

**Call to Order:**

The regular scheduled meeting of March 1st, 2010 was called to order by Ms. McCarthy at 6:32 p.m.

Members present were: Mr. Vandzura, Mr. Slanoc, Mrs. Chobany, Mr. Wozniak, and Mayor Fox. Also present were Robert Koban-Borough Manager; Mr. Emerick-Borough Solicitor; Mr. Wisor-Engineer; Don Squillario-Public Works; Chief Miller-Public Safety; and Michelle Claar-Secretary; and Jr. Council Ms. Cadwallader. Mr. Kissell and Jr. Council members Mr. Leydig and Ms. Cadwallader were absent.

Mr. Wozniak motioned, seconded by Mayor Fox to go out of order on the agenda to recognize the visitors, motion carried 6-0.

**VISITORS:**

Visitors were Mr. Ron Cadwallader, Mrs. Bonnie Fox, and Mr. Jeremy Portash from the Dispatch.

**Reports:**

**Managers Report:**

Mr. Koban furnished a written report prior to the meeting. Mr. Koban pointed out several areas of concern in his report. Mr. Wozniak questioned the status of the building permit issue between Cambria County Building Codes and Somerset Inspections. Mr. Koban informed Council that Cambria County will relinquish the inspections from this point forward. All inspections will be performed by Somerset Inspections.

Mr. Wozniak commented on the Sheetz irrevocable letter of credit being reduced by 80% reduction. The issue was further discussed under new business.

Ms. McCarthy commented on the part time officer; Ron Allison. Mr. Koban advised that Mr. Allison was employed previously with the borough and had resigned due to scheduling conflicts. Mr. Allison is also a codes enforcement officer and received training under the new laws. Mr. Koban commented that the additional officer would cover for vacation/sick/holidays hours of the full time and other part time call offs. Mr. Wozniak questioned if Mr. Allison had his certifications and testing. Mr. Koban advised that Mr. Allison will be starting all over with testing, certifications, physicals and uniform reimbursements after a six (6) month probation period. Mr. Allison was employed from 2002 through 2006.

Mr. Wozniak questioned if the employees were being paid overtime on 8 hours or over 40 hours brought up from last months' meeting. Mr. Koban advised that the employees were being paid overtime on hours over 40, not 8. Mr. Koban reviewed previous pay periods for verification that overtime was not paid on hours over 8, only 40 hours.

Mayor Fox questioned the status of the walk through for the dilapidated buildings grant funding. Mr. Koban advised Council that several appointments have been cancelled due to the inclement weather. Another meeting is scheduled for a walk through on Friday at 8:00 a.m. if any member of council would like to attend.

Ms. McCarthy commented on the location of the traffic study that will be performed by PennDot in the upcoming months. Mr. Koban advised that the locations were picked unanimously.

**Solicitor's Report:**

Mr. Emerick furnished a written report prior to the meeting. Mr. Emerick advised that the preliminary approval of the draft ordinance for Floodplain Management will require action under old business. Mr. Emerick had nothing additional to report.

**Engineers Report:**

Mr. Wisor furnished a written report prior to the meeting. Mr. Wisor commented on the Gillespie Avenue Bridge field inspection and advised that a cost estimate of \$15,000.00 was determined to make the repairs to underpin the abutment areas. Permitting, coordination costs and contract & bidding cost would be an additional \$4,000.00 for Stiffler & McGraw. Mr. Squillario commented that a Growing Greener grant through the County could be researched for the repairs to Gillespie Avenue Bridge. Mr. Koban suggested contacting Jerry Brant to research any available grants. Mr. Koban informed Council that the Sonman Avenue Bridge is the next bridge scheduled for replacement but the Gillespie Avenue Bridge will require some type of repairs to satisfy the inspection report and compliance.

**Police Report:**

Chief Miller furnished a written report prior to the meeting. Chief Miller advised that the incidents were down during the month. There are several vehicles that are not being moved during snow plow operations.

**Public Works Report:**

Mr. Squillario furnished a written report prior to the meeting. Mr. Squillario commented on the snow storms and clean-up process. Mr. Wozniak questioned if two repairs were done on the snow blower. Mr. Squillario advised that the snow blower was used heavily on Johnson and Mountain which required two repairs. A discussion was held on a chute that can be purchased for the snow blower but would create difficulty in emptying the snow from a truck. Ms. McCarthy advised that Mr. Rick Nagy offered his assistance to the borough during the snow storm and commented that while it lasted, Main Street looked great with the snow removed and cleared away from the meters.

**Treasurer's Report:**

Ms. Claar furnished a written report prior to the meeting. Mr. Wozniak motioned, seconded by Mr. Vandzura to approve the Treasurer's report, motion carried 6-0.

### **Correspondence:**

Our Lady of Sacred Heart Parish submitted a request to process from Hammers Street to Mountain Avenue on Thursday, April 1, 2010 at 8:00 p.m. Mrs. Chobany motioned, seconded by Mr. Vandzura to grant permission to Sacred Heart Parish to process from Hammers Street to Mountain Avenue on Thursday, April 1<sup>st</sup>, 2010 at 8:00 p.m., motion carried 6-0.

The Portage Area Planning Commission sent notice of the annual Community Long Range Planning Meeting to be held at the Portage High School cafeteria on Saturday, March 20<sup>th</sup> at 9:00 a.m. Those attending are Mr. Vandzura, Mr. Slanoc, Mayor Fox, Ms. McCarthy, Mr. Koban and Mr. Squillario.

PSAB sent notice the 2010 State allocation for Liquid Fuels will be released in March due to the recent snow storms. Ms. Claar advised Council that the funds were electronically received in the Liquid Fuels Account on Monday, March 1<sup>st</sup>, 2010 in the amount of \$60,690.88.

Mr. Vic Miller submitted a donation request for the annual Easter Egg Hunt. Mr. Wozniak questioned if the donation form was completed as per the latest policy regarding donations. There was no donation request form attached to the letter. Mayor Fox motioned, seconded by Mr. Vandzura to donate \$100.00 to the annual Easter Egg Hunt after completion of the donation form by Mr. Miller or the Woman's Club, motion carried 6-0.

### **Minutes of the Previous Meeting:**

The minutes from February 1<sup>st</sup> and 16<sup>th</sup> meetings were distributed prior to the meeting. Mr. Slanoc motioned, seconded by Mrs. Chobany to approve the minutes from the February 1<sup>st</sup> regular and February 16<sup>th</sup>, Committee of the Whole meeting, motion carried 6-0.

### **Paying of Bills:**

The bills were distributed prior to the meeting. Additional bills were also presented for payment. Mrs. Chobany motioned, seconded by Mr. Slanoc to approve paying the bills plus the additional bills, motion carried 6-0. The bills listed totaled \$28,018.54. After a review, Mr. Koban commented that a bill from JW Fleming (\$557.00) and Cambria Tractor (223.52) be voided. Ms. Claar advised that the two bills were not paid prior to the meeting. Mr. Koban requested for the record that the bills listed total should be reduced \$780.52 for an adjusted total of \$27,238.02. Mr. Vandzura motioned, seconded by Mr. Slanoc to rescind the previous motion and accept the \$27,238.02 for bills to be paid, motion carried, 6-0.

### **Other Reports**

Monthly reports were received from the Water & Sewer Authority, Planning Commission and Portage VFC 2009 fire report. Mrs. Chobany motioned, seconded by Mr. Slanoc to approve the monthly reports from the Water & Sewer Authority & Planning Commission for January, the Portage Vol. Fire Company 2009 fire report, motion carried 6-0.

### **Unfinished Business:**

Mr. Slanoc presented a picture to Council of the Welcome to Portage Sign. The sign is almost completed.

Mr. Koban informed Council that he is moving forward with the 501C-3 status for the Mainline Heritage Association.

Mr. Emerick informed Council that an amendment to the Floodplain Management Ordinance is being required to be in compliance with the Federal Emergency Management Agency. A draft of the proposed legislation was provided to Council for their review as presented by the National Flood Insurance Program and FEMA. Mr. Vandzura motioned, seconded by Mr. Slanoc to approve the preliminary draft of Ordinance 1-2010 the FloodPlain Management Ordinance, motion carried 6-0. Ms. Claar will e-mail the draft to DCED for approval and compliance.

Mrs. Chobany has all the NIMS certificates required and they are on file in the office. Mr. Vandzura, Mr. Slanoc, and Mayor Fox still need to obtain their certificates.

Ms. Claar advised the re-promulgation of borough officials and emergency operations plan have been updated. Mr. Vandzura motioned, seconded by Mr. Wozniak to approve Resolution 1-2010 re-promulgating the elected officials and the emergency operations plan, motion carried 6-0.

### **New Business:**

Mr. Koban requested that each member of council provide three (3) ideas or suggestions for the grant writer to consider. Each member provided three ideas and will be prioritized on a list for review at the next committee of the whole meeting on March 15<sup>th</sup>. The Sheetz Corporation request for an 80% reduction in the irrevocable letter of credit was discussed. The original letter of credit is the amount of \$300,498.00. The 80% reduction results in \$240,398.40 with an adjusted line of credit remaining at \$60,099.60. Mr. Emerick suggested that Engineer Wisor verify that the project is in compliance with the Borough Stormwater Management Plan prior to approval of the reduction. Mr. Emerick explained the reduction of the credit to council. Council agreed to have Mr. Wisor review and verify that everything is in compliance and discuss further at the March 15<sup>th</sup> committee of the whole meeting.

### **Good of the Borough:**

Mr. Koban informed Council that the phones and internet are now serviced by Comcast. Ms. McCarthy commented that Mr. Mike Duman would like to meet with Council to discuss any issues. Mr. Duman is running against Mr. Gary Haluska as State Representative.

Mr. Squillario advised that he would like to send a thank you notice to the Water & Sewer Authority and other contractors that assisted the public works crew in the snow removal from the recent snow storms. Mr. Squillario would like to have a luncheon inviting those who assisted.

Mr. Wozniak questioned if the public works department would repair sidewalks that were damaged by snow plows or equipment. Mr. Squillario commented that a portion of the

repairs would be made and they would look at each on a case by case basis. Mr. Squillario also commented that a lot of sod work will have to be done in the Spring to residential yards where snow was piled up.

**Adjournment:**

Mrs. Chobany motioned, seconded by Mr. Slanoc to adjourn, motion carried 6-0. The meeting adjourned at 7:20 p.m.