

A meeting of Portage Borough Council Committee of the Whole was held on Monday, April 17th, 2017.

Those in attendance were:

Sharon McCarthy
Jerome Yetsko

David Hayes
Todd Learn

James Kissell

George Wozniak

Also present were: Robert Koban, Borough Manager and Michelle Claar-Secretary. Absent was John Morgan.

Visitors:

In attendance were: Mr. Ron Portash with the Dispatch; Randy Griffith with the Tribune Democrat; and resident; Mr. Don Lewis.

Mr. Koban informed Council that Mr. Lewis was in attendance to request a sign variance to be placed at 123 Main Street in the Borough. Borough Ordinance 4-2009 prohibits:

1. A sign area of more than 26 square feet
2. A combined area of all sign faces on one parcel of more than 70 square feet.
3. A height of any part of the sign that is more than 10' above finished grade.

Mr. Lewis had presented Council with two different electric signs; a 3'X2' and a 4'X8'. Mr. Lewis commented that the 3'X2' sign had two signs on one pole and the 4'x8' sign exceeded the height restrictions per the Borough's Sign Ordinance 4-2009. Mr. Lewis advised that he had already contacted PennDot and Laurel Municipal Inspection Agency and has met their requirements. Council questioned Mr. Lewis as to what option he was seeking, to which he replied the 4'x8' sign with a height variance. Mr. Lewis advised that the sign will look similar to the Mainline Pharmacy sign. After a discussion;

ON MOTION OF MR. HAYES, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED THE REQUEST FROM MR. LEWIS TO GRANT A SIGN VARIANCE FOR A 4' 2-1/4" X 8' WITH A MAXIMUM HEIGHT TO THE BOTTOM OF THE SIGN FROM GROUND GRADE OF 7'1/2". VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

Mr. Lewis also informed Council that Green Avenue is in need of some repairs this Spring.

UNFINISHED BUSINESS:

- A. Update on DCNR Recreation Director/Manager Peer to Peer Grant Study
Mr. Koban informed Council that there will be a conference call scheduled in May between Mr. Schreiber, Mr. Longwill and himself to discuss the Peer to Peer Grant submission.
- B. Borough Roof Project
There was no update.
- C. CVA grant for Trout Run Flood Protection
There was no update.
- D. Promoting Tourism in Portage
Mr. Kissell advised that he will be meeting with Mr. Portash in the upcoming weeks.

- E. Sacred Heart Church Tax Exemption
Mr. Koban advised that the completed paperwork for the appeals process on the Sacred Heart properties was submitted to the Cambria County Tax Assessment Office.
- F. Mr. Koban commented that the Snow Emergency Declarations was omitted from the agenda and requested it be placed on un-finished business. Mr. Wozniak commented that he is in the process of working on the issue.

MOTIONS:

- A. Approval of Ordinance 1-2017 concerning special events parking permit fees.
Ms. Claar advised that the proposed ordinance was properly advertised in the Dispatch.

ON MOTION OF MR. LEARN, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY APPROVED ORDINANCE 1-2017; BY AMENDING CHAPTER 15, PART 7, SECTION §705 CONCERNING SPECIAL EVENTS PARKING PERMIT FEES. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

- B. Portage Fire Company request to close various sections of Main Street.
The Portage Fire Company presented several Main Street Closures for the Cambria County Convention from July 26th, through August 5th, 2017.

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY APPROVED THE FOLLOWING MAIN STREET CLOSURES, AS PRESENTED BY THE PORTAGE FIRE COMPANY:

Main Street from Mountain to Gillespie Mon, 7/31/17 5:00 - 10:00 p.m.
Main Street from Mountain to Gillespie Tues, 8/1/17 5:00 - 10:00 p.m.
Main Street from Mountain to Gillespie Weds, 8/2/17 5:00 - 10:00 p.m.
Main Street from Mountain to Gillespie Concert Thurs, 8/3/17 4:00 - 11:30 p.m.
Main Street from Mountain to Gillespie Fri, 8/4/17 5:00 - 10:00 p.m.
Main Street from Mountain to Gillespie Parade Sat, 8/5/17 5:00 - 8:00 p.m.

VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

- C. Portage Fire Company request to block Branch Street from Mountain Avenue to the Borough Building. The agenda motion reflected Branch Alley instead of Branch Street. Mr. Yetzko commented that corrections needed to be made for verification of the closures. Ms. Claar commented that it was a typographical error. Mr. Yetzko advised that the closures should be for three areas; Branch Street, Central Alley, and Branch Street Extension beside his house. After a lengthy discussion on the exact locations for Branch Street;

ON MOTION OF MR. LEARN, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY TABLED THE REQUEST BY THE PORTAGE FIRE COMPANY FOR BRANCH STREET UNTIL THE EXACT REQUEST IS RECEIVED. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

- D. Portage Fire Company request to block off Central Alley from Mountain Avenue to the Borough Building. Again, on the motion to block Central Alley from Mr. Yetsko's garage to the Borough Building was incorrect until verification of the exact location.

ON MOTION OF MR. LEARN, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY TABLED THE REQUEST BY THE PORTAGE FIRE COMPANY FOR CENTRAL ALLEY. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

Mr. Yetsko commented that there was no request of Branch Street Extension.

The Portage Fire Company also sent a request to utilize the old Stop N Go Property to place a tent on for the basket raffle during the convention.

ON MOTION OF MR. LEARN, SECONDED BY MR. HAYES, COUNCIL UNANIMOUSLY TABLED THE REQUEST BY THE PORTAGE FIRE COMPANY FOR UTILIZING THE OLD STOP N GO PROPERTY AT THE FIREMENS CONVENTION. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

- E. Portage Fire Company request to provide exceptions to the consumption of alcoholic beverages during the Convention in accordance with Ordinance 3-1980. A short discussion was held on the alcoholic beverages for the containment area. The area should be roped/fenced off with no alcoholic beverages beyond that point. The PLCB requires Council authorization in order to complete the liquor license requirements.

ON MOTION OF MR. LEARN, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY APPROVED THE PORTAGE FIRE COMPANY REQUEST TO EXEMPT THE ALCOHOLIC BEVERAGES IN PUBLIC PLACES, IN ACCORDANCE WITH ORDINANCE 3-1980, WITHIN THE DESIGNATED AREA ONLY FOR THE FIREMENS CONVENTION. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

- F. Request from Trout Run Watershed for Earth Clean-up Week on Main and the Park
Mr. Dennis Beck submitted a request for assistance from the Public Works Dept. to utilize a truck and manpower during Earth Clean-up Week.

ON MOTION OF MR. LEARN, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY APPROVED THE PORTAGE FIRE COMPANY REQUEST TO EXEMPT THE ALCOHOLIC BEVERAGES IN ACCORDANCE WITH ORDINANCE 3-1980, WITHIN THE DESIGNATED AREA ONLY. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

- G. Cambria County 2017 application for County Aid.
Ms. Claar advised that the application process for the 2017 County Aid is now available.

ON MOTION OF MR. YETSKO, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY APPROVED RESOLUTION 4-2017 BY MAKING APPLICATION

FOR THE 2017 COUNTY AID, IN THE AMOUNT OF \$7,100.00. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

H. Don Lewis request for a sign variance was discussed earlier in the meeting.

BUILDINGS:

A. Nicholson Property-517 Main Street- In process of civil proceedings. No update

B. Mark Kissell Property-1315 Jefferson Avenue – No update.

C. Property at 1007 Conemaugh Avenue-Vivis

The property is being placed on the next Cambria County Judicial sale. Date to be determined.

D. Mr. Hayes commented that a property on Dulancey Drive; beside the Gaunts, is in bad shape and questioned if it was in the Borough. Mr. Kissell commented that he believes the property is owned by Mr. Clair Adams. Mr. Koban commented that he will research to determine if the property is in the borough or in the Township.

2. New Business:

A. Two members of Council to be on the Portage Fire Company convention committee. Mr. Koban informed Council that two members of Council need to be named to the convention committee, at the Portage Fire Company request from last meeting. Ms. McCarthy and Mr. Kissell volunteered to be on the committee. The Fire Company meets the 4th Tuesday of the month for convention planning at 6:00 p.m.

3. Paying of the Bills

Ms. Claar presented a copy of the bills and additional bills to be paid in written form.

ON MOTION OF MR. WOZNIAK, SECONDED BY MR. LEARN, COUNCIL AGREED TO PAY THE BILLS AS PRESENTED IN WRITTEN FORM; IN THE AMOUNT OF \$16,626.83. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

GOOD OF THE BOROUGH

The Cambria County Borough Association will be holding the 2017 Spring meeting/dinner at Hoss's Steak and Sea House in Ebensburg on April 18th, 2017, with social hour at 5:15. Those attending; Mr. Wozniak, Mr. Kissell, Ms. McCarthy, Mr. Koban, and Ms. Claar. (5) Ms. McCarthy commented that she would like to have Council wear their borough shirts at all meetings.

As a reminder, The Portage Public Library sent a dinner invitation for their 2017 "Love the Library" campaign to be held on April 24th, 2017 from 6:00 – 9:00 p.m. Mr. Kissell advised that he will be attending.

Earth Week Clean-up to be held on Friday, April 21st, 2017 on Main Street and Crichton McCormick Park.

Mr. Koban advised Council that the 5K Bunny Dash was a success. All proceeds raised for the event will be used to replace the basketball backboards, poles, rims, and nets with commercial grade equipment. The estimated cost is \$7,000 with the event raising approximately \$4,000.00. Mr. Koban advised Council that the Bunny Dash coordinators

are requesting that the Borough donate the remaining balance to complete the project. Mr. Wozniak questioned if Portage Township was also approached for a donation, since it serves the Portage Area. Mr. Koban commented that he suggested that the group contact the Township Supervisors and suggested the Borough move forward with their request. A lengthy discussion took place on the amount of the donation and:

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY AGREED TO DONATE AN AMOUNT; NOT TO EXCEED \$3,000.00 TO COMPLETE THE BASKETBALL COURT PROJECT AT CRICHTON MCCORMICK PARK. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

Mr. Kissell questioned if the recycle bins would be relocated for the Cambria County Firemen's convention at the old Stop N Go Property on Mountain Avenue. Mr. Koban advised that Pro Disposal will assist with removing garbage bins and Cambria Solid Waste will accommodate the Fire Company.

The Portage Municipal Authority submitted their Audited Financial Statements for 2015-2016. The audit is on file in the Secretary office for any member of Council to review.

An opinion letter was received from Ms. Lynne Doyle concerning the ATV's/UTV's riding on borough streets. Council received copies of the letter for review.

Mr. Learn informed Mr. Koban that the grass alley behind his house is in need of repair due to the snow plowing operations during the winter.

Ms. McCarty questioned if any part time laborer applications were received. Mr. Koban advised that there has been several turned in and will be reviewing within the coming week.

Ms. McCarthy also questioned on the part time patrol officer position. Mr. Koban advised that there are very limited experienced applicants to choose from. Mr. Koban and Chief Miller will be reviewing what they have on file again.

There being no further business

ON MOTION OF MR. KISSELL, SECONDED BY MR. LEARN, COUNCIL UNANIMOUSLY ADJOURNED AT 7:25 P.M.