms. Claar advised that she did not see it listed but commented that during several other sales, some of the properties can transfer over without being listed. She assumed it would be up for sale since Ms. McCarthy had advised several times that the property was placed for a Judicial Sale. Mr. Koban commented that any future sales will be verified prior to attending at Cambria County Tax Claim.

Item C – Update on junk vehicles: No update.

Item D – Update on 828 North Railroad-Ligonier Construction demolition completed. Awaiting final inspection and costs.

Item E – Update on Roy and Patricia Plummer at 720 Orchard Street – remain on agenda until costs for engineering and legal fees are calculated. Ms. Claar will e-mail the costs to Mr. Emerick.

Item F – Update on Jason and Sarah Barclay at 406 Caldwell Ave-Judicial Sale 8/18/2020

Item G – Update on Drayton Lewis for 925 Main Street (penalty hearing 7/22/19) - no update.

**NEW BUSINESS:**

- A. Discussion to place bid of the Clair Adams property on the Judicial Sale in October, 2021. As discussed earlier in the meeting,

ON MOTION OF MR. KISSELL, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY APPROVED TO PLACE THE PROPERTY OF CLAIR ADAMS PROPERTY LOCATED AT 616 DULANCEY DRIVE ON THE JUDICIAL SALE WITH CAMBRIA COUNTY TAX CLAIM, IN THE AMOUNT OF \$200.00. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 5-0.

- B. Review and approval of the disbursement of funds for retirement benefits.

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED THE DISBURSEMENT OF FUNDS FROM THE POLICE PENSION PLAN ACCOUNT TO THE CHIEF OF POLICE; EDWARD F. MILLER, THROUGH FIRST SUMMIT BANK. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 5-0.

- C. Review and approval of the September 8<sup>th</sup>, 2020 regular meeting minutes.

ON MOTION OF MR. KINLEY, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED THE MINUTES FROM THE SEPTEMBER 8<sup>TH</sup>, 2020 REGULAR MEETING. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 5-0.

- D. Discussion on the solid waste collection program.

Mr. Koban informed Council that the Solid Waste Collection Program Contract with Pro Disposal will be expiring on December 31<sup>st</sup>, 2020 and recommended the advertising of bids.

ON MOTION OF MR. KINLEY, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED THE ADVERTISING OF BIDS FOR THE SOLID WASTE COLLECTION PROGRAM FOR 2021. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 5-0.

**APPROVAL OF BILLS**

Ms. Claar provided an itemized list of bills and additional bills for Council to review and approve.

FOLLOWING A ROLL CALL VOTE, ON MOTION OF MR. HAYES, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY APPROVED THE BILLS AS PRESENTED IN WRITTEN FORM, IN THE AMOUNT OF \$21,556.61 COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 5-0.

**GOOD OF THE BOROUGH**

Trick or Treat will be held on Sunday, October 25<sup>th</sup>, 2020 from 4:00 – 6:00 p.m.

Mr. Wozniak questioned if there was any other business:

ON MOTION OF MR. LEARN, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY APPROVED TO GO INTO EXECUTIVE SESSION FOR PERSONNEL ISSUES. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 5-0.

There being no further business,

ON MOTION OF MR. KISSELL, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY APPROVED TO GO OUT OF EXECUTIVE SESSION AND INTO THE REGULAR MEETING. MOTION CARRIED 5-0.

ON MOTION OF MR. HAYES, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY ADJOURNED THE MEETING. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MR. KINLEY, MR. LEARN, MR. KISSELL, AND MR. WOZNIAK. MOTION CARRIED 5-0.

The meeting adjourned at 8:22 p.m.