

A meeting of Portage Borough Council was held on Monday, November 1st, 2021 at 6:30 p.m. at the Administration Office.

Those in attendance were:

Todd Learn	Bruna Kissell	George Wozniak
David Hayes	Ronald Cadwallader	
Kami Rocker-Lidwell	Brent Kinley	

Also present were: Robert Koban, Borough Manager; Brian Shura with Stiffler-McGraw; Michael Emerick, Solicitor; Scott Maul; Public Works Director, Chief Gregory; Public Safety, Michelle Claar Borough Secretary.

REFLECTION/PLEDGE OF ALLEGIANCE

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

RECOGNITION OF GUESTS

Mr. Wozniak recognized the guests that were in attendance; Ron Portash; Portage Dispatch, Doug Wagner, and Irene Huschak.

ON MOTION OF MRS. ROCKER-LIDWELL, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY APPROVED TO GO OUT OF ORDER ON THE AGENDA TO RECOGNIZE THE VISITORS. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK. MOTION CARRIED 7-0.

Mr. Doug Wagner was in attendance; representing the Allegheny Ridge Recreation Association, to present a donation check, in the amount of \$250.00 to Irene Huschak. Ms. Huschak is on the Mainline trail committee of the Sept 11 National Memorial Trail and with the donation from the Association, it will assist in grant funding. Ms. Huschak and council thanked Mr. Wager for the donation from the group.

Ms. Huschak provided an update on the Mainline Trail and the grant writing phase for the trails. Ms. Huschak explained that the Cambria County Grant Writer; Brittany Blackham will be assisting the Director; Jeff McCauley of the 9/11 National Trail for several funding opportunities in the near future. Mr. McCauley is also assisting in the easement process and Norfolk Southern is being cooperative as well. Council thanked Ms. Huschak for all time and effort she has put forth for the Portage Area.

REPORTS

A. Borough Manager's Report

Mr. Koban provided a copy of his report to Council prior to the meeting. Most of the items are on the agenda for discussion. Mr. Koban had nothing to add at this time.

Solicitor's Report

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

- American Roofing-There was no update.
- As it relates to DCNR Park Project-Mr. Emerick advised that DCNR is finishing up the recommended deeds for recording and project close out. The deeds were handed over to the Secretary from Mr. Emerick.

- Kowalczyk Vs Portage Borough- Mr. Emerick advised this is pending in the Commonwealth Court.
- Mr. Emerick presented Council with documentation from the Tax Assessment Appeal of Brickley Enterprises for the 806 Hammer Street property. Ginger Jakubowski had performed an appraisal on the property to estimate the market value. The appraisal of the market value for the property was \$91,000.00.

B. Engineer's Report

Mr. Shura provided a report prior to the meeting for Council to review. Mr. Shura commented that he had removed several items to clean up the agenda. Updates were:

- Awaiting on PennDot Phase 4 CFA grant funding update.
- PennDot MTF Grant application for Phase 5 Sidewalk Improvements submitted on November 5th, 2021.
- Conference call with DEP was held on September 23 for a preapplication on the preparation of the permit documents. A field review was performed to compare existing conditions at the time of the original design. The walls have deteriorated and the gravel bars has been exposed. The DEP and Army Corps of Engineers will be establishing the permitting requirements.

D. Police Chief's Report

Chief Gregory provided a report to Council prior the meeting. Chief Gregory had nothing additional to report. Mr. Kinley commended the Chief being out in the public and walking around to provide candy to the trick or treaters.

E. Director of Public Works Report

Mr. Maul provided his report to Council prior to the meeting. Mr. Maul had nothing additional to report. Mr. Cadwallader commented on the sidewalk on Railroad Street. Mr. Kinley commented on the low water boxes on Main Street and the possibility of flooding.

CORRESPONDENCE

Cambria County submitted the Internal Audit report for the Borough Tax Collector for 2020. The report is in the Secretary's office for anyone wishing to review.

CITIZEN'S INPUT ON AGENDA ITEMS

None

MINUTES OF PREVIOUS MEETINGS:

The minutes from the October 4th, 2021 regular and October 18th, 2021 committee meetings were distributed to Council prior to the meeting.

ON MOTION OF MR. LEARN, SECONDED BY MS. KISSELL, COUNCIL UNANIMOUSLY APPROVED THE MINUTES FROM THE OCTOBER 4TH, 2021 REGULAR MEETING AND THE OCTOBER 18TH, 2021 COMMITTEE MEETING. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MS. KISSELL, MR. KINLEY, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK. MOTION CARRIED 7-0.

TREASURER'S REPORT

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

ON MOTION OF MRS. ROCKER-LIDWELL, SECONDED BY MR. CADWALLADER, COUNCIL UNANIMOUSLY APPROVED THE TREASURER'S REPORT IN THE AMOUNT OF \$65,077.97. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MS. KISSELL, MR. KINLEY, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK, MOTION CARRIED 7-0.

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. CADWALLADER, COUNCIL UNANIMOUSLY APPROVED THE BILLS AND ADDITIONAL BILLS TO BE PAID; AS PRESENTED IN WRITTEN FORM, IN THE AMOUNT OF \$54,903.61. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MS. KISSELL, MR. KINLEY, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK. MOTION CARRIED 7-0.

REPORTS RECEIVED

Mr. Wozniak noted minutes from the Portage Water and Sewer Authority, PAJRC, and LMIA.

ON MOTION OF MR. LEARN, SECONDED BY MS. KISSELL, COUNCIL UNANIMOUSLY ACCEPTED THE REPORTS RECEIVED FROM THE PORTAGE WATER AND SEWER AUTHORITY FOR OCTOBER, 2021, PAJRC-SEPT, AND LMIA FOR AUGUST, 2021. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MS. KISSELL, MR. KINLEY, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK. MOTION CARRIED 7-0.

UNFINISHED BUSINESS

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

Item A - Update on Recreational Peer Group Committee-next meeting on 11/22/2021.

Item B - Update on Borough Building Roof – No update.

Item C - Update on Trout Run Rehabilitation – Conference call with DEP and Stiffler McGraw.

Item D – Update on PennDot Project on SR 164 – No update.

Item E – Update on Phase II (MTF) for Main Street Multimodal Grant –There was no update.

Item F – Update on Phase 3A (CFA) for Main Street Improvements-No update.

Item G – Update on Phase 3B (MTF) for Main Street Improvements- Discussed earlier.

Mr. Wozniak and Council questioned the status of new pole lights, the general contractor inspections, and the electrician contractor. The sidewalks have partial prints, black markings, and material on the side of businesses. Mr. Koban commented that they could be having some penalties if the project is not completed within the timeframe and a punch list for a final inspection will be generated to address the concerns.

Item H – Update on Sonman Avenue Bridge 12 Year Plan – There was no update.

Item I – Update on DCNR Crichton McCormick Park Improvements-A final inspection is forthcoming. The issue of deeds was also addressed under the Solicitor report.

Item J – Update on Mainline Trail Feasibility Study Phase I- There was no update.

Item K – Update on a proposed sidewalk ordinance-There was no update.

Item L - Update on sump pumps and drainage-There was no update.

Item M - Update on Kowalczyk Litigation-Discussed earlier in the meeting.

Item N - Update on the Portage Sewer Authority resolution for testing-No update.

Item O - Update on Christmas decorations and mounting issues-No update.

Item P – Update on grant funding for CFA Phase 4 Sidewalk Improvements

Item Q – Update on utility permitting and inspections applications per Ordinance 5-2021

Item R – Update on a PennDot MTF Grant funding for Phase 5 Sidewalk Improvements

Item S – Update on drainage issues on Orchard Street

Buildings:

Mr. Wozniak questioned if there were any updates on the buildings:

Item A – Mark Greenwalt/Rebecca Windsor, 922 Sonman Avenue (penalty dated 4/8/19):
There was no update.

Item B – update on 616 Dulancey Drive property (Clair Adams): Judicial Sale-11/19/21

Item C – Update on Jason and Sarah Barclay at 406 Caldwell Ave-There was no update.

Item D – Update on Steve Panick at 925 Main Street– Mr. Koban will contact Mr. Panick address the safety and to secure the building, especially on the sidewalk in front of the building with putting up plywood. Mr. Koban also advised that there is a lot of water in the basement and believes there could be a possible spring located there.

Item E- Discussion on 400 Caldwell Avenue garage (Thomas) – The garage was demolished and Council advised that issue can be removed from the agenda.

Item F. Update on 909 Jefferson (Nicholson) There was no update.

NEW BUSINESS:

1. Approval of an amendment to the PARPRC financial support to include 2026.

ON MOTION OF MR. LEARN, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY APPROVED RESOLUTION 16-2021 BY AMENDING RESOLUTION 14-2021 BY ADDING THE YEAR 2026 TO THE FOR THE 5 YEAR FINANCIAL SUPPORT. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MS. KISSELL, MR. KINLEY, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK. MOTION CARRIED 7-0.

2. Review and approval of the Intergovernmental Agreement between the Borough of Portage, Portage Township, and Portage Area School District.

ON MOTION OF MR. HAYES, SECONDED BY MS. KISSELL, COUNCIL UNANIMOUSLY APPROVED ORDINANCE 7-2021 BY ADOPTING THE INTERGOVERNMENTAL AGREEMENT (IGA) FOR THE NEWLY FORMED PORTAGE AREA JOINT PARKS AND RECREATION COMMISSION. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. KISSELL, MR. HAYES, MR. KINLEY, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK. MOTION CARRIED 7-0.

3. Request from the WinterFest Committee to close various streets during the event on December 10th thru December 12th, 2021.

ON MOTION OF MRS. ROCKER-LIDWELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED THE CLOSURE OF A PORTION OF MAIN STREET WITH LIMITED ACCESS FROM SERENKO-CLAAR FUNERAL HOME, FROM THE PRO DISPOSAL BUILDING ON MAIN STREET FROM CONEMAUGH TO SONMAN AVENUE JUST BEFORE THE ALLEYS FROM 3-8:00 P.M. DECEMBER 10TH, 2021 THRU DECEMBER 12TH, 2021. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. KISSELL, MR. HAYES, MR. KINLEY, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK. MOTION CARRIED 7-0.

4. Approval to advertise the upcoming term limits for the various boards and commissions

ON MOTION OF MR. KINLEY, SECONDED BY MRS. ROCKER-LIDWELL, COUNCIL UNANIMOUSLY APPROVED THE ADVERTISING OF THE EXPIRING TERM OF 12/21 FOR THE VARIOUS BOARDS AND COMMISSIONS, ENGINEERING AND LEGAL SERVICES. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MS. KISSELL, MR. HAYES, MR. KINLEY, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK. MOTION CARRIED 7-0.

GOOD OF THE BOROUGH

The Cambria County Judicial Sale is scheduled for November 19th, 2021 at 10:00 a.m.
WinterFest December 10th thru December 12th, 2021. Sleigh rides from 5:00 – 8:00 p.m.
Portage Borough Offices closed for Veteran's Day on Thursday, November 11th, 2021.

Mr. Wozniak commented on the Trick or Treat compliments he received from the public.
Mr. Hayes commented that the Lick and Treat was a huge success for a new program at the park.

There being no further business,

ON MOTION OF MR. HAYES, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY ADJOURNED THE REGULAR MEETING. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. HAYES, MS. KISSELL, MR. KINLEY, MR. LEARN, MR. CADWALLADER, MRS. ROCKER-LIDWELL, AND MR. WOZNIAK. MOTION CARRIED 7-0.

The meeting adjourned at 7:28 p.m.

