

A meeting of Portage Borough Council Committee of the Whole was held on Monday, November 20th, 2017.

Those in attendance were:

Sharon McCarthy
Todd Learn

David Hayes
Jerome Yetsko

James Kissell

George Wozniak

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

Visitors:

Mr. Ron Portash-Dispatch; Mr. Randy Griffith-Tribune and Ms. McCarthy introduced two new Jr. Council members; Ms. Kaelyn Wozniak and Ms. Emily Canavan. Mayor Kissell administered the oath and pledge of office to the Jr. Councilors. Ms. Canavan (sophomore) and Ms. Wozniak (Junior) go to Portage Area High School. Council welcomed the students to municipal government and their involvement within the community.

Council met with Brent Kinley prior to the meeting.

UNFINISHED BUSINESS:

A. Update on Recreation Director/Manager

Mr. Koban informed Council that he met with the Township Supervisors and they have approved to support the borough for a feasibility study for the recreation manager/director position. The letter should be forthcoming. Mr. Koban advised that he will also be approaching the Portage Area School Board again for their support.

B. Borough Building Roof-there was no update.

C. Update on Trout Run Flood Protection Grant-there was no update.

D. Update on promoting tourism

Mr. Ron Portash and Mr. Kissell presented a draft of the brochure for Council to review. Council thanked Mr. Portash and Mr. Kissell for all their efforts.

E. Declaring a snow emergency on certain Avenues

Mr. Koban informed Council that he is working on the proposed amendment and will provide a draft at the next committee meeting in November.

F. PennDot Project on SR 164 and Main Street-there was no update.

G. Drainage issues at Factory Alley and Gillespie-No update

H. Update on restroom project at Crichton McCormick Park

Mr. Koban suggested that Mr. Wisor can commence with exploring the restroom project at the Park for preliminary designs.

I. Update on ice rink liner at Crichton McCormick Park

Mr. Koban commented that he spoke with Mr. Raptosh and he suggested purchasing a 50X300 foot roll of felt to be placed underneath the liner. Mr. Raptosh offered to purchase one roll if the borough purchased the other roll. Mr. Kissell advised that volunteers will be needed for Friday, November 24th at 8:30 a.m. to assist with the installation of the liner. Mr. Portash will place an article in the Dispatch and Ms. Claar will update the websites.

J. Update on the sign located at 123 Main Street (Lewis)

Mr. Learn questioned the status of the brightness of the light at 123 Main Street. Mr. Koban has been conversing with Mr. Lewis and Mr. Noble.

Buildings:

A. 517 Main Street (Nicholson)

The civil complaint was dismissed by a motion of Council on November 6th, 2017.

B. 1315 Jefferson Avenue (Kissell)

The public hearing was held on October 2nd, 2017 and Mr. Emerick had presented the Findings of Fact requiring demolition. Ms. McCarthy questioned Mr. Kissell if the property was being sold.

C. 1007 Conemaugh Avenue (Vivis)

Ms. Claar advised that the Tax Claim Office sent a refund check in the amount of \$497.08 for the realty transfer tax fee since the borough is exempt. The deed should be ready by the end of the month. Mr. Koban also suggested applying for funding with the Cambria County Redevelopment Authority for demolition.

D. 616 Dulancey Drive (Adams)

There was no update. Mr. Hayes questioned if there was any legislation concerning the abandonment of property.

E. 907 Jefferson Avenue (Crums)

The civil complaint was prepared and filed with the Court of Common of Pleas

F. 933 Sonman Avenue-(Greenawalt)

Mr. Emerick is preparing the civil complaint

G. Shoenfeld property at Orange and Grove

Mr. Emerick is on the process of obtaining the court documents.

H. Update on 828 North Railroad (Gaunts)

I. Update on Nidetch Building

Mr. Wozniak commented that the Nidetch Building property at 515 Main Street has more broken windows.

NEW BUSINESS:

B. Review and discussion on opting in/out of the Category 4 PA Gaming License

Ms. Claar presented correspondence from the PA Gaming Control Board and Senator Wayne Langerholc, Jr. regarding new legislation on gaming that passed on October 30th, 2017. The legislation expands gaming opportunities throughout the Commonwealth of Pa creating ancillary casino's. Ten licenses will be auctioned off by the PGCB after January 15th, 2018. The municipality has an option to either opt in/out of the ancillary location. A resolution must be passed by the municipality and submitted to the PA Gaming Control Board by December 31st, 2017.

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. HAYES, COUNCIL UNANIMOUSLY AGREED TO PAY THE BILLS AS PRESENTED IN WRITTEN FORM; IN THE AMOUNT OF \$3,830.38. VOTING AFFIRMATIVELY INCLUDED

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

NEW BUSINESS

A. Review and discussion on the 2018 proposed budget for general fund, liquid fuels, salary projections, and capital improvement funds. Mr. Koban presented the 2018 proposed budget to be reviewed. Mr. Koban commented on the 2018 fiscal impact for the revenues and expenses for the General Fund as follows: A balanced budget at \$1,005,793

General Fund

Revenue:

- Real Estate millage remains the same at 16.5 mills general purpose and .5 fire =17
- Increase in the Cable TV Franchise Fee due to contract renewal
- Decrease in fines from District Magistrate, County, and local levels
- Decrease in police reimbursements from elimination of Drug Task Force program
- Increase in County Aid allocation over the last 2 years being encumbered
- Decrease in State Aid due to one less full-time employee wages
- Garbage collection rates remain the same in 2018 at \$14.30/mo curb and \$31.00 for (10) pre-paid bags. Contract renewed with Pro Disposal 1/1/18 through 12/31/18

Expenses:

- General Government
 - Secretary received a 2% wage increase per the 2018 compensation plan
 - Manager received \$500.00/year increase
 - Hospitalization increased by 13.6% for 2018
 - Property and general liability is based on a 5% increase
- Public Safety
 - Each full time and part time officer received a 2% increase per the comp plan
 - Hospitalization increased by 10.1% for 2018
 - Decrease in the Drug Task Force due to elimination of the program
- Solid Waste
 - Pro Disposal renewal contract 1/1/18-12/31/18 at same prices as in 2017
 - No increases by Portage Municipal Authority for billing services
- Public Works
 - Public Works laborer promoted to Public Works Director
 - Mechanic/Operator increased 2% per the comp plan
 - Laborer 3 position new hire based on Level 1 Grade 6 per comp plan
 - Laborer 3 position hospitalization budgeted at \$10,233 premium for the year
 - Vehicle repairs consist of Dump bed for the '01 F350 and steel plate for sweeper
 - County Aid allocation encumbered from 2016 and 2017 of \$14,200
 - Maintenance Building costs include finish interior with ceiling, walls, doors, etc.
- Recreation
 - Contribution of Joint Recreation Commission based on 2.75 per capita (2,638)
- Community Development
 - Continue ½% of earned income tax to Capital Improvement Fund
 - Mailing campaign for 2018 estimated at \$1,000.00
- Debt Service

- Increase in Debt Service for a 2018 F550 Truck with dump bed and plow that is split 50/50 with Liquid Fuels. (Based on \$75,000.00 loan) \$8,186 per year

LIQUID FUELS

The State Liquid Fuels Fund is proposed at a balanced budget of \$126,756 with the following impact details:

Revenue

- State Aid allocation increased by \$4,558. In 2018
- Reimbursements from Portage Township for the Main & 53 Signal light

Expenses

- Equipment purchases include a 2018 F550 truck with dump bed and plow split with General Fund at \$8,816 per year.
- 2015 Medium Truck split with General Fund at \$8,920
- The 2018 Paving Program consists of Lee Street, Blair Street, Beech Street, Hammer Street, and Sherman Street with 9.5 base and wearing course. \$80,000.00,

Capital Improvement Fund

Mr. Koban elaborated on the anticipated projects set for 2018

Revenue:

- ½ of Earned income tax based on \$160,000.00

Expenses:

- Demolition of blighted properties (1007 Conemaugh Ave)
- Main Street, Phase II Sidewalk Improvements
- Borough Roof replacement
- Branch Street storm project (pipe, stone & blacktop)
- Restroom Project at Crichton McCormick Park
- Sign Inventory and Data
- Trout Run Project and re-apply for grant funding
- Gillespie Avenue Storm Sewer project

GOOD OF THE BOROUGH

WinterFest event on December 8th, through December 10th, 2017.

There being no further business,

ON MOTION OF MR. LEARN, SECONDED BY MR. YETSKO, COUNCIL UNANIMOUSLY AGREED TO ADJOURN.

The meeting concluded at 9:01 p.m.