

A re-organization meeting of Portage Borough Council was held on Monday, January 3<sup>rd</sup>, 2022 in Council Chambers.

Those in attendance were:

Todd Learn	Mayor Kami Rocker-Lidwell	David Hayes
Brent Kinley-teleconference	Ronald Cadwallader	Bruna Kissell

Also present were: Robert Koban, Borough Manager; Michael Emerick, Solicitor; Brian Shura, Engineer; John Branick, Public Safety; and Michelle Claar, Secretary. Absent was Chief Gregory and Scott Maul.

Mrs. Rocker-Lidwell commenced with the Pledge of Allegiance and Mr. Kinley offered a reflection.

**Administer the oath of office:**

District Magistrate Prebish administered the oath of office to Mr. Hayes; Mr. Cadwallader, Mr. Learn, Kami Rocker-Lidwell, and Brunna Kissell.

Mayor Rocker-Lidwell convenes the Council by seeking nominations for Council President.

ON NOMINATION OF MS. KISSELL, AND MR. CADWALLADER, MR. LEARN WAS NOMINATED AS COUNCIL PRESIDENT. NOMINATIONS CLOSED. ON MOTION OF MS. KISSELL, SECONDED BY MR. CADWALLADER, COUNCIL UNANIMOUSLY APPOINTED MR. LEARN AS COUNCIL PRESIDENT. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MS. KISSELL, AND MRS. ROCKER-LIDWELL. MOTION CARRIED 4-0-1 WITH MR. LEARN ABSTAINING.

Mr. Learn presided over the remainder of the meeting seeking nominations for Council Vice-President.

ON NOMINATION OF MRS. ROCKER-LIDWELL AND MR. HAYES, MS. KISSELL WAS NOMINATED AS COUNCIL VICE PRESIDENT. ON MOTION OF MRS. ROCKER-LIDWELL, SECONDED BY MR. HAYES, COUNCIL APPOINTED MS. KISSELL AS COUNCIL VICE PRESIDENT. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Mr. Learn commenced with the following appointments:

**Solicitor**

ON MOTION OF MR. CADWALLADER, SECONDED BY MRS. ROCKER-LIDWELL, COUNCIL UNANIMOUSLY APPOINTED MR. MICHAEL EMERICK AS THE BOROUGH SOLICITOR FOR A 2 YEAR TERM (2022-2023). COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

**Engineer**

ON MOTION OF MR. LEARN, SECONDED BY MR. KISSELL; COUNCIL UNANIMOUSLY APPOINTED MR. BRIAN SHURA WITH STIFFLER McGRAW AS THE BOROUGH ENGINEER FOR A 2 YEAR TERM (2022-2023). COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Vacancy Board (1<sup>st</sup> member of Council)

ON MOTION OF MR. HAYES, SECONDED BY MRS. ROCKER-LIDWELL, COUNCIL UNANIMOUSLY APPOINTED MR. KINLEY AS THE 1<sup>ST</sup> MEMBER OF COUNCIL TO THE VACANCY BOARD. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Vacancy Board (2<sup>nd</sup> member of Council)

ON MOTION OF MRS. ROCKER-LIDWELL, SECONDED BY MR. HAYES; COUNCIL UNANIMOUSLY APPOINTED MR. CADWALLADER AS THE 2<sup>ND</sup> MEMBER OF COUNCIL TO THE VACANCY BOARD. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Vacancy Board (Elector at Large)

ON MOTION OF MS. KISSELL, SECONDED BY MRS. ROCKER-LIDWELL, COUNCIL UNANIMOUSLY APPOINTED MR. GEORGE WOZNIAK AS THE ELECTOR AT LARGE TO SERVE ON THE VACANCY BOARD. MR. WOZNIAK ACCEPTED. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

President Pro Tempore

ON MOTION OF MR. HAYES, SECONDED BY MS. KISSELL, COUNCIL APPOINTED MRS. ROCKER-LIDWELL AS THE PRESIDENT PRO TEMPORE. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Borough Manager recommended the following department heads for Council approval.

DIRECTOR OF PUBLIC WORKS –	MR. SCOTT MAUL
CHIEF OF PUBLIC SAFETY-	CHIEF SHAUN GREGORY
SECRETARY/TREASURER-	MS. MICHELLE CLAR

Appointment of delegate to the Cambria County Council of Governments

ON MOTION OF MS. KISSELL, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY APPOINTED MRS. ROCKER-LIDWELL AS THE DELEGATE TO REPRESENT THE BOROUGH FOR THE CAMBRIA COUNTY COUNCIL OF GOVERNMENTS. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Designation of depository for the General Fund, State Liquid Fuels, and Capital Improvement fund

ON MOTION OF MRS. ROCKER-LIDWELL, SECONDED BY MR. CADWALLADER; COUNCIL UNANIMOUSLY DESIGNATED THE 1<sup>ST</sup> SUMMIT BANK AS THE BOROUGH FINANCIAL DEPOSITORY FOR THE GENERAL, STATE LIQUID FUELS, AND THE CAPITAL IMPROVEMENT FUNDS. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Designation of two (2) council signatories and Ms. Claar as official signatories for the checking accounts and other financial documentation for the General Fund, State Liquid Fuels, and Capital Improvement fund with First Summit Bank.

ON MOTION OF MRS. ROCKER-LIDWELL, SECONDED BY MR. HAYES; COUNCIL UNANIMOUSLY DESIGNATED MS. CLAR, MS. KISSELL, AND MR. CADWALLADER AS OFFICIAL SIGNATORIES FOR 1<sup>ST</sup> SUMMIT BANK AS OFFICIAL SIGNATORIES FOR THE CHECKING ACCOUNT AND OTHER FINANCIAL DOCUMENTATION FOR THE GENERAL, STATE LIQUID FUELS, AND THE CAPITAL IMPROVEMENT FUNDS. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Designation of authorized representatives for the Safety Deposit Box contents at First Summit Bank.

ON MOTION OF MR. KISSELL, SECONDED BY MR. HAYES; COUNCIL UNANIMOUSLY APPROVED MS. CLAR, MR. MAUL, AND MS. KISSELL, AS AUTHORIZED REPRESENTATIVES TO ACCESS THE SAFETY DEPOSIT BOX AT 1<sup>ST</sup> SUMMIT BANK. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Designation of general circulation for official legal and sunshine notices

ON MOTION OF MS. KISSELL, SECONDED BY MRS. ROCKER-LIDWELL; COUNCIL UNANIMOUSLY DESIGNATED THE DISPATCH AS THE FIRST AND THE TRIBUNE DEMOCRAT AS THE SECOND NEWSPAPER OF GENERAL CIRCULATION. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

Appointments to the Building Committee

ON MOTION OF MS. KISSELL, SECONDED BY MR. HAYES; COUNCIL UNANIMOUSLY APPOINTED MR. KOBAN AND MRS. ROCKER-LIDWELL TO SERVE ON THE BUILDING COMMITTEE. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

## **NEW BUSINESS**

1. Approval of a resolution to establish the 2022 base amounts requiring competitive bidding.

ON MOTION OF MS. KISSELL, SECONDED BY MR. CADWALLADER, COUNCIL UNANIMOUSLY APPROVED RESOLUTION 1-2022 BY ESTABLISHING THE BASE AMOUNTS REQUIRING COMPETITIVE BIDDING AND WRITTEN AND TELEPHONIC QUOTATIONS PER SECTION 2 ORDINANCE 2-2014. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MR. HAYES, MR. LEARN, MRS. ROCKER-LIDWELL, AND MS. KISSELL. MOTION CARRIED 5-0.

There being no further business; Council moved to the regular meeting agenda items for discussion and approval.