

A meeting of Portage Borough Council Committee of the Whole was held on Monday, October 16<sup>th</sup>, 2017.

Those in attendance were:

Sharon McCarthy	David Hayes	James Kissell	George Wozniak
Todd Learn	Jerome Yetsko	John Morgan	

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

**Visitors:**

In attendance were: Allie Carver with the Dispatch; Chris Troxell with PAHA, Mike Bellvia with Pro Disposal, Randy Griffith with the Tribune, and members of the PAJRC included Kathy Hough, Sharon Squillario, Dave Squillario, Tom Cordwell, and Linda Miko.

Mr. Koban first introduced Chris Troxell to Council. Mr. Troxell is the President of the Portage Area Hockey Association. Mr. Koban provided a timeline of events that lead to inviting him, for a discussion, with the ice liner that will be installed at Crichton McCormick Park. Mr. Koban advised that he wanted everyone to be on the same page and to have the best intentions for the youth of the community with providing ice hockey at an economical price tag. Mr. Koban also advised that the PAJRC was also invited but the members arrived later in the meeting. Mr. Troxell questioned if this would be a permanent rink at the park. Mr. Troxell advised that the organization is in the process of collecting donations and raising money to build a better rink to roller blade hockey as well. They have the regulation boards in storage and there is potential issue with the curbing. Mr. Kissell commented that he would like volunteers and support from the community to install the liner, the sand, and the fire company to fill with water. Mr. Troxell advised that his group will assist. Mr. Kissell advised that since November 10<sup>th</sup> is Veteran's Day, a work detail will be scheduled for Friday, November 10<sup>th</sup>, 2017 at 9:00 a.m. Council thanked Mr. Troxell for attending.

Mr. Mike Bellvia was in attendance to discuss the renewal agreement for the garbage collection rates for 2018. Mr. Bellvia advised that the prices will remain the same as well as the services. Mr. Koban commented that If Council had any questions regarding the garbage collection, to ask, since Mr. Bellvia was in attendance. Mr. Kissell questioned the hazardous materials. Mr. Bellvia advised that Cambria County does provide these services at certain intervals during the year. The renewal agreement will be placed on the November 6<sup>th</sup> agenda for Council approval.

Mr. Bellvia presented Council with a site plan for a new building. Mr. Bellvia would like to revitalize the gas station and open up a convenience store. Mr. Bellvia questioned if the borough had any setback or zoning requirements. Mr. Koban elaborated that since the building is located on Main Street, Penn Dot will require several permits and inspections. While the plan is only a draft, Mr. Bellvia will present a final prior to any construction. Mr. Koban also commented that once the final draft is presented, Council will have to make several decisions concerning the alley and the borough right of way.

**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-there was no update.
- E. Declaring a snow emergency on certain Avenues  
Mr. Koban informed Council that he is working on the proposed amendment and will provide something 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  
Mr. Koban advised that a meeting is scheduled for Thursday, October 19<sup>th</sup>, 2017 at 7:00 p.m. to discuss the issue with the Township Supervisors.
- H. Restroom project at Crichton McCormick Park  
Mr. Koban provided pictures and cost estimates that were prepared by Stiffler, McGraw for another bathroom project from another municipality. A discussion took place on walkways, ADA compliance, water/sewer lines, and location for the bathrooms. Mr. Koban suggested placing the issue on the agenda for the November 6<sup>th</sup> meeting for Mr. Wisor to move forward with engineering and site plan for the bathroom project. The project will be funded through the Capital Improvement Fund. Mr. Koban also commented that once the PAJRC arrives, the issue will be discussed with them also.

**Buildings:**

- A. 517 Main Street (Nicholson)  
Mr. Koban advised that there was no update.
- B. 1315 Jefferson Avenue (Kissell)  
Mr. Koban advised that there was no update.
- C. 1007 Conemaugh Avenue (Vivis)  
The sale is scheduled for October 26<sup>th</sup>, 2017.
- D. 616 Dulancey Drive (Adams)  
Mr. Koban advised that there was no update.
- E. 907 Jefferson Avenue (Crums)  
Mr. Koban advised that there was no update.
- F. 933 Sonman Avenue-Greenawalt  
Mr. Koban advised that there was no update.
- G. Shoenfeld property at Orange and Grove  
Mr. Koban advised that there was no update.
- H. Update on 828 North Railroad (Gaunts)

Mr. Kissell commented that the Nitage Building located at 515 Main Street could be another potential dangerous structure. Mr. Kissell commented that the building is up for sale.

**NEW BUSINESS:**

None

**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 UNANIMOUSLY AGREED TO PAY THE BILLS AS PRESENTED IN WRITTEN FORM; IN THE AMOUNT OF \$10,382.71. VOTING AFFIRMATIVELY INCLUDED MR. LEARN, MR. MORGAN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL AND MS. MCCARTHY, MOTION CARRIED 7-0.

### **GOOD OF THE BOROUGH**

Cambria County Borough Association 2017 Fall Dinner hosted by Cresson Borough. The dinner will be held at the Cresson American Legion on Tuesday, October 24<sup>th</sup>, 2017 with social hour beginning at 5:30 p.m. Reservation deadline by Monday, October 16<sup>th</sup>, 2017, with the cost at \$20.00 per person.

Harvest is scheduled for Sunday, October 22<sup>nd</sup>, 2017 from 2:00 – 5:00 p.m. Ms. McCarthy also commented that the Cambria County Drug Task Force will also be in attendance for demonstrations.

Trick or Treat for Portage Borough will be held on Sunday, October 29<sup>th</sup>, 2017 from 4:00 – 6:00 p.m.

At 7:06 p.m., members of the Portage Area Joint Recreation Association entered the meeting. Mr. Koban thanked the members for attending. Mr. Koban provided a timeline of events for the PAJRC concerning the ice skating rink at the Park. The PAJRC submitted a list of questions they had regarding the ice rink including:

- Liability  
Mr. Wozniak commented that this should be covered as any other activity or event currently at the park. Mr. Koban commented that the PAJRC liability insurance should be reviewed; along with the Borough's, to make sure there isn't any duplication and/or coverage for the liability. Mrs. Squillario will provide Mr. Koban with a copy of their general liability and worker's compensation coverage.
- Maintenance  
Mr. Kissell commented that the overall maintenance would entail volunteers from the youth and the public. Volunteers will be recruited for installing the liner, spreading sand, and the Fire Company to fill the liner. The detail will be at the Park on Friday, November 10<sup>th</sup>, at 9:00 a.m.
- Security  
Mrs. Miko commented that there is a certain group of teens that constantly vandalize the park shelters, benches, Kid's Place, etc. Mrs. Squillario commented that the Commission just recently had installed wireless security cameras throughout the park from Intertech Security Systems. A discussion took place on obtaining additional cameras for the rink area. Mrs. Miko also advised that they will be filing charges on an individual that started a fire with one of the shelters within the past week. Mr. Koban commented that we should still move forward with providing recreational activities, even though one group of teens are trouble. Chief Miller is following up on the incident.

Ms. McCarthy commented on the 2018 budget that was prepared by the PAJRC and had questions concerning the donations to the PAJRC or the Endowment Fund. Mrs. Squillario commented that the donations to the Endowment Fund are tax deductible and held in escrow until the PAJRC submits a request for any funds. The donations to the PAJRC are not tax deductible. Mrs. Squillario commented that when a project or improvement to the park is required, the funds come from the Endowment Fund. A discussion was also held on the profit and loss during the 2017 season.

Mrs. Hogue commented on the mailing campaign for the 2018 season. She suggested that the organizations requesting donations set up a certain month to collect. Last year, several organizations sent out donation letters at the same time which made it overwhelming for residents.

Mr. Koban provided detailed information on the proposed bathroom project that the Borough will be funding through the Capital Improvement Fund. Mr. Koban presented the pictures and costs estimates for the commission members to review. Mr. Koban elaborated on the location, water/sewer lines, walkways, security, etc. and advised that the issue will be on the November agenda for approval to move forward with engineering and site plans.

Mr. Koban advised the commission that the Portage Township Supervisors has approved to write a letter of support for the Borough to move forward with a feasibility study for the recreation manager/director position. Mr. Koban also informed Mrs. Hogue that he will be attending the next school board meeting to address the board again for a letter of support.

Mr. Koban asked if the commission had any other questions for Council. Mrs. Miko commented that they would like to contact Comcast to obtain wi-fi for the park and the security camera's. She has to go to the park to review any of the camera footage. Mrs. Hogue commented that this season was one of the best for park maintenance, the grass and weeds were cut, the pool was cleaned, etc. and the ballfields were clean. Mr. Koban questioned the scoreboard at the ballfields. Mrs. Miko advised that the scoreboard operates by battery pack and sometimes does not get charged before the next game.

Council thanked the Commission members for attending.

There being no further business,

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

The meeting concluded at 8:01 p.m.