

A meeting of Portage Borough Council was held on Monday, March 21st, 2022, at 6:30 p.m., in Borough Chambers.

Those in attendance were:

Todd Learn, President
Ron Cadwallader
Dave Hayes

Brent Kinley
Bruna Kissell
George Wozniak

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

I. CALL TO ORDER

Mr. Learn called the meeting to order at 6:30 p.m., which was followed by the Pledge of Allegiance and a reflection provided by Mr. Kinley.

II. RECOGNITION OF GUESTS

Mr. Learn recognized the guests that were in attendance: Ron Portash, Portage Dispatch; Irene Huschak, and Bob Fox.

ON MOTION OF MR WOZNIAK, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY APPROVED TO GO OUT OF ORDER OF THE AGENDA TO RECOGNIZE THE GUESTS PRESENT. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CADWALLADER, MS. KISSELL, MR. HAYES, MR. KINLEY, MR. LEARN, AND MR. WOZNIAK. 6-0.

Ms. Huschak provided an update on the Bike Path. Ms. Huschak also provided information for signs, poles, and breakaways for the path. The signs, poles and breakaways will be reimbursed back to the borough from the Friends of the Mainline Trail. Mr. Maul informed Ms. Huschak that the signs would be cheaper from the U.S Municipal Supply Company. Ms. Huschak requested if the borough could purchase on behalf of the Friends of the Mainline. The issue was on new business for a decision.

On another note, Mr. Koban questioned if Ms. Huschak contacted the School District in regards to the bike trail to which she replied she has. They are awaiting easements in certain areas.

III. UNFINISHED BUSINESS

- Item A: Update on Recreation Consultant/Peer Group Committee – Mr. Koban advised that an email was sent by Ms. Claar; to Mr. James Young with DCNR, regarding the grant closeout and the overview of the study. Ms. Claar received a response from Mr. Young that the draft and final study was still in the reviewing process by the DCNR representatives. The e-mail also contained a timeline for the application process for the Circuit Rider grant. Ms. Claar will closely monitor the portal for any further developments.
- Item B: Update on Borough Building Roof – no update.
- Item C: Update on Trout Run Rehabilitation – Project is moving forward, awaiting permits.
- Item D – Update on PennDOT Project on SR 194 – Intersection of Caldwell and Main Street- project is completed, waiting on PennDot.

Item E – Update on Phase 2 for Main Street Multimodal Grant; The punch list items were reviewed and now waiting on PennDot for grant closure. A lengthy discussion took place on the areas of concern from drainage, compaction tests, contractor workmanship, thermos- plastic, sidewalks, and a few buildings that don't have concrete to the structure.

- Item F – Update on Phase 3A (CFA) for Main Street Improvements; same as above.
- Item G – Update on Phase 3B for Main Street Improvements/Sidewalks for Left Side of Caldwell and Mountain – Same as above.
- Item H – Update on Sonman Avenue Bridge 12 Year Plan – Mr. Koban investigated the walls and cribbing on Sonman Avenue and are in need of immediate repair. Mr. Koban will contact Mr. Shura with Stiffler, McGraw. Mr. Koban also commented that Sonman Avenue is on the Cambria County 12-year plan. Mr. Hayes commented that the Gillespie Ave Bridge area is also in need of repairs.
- Item I – Update on DCNR Recorded Deeds for CMP Improvements – Mr. Koban advised that Mr. Emerick will be recording the deeds soon.
- Item J – Update on Mainline Trail Feasibility Study – no update.
- Item K – Update on Proposed Sidewalk Ordinance – no update.
- Item L – Update on Sump Pump and Drainage Issues/Brian Shura – No update.
- Item M – Update on Portage Sewer Authority Resolution on Testing – no update.
- Item N – Update on Kowalczyk Litigation – no update.
- Item O – Update on Christmas Decorations – no update.
- Item P – Update on Grant Funding for CFA Phase 4 Sidewalk Improvements (Johnson Avenue) – The grant documents have been digitally signed.
- Item Q – Update on Applications, Permitting and Inspections of Utility Lines Depth per Ordinance – no update.
- Item R – Update on PennDOT MTF Grant Funding Opportunity for Phase 5 Sidewalk Replacement – No update. Mr. Koban commented that if the grant is not successful, another round of funding is being offered. Council commented on other projects that could be sought for funding such as additional paths/trails for bikes, 2nd RR crossing in/out of town, etc.
- Item S – Update on Drainage Issues at 514 Orchard Street – no report.

A. Buildings:

- Item A – Mark Greenwalt/Rebecca Windsor, 922 Sonman Avenue/Fees – no update.
- Item B – Update on 616 Dulancey Drive property (Clair Adams) – purchased on 11/29/21.

- Item C – Update on Jason and Sarah Barclay at 406 Caldwell Avenue – No update.
- Item D – Update on Steve Panick for 925 Main Street: Under new business
- Item E – Update on 909/911 Jefferson Avenue property: Under new business

IV. NEW BUSINESS

1. Approval of Historical Society repairs presented by Ms. Huschak

A discussion was held on the necessary repairs to the museum and the purchase of a scanner.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY APPROVED THE DONATION TO THE PORTAGE AREA HISTORICAL SOCIETY, IN THE AMOUNT OF \$2,000.00 TO BE ALLOCATED THROUGH THE ARPA FUNDS. COUNCIL MEMBERS VOTING AFFIRMATELY INCLUDED MR. CADWALLADER, MS. KISSELL, MR. HAYES, MR. KINLEY, MR. WOZNIAK, AND MR. LEARN. MOTION CARRIED 6-0.

2. Adoption of Ordinance for amending the handicap parking zones that was properly advertised.

ON MOTION OF MR. KINLEY, SECONDED BY MS. KISSELL, COUNCIL UNANIMOUSLY APPROVED ORDINANCE 1-2022, BY AMENDING CHAPTER 15, PART 406; BY ADDING 1031 CALDWELL AVENUE TO THE HANDICAP PARKING ZONE LOCATIONS. COUNCIL MEMBERS VOTING AFFIRMATELY INCLUDED MR. CADWALLADER, MS. KISSELL, MR. HAYES, MR. KINLEY, MR. WOZNIAK, AND MR. LEARN. MOTION CARRIED 6-0.

3. Request for a special meeting to be held at the Portage Station Museum.

Mr. Koban informed Council that the vacant Mayor position will have to be appointed by the end of March or the appointment would go to Cambria County. Mr. Koban also commented that Ms. Huschak suggested having a meeting at the Museum.

ON MOTION OF MR. KINLEY, SECONDED BY MR. CADWALLADER, COUNCIL UNANIMOUSLY APPROVED THE ADVERTISING OF A SPECIAL MEETING, AT THE PORTAGE STATION MUSEUM, FOR THE APPOINTMENT TO FILL THE VACANCY OF MAYOR ON MARCH 28TH, 2022. COUNCIL MEMBERS VOTING AFFIRMATELY INCLUDED MR. CADWALLADER, MS. KISSELL, MR. HAYES, MR. KINLEY, MR. WOZNIAK, AND MR. LEARN. MOTION CARRIED 6-0.

4. Approval for Mr. Emerick to send a letter to the homeowner regarding compliance

As it relates to the condition and findings of structure located at 909 Jefferson Avenue, Council discussed the options for a resolution.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY AUTHORIZED MR. EMERICK TO SEND A LETTER AND THE ENGINEER'S FINDINGS TO THE PROPERTY OWNER AT 909 JEFFERSON, TO COME INTO COMPLIANCE WITH THE DANGEROUS STRUCTURE ORDINANCE. COUNCIL MEMBERS VOTING AFFIRMATELY INCLUDED MR. CADWALLADER, MS. KISSELL, MR. HAYES, MR. KINLEY, MR. WOZNIAK, AND MR. LEARN. MOTION CARRIED 6-0.

5. Approval for Mr. Emerick to send a letter to the homeowner regarding compliance
As it relates to the condition and findings of structure located at 925 Main Steet, Council discussed the options for a resolution.

ON MOTION OF MR. WOZNIAK, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY AUTHORIZED MR. EMERICK TO SEND A LETTER AND THE ENGINEER'S FINDINGS TO THE PROPERTY OWNER AT 925 MAIN STREET, TO COME INTO COMPLIANCE WITH THE DANGEROUS STRUCTURE ORDINANCE. COUNCIL MEMBERS VOTING AFFIRMATELY INCLUDED MR. CADWALLADER, MS. KISSELL, MR. HAYES, MR. KINLEY, MR. WOZNIAK, AND MR. LEARN. MOTION CARRIED 6-0.

6. Request from the Friends of the Mainline Trail to purchase signs, posts, and breakaways
Ms. Huschak discussed the issue earlier in the meeting and the items could be ordered through US Municipal Supply. Mr. Maul obtained the pricing and provided to Ms. Huschak.

ON MOTION OF MR. KINLEY, SECONDED BY MR. CADWALLADER, COUNCIL UNANIMOUSLY AUTHORIZED THE PURCHASE OF SIGNS AND POSTS FOR THE BIKE TRAIL; THROUGH U.S. MUNICIPAL SUPPLY, AND THEN BE REIMBURSED BY THE FRIENDS OF THE MAINLINE TRAIL. COUNCIL MEMBERS VOTING AFFIRMATELY INCLUDED MR. CADWALLADER, MS. KISSELL, MR. HAYES, MR. KINLEY, MR. WOZNIAK, AND MR. LEARN. MOTION CARRIED 6-0.

7. Discussion and approval to postpone the April 4th meeting
Mr. Koban informed Council that he will be out of town for the regular meeting on April 4th, 2022. Mr. Koban commented that the committee meeting is already scheduled, advertised, and would not have to be re-advertised. After a discussion;

ON MOTION OF MR. CADWALLADER, SECONDED BY MS. KISSELL, COUNCIL UNANIMOUSLY APPROVED THE POSTPONEMENT OF THE APRIL 4TH, 2022 REGULAR MEETING AND HOLD IT AS THE APRIL 18TH, COMMITTEE MEETING. COUNCIL MEMBERS VOTING AFFIRMATELY INCLUDED MR. CADWALLADER, MS. KISSELL, MR. HAYES, MR. KINLEY, MR. WOZNIAK, AND MR. LEARN. MOTION CARRIED 6-0.

V. GOOD OF THE BOROUGH

1. Response for the Cambria County Borough Association 2022 Spring Meeting to be held on Tuesday, April 19th, 2022 at the Gallitzin Sportsman's at 5:30 p.m. Those attending will be Mr. Koban, Mr. Hayes, and Mr. Cadwallader.

There being no further business,

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

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. KINLEY, COUNCIL UNANIMOUSLY APPROVED TO GO OUT OF EXECUTIVE SESSION AND INTO THE REGULAR MEETING. COUNCIL MEMBERS VOTING AFFIRMATELY INCLUDED MR. CADWALLADER, MS. KISSELL, MR. HAYES, MR. KINLEY, MR. WOZNIAK, AND MR. LEARN. MOTION CARRIED 6-0.

VI. ADJOURNMENT

ON MOTION OF MR. HAYES, SECONDED BY MS. KISSELL, THE MEETING WAS ADJOURNED. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. WOZNIAK, MR. CADWALLADER, MS. KISSELL, MR. WOZNIAK, MR. KINLEY, MR. LEARN AND MR. HAYES.

Meeting adjourned at 7:45 p.m.