

A meeting of Portage Borough Council Committee of the Whole was held on Monday, August 21<sup>st</sup>, 2017.

Those in attendance were:

Sharon McCarthy  
Todd Learn

David Hayes  
John Morgan

James Kissell    George Wozniak

Also present were: Robert Koban, Borough Manager and Michelle Claar-Secretary. Absent was council member; Jerome Yetko.

**Visitors:**

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

**UNFINISHED BUSINESS:**

**A. Update on Recreation Director/Manager**

Mr. Koban informed Council that he is waiting on a response from the Township Supervisors to get back to him with a meeting date regarding the position.

**B. Update on Borough Roof**

Mr. Koban informed Council that he did receive an estimate from Blair Roofing but has not had an opportunity to review it before the meeting. The estimate will be reviewed with Council at the September meeting.

**C. Update on Trout Run Flood Protection Grant**

There was no update.

**D. Update on promoting tourism**

Mr. Kissel advised he met with Mr. Portash and they will have samples for Council to review at the September regular meeting.

**E. Declaring a snow emergency on certain Avenues**

Mr. Wozniak advised that he will present several options to Council at the September Committee of Whole meeting.

**F. PennDot Project on SR 164 and Main Street**

Mr. Koban advised that he is waiting on additional information from Penn Dot but it is moving forward.

**G. Residency restrictions for sexually violent offender's**

Mr. Koban commented that he should let the ordinance as it is until a situation develops. Council was in agreement to remove the issue from the agenda.

**H. Drainage issues at Factory Alley**

Mr. Koban advised that there is a much broader issue with the drainage issues at Factory Alley. Several options were discussed on how to divert the water. The Township Solicitor still has not contacted Mr. Emerick on the ditch line that is split between the borough and the township. Mr. Koban commented that a possible engineer study would have to be performed. Mr. Kissell suggested that milling a 2-foot-wide section into the pavement at the curb line on Maple Street and continue on Gillespie Avenue to the Township. The Public Works Dept will need to determine the thickness of asphalt required to correct the waterflow.

**I. Restroom project at Crichton McCormick Park**

Mr. Koban provided Council with cost estimates from the previously applied grant application that was denied. The previous estimate consisted of various in-kind donations from the Water and Sewer Authority without any financial assistance from Portage Township. The issue will be discussed further at the September meeting.

**J. Ice skating rink liner at Crichton McCormick Park**

Mr. Kissell commented that he received additional information on the liner regarding the installation and the warranty regarding the liner. The liner is 55X110, at an approximate cost of \$495.00 with freight costs of \$139.00. There is no warranty on the liner and no contractor to install within Pennsylvania. Mr. Kissell commented that an estimated 5 tons of sand will also need to be purchased and is hoping that volunteers will turn out to assist with the installation. A short discussion also took place on vandalism and securing the ice skating rink with it being located in the back of the park. A chain link fence or snow fence was mentioned to deter any vandalism. The PAJRC is also in the process of obtaining a new security camera system. Ms. McCarthy questioned Council on how they want to proceed with the purchase of the liner and sand.

ON MOTION OF MR. MORGAN, SECONDED BY MR. LEARN, COUNCIL AUTHORIZED THE PURCHASE OF A 55X110 LINER; FROM IRON SLEEK, IN THE AMOUNT OF \$608.00. AND THE PURCHASE OF 5 TONS OF SAND FOR THE ICE SKATING RINK AT CRICHTON MCCORMICK PARK. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

**Buildings:**

**A. 517 Main Street (Nicholson)**

Mr. Koban advised that Mr. Nicholson had started removing debris and material but there hasn't been any progress within the last two weeks. The civil suit is still moving forward.

**B. 1315 Jefferson Avenue (Kissell)**

Mr. Koban advised that there was no update.

**C. 1007 Conemaugh Avenue (Vivis)**

There was no update. The property was placed on the next judicial sale.

**D. 616 Dulancey Drive (Adams)**

There was no update. Mr. Emerick is awaiting on a response from Mr. Adams daughter.

**E. 907 Jefferson Avenue (Crums)**

Mr. Koban advised that there was no update from Mr. Emerick or Mr. Wisor prior to the meeting.

**F. 933 Sonman Avenue-Greenawalt**

Mr. Learn commented that the structure has windows smashed out and is rapidly deteriorating. Ms. McCarthy commented that neighbors should not have to live beside the structure due to the safety, health, and welfare of the community. Mr. Koban commented that the owner is incarcerated but has been in contact with the County Tax Office and Ms. Redfern to pay the taxes. The real estate bills were not being sent to the prison. Neighboring property owners and good Samaritans have been cutting the grass and weeds. Ms. McCarthy questioned Council on how they want to proceed. Mr. Morgan commented that this can't be let go.

ON MOTION OF MR. LEARN, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY AGREED TO HAVE MR. WISOR PERFORM A STRUCTURAL STUDY OF THE 933 SONMAN AVENUE PROPERTY. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

G. Shoenfeld property at Orange and Grove

There was no update on the Shoenfeld property. Mr. Emerick is in the process of obtaining information from Judge Long's office.

**NEW BUSINESS:**

A. Audit Engagement Letter

Kotzan CPA & Associates submitted a three (3) year audit engagement letter for period ending 2017, 2018 and 2019 for Councils review.

ON MOTION OF MR. KISSELL, SECONDED BY MR. MORGAN, COUNCIL UNANIMOUSLY APPROVED A THREE (3) YEAR ENGAGEMENT LETTER FOR AUDITS COMMENCING 2017; \$5,000, 2018; \$5,500.00, 2019; \$5,500.00. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

**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. KISSELL, SECONDED BY MR. WOZNIAK, COUNCIL AGREED TO PAY THE BILLS AS PRESENTED IN WRITTEN FORM; IN THE AMOUNT OF \$5,971.04. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

**GOOD OF THE BOROUGH**

Ms. McCarthy commented that Summerfest was a great success. Sunday was the best day with the weather and the crowd. Ms. McCarthy commended the Summerfest Committee, PAJRC, and all the volunteers for their efforts

Ms. McCarthy reminded everyone that the September regular meeting will be held on TUESDAY, September 5<sup>th</sup>, 2017 at 6:30 p.m.

Ms. Claar reminded Council that the Cambria County Upset Sale is scheduled for September 11<sup>th</sup>, 2017.

ON MOTION OF MR. WOZNIAK, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY AGREED TO GO INTO EXECUTIVE SESSION FOR REAL ESTATE LITIGATION. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

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ON MOTION OF MR. KISSELL, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY AGREED TO GO INTO THE REGULAR MEETING. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 6-0.

There being no further business,

ON MOTION OF MR. WOZNIAK, SECONDED BY MR. KISSELL, COUNCIL UNANIMOUSLY AGREED TO ADJOURN.

The meeting concluded at 8:35 p.m.