

A meeting of Portage Borough Council was held on Monday, November 5th, 2018, at 6:30 p.m., in Council Chambers.

Those in attendance were:

Sharon McCarthy
Jerome Yetsko

James Kissell
John Morgan

David Hayes George Wozniak

Also present were: Robert Koban, Borough Manager; Michael Emerick, Solicitor; Gary Wisor, Engineer; Scott Maul, Public Works; Chief Miller, Public Safety; Ms. Claar, Secretary. Absent was Mr. Learn.

CALL TO ORDER

Ms. McCarthy called the meeting to order at 6:30 p.m., which was followed by a roll call with a quorum being present.

REFLECTION/PLEDGE OF ALLEGIANCE

Mr. Kissell offered a reflection. The reflection was followed by the Pledge of Allegiance.

RECOGNITION OF GUESTS

Ron Portash, Mainline Publications, Kenneth (Terry) Claar and Scott Selip with Serenko-Claar Funeral Home, Jean Kinley, and James Cordwell; Township Resident.

Mr. Claar and Mr. Selip were in attendance to provide Council with an update on the memorial services and itinerary for Petty Officer Walter Mintus. An e-mail correspondence was provided by the Dept of Veteran Services outlines the timeline for Friday and Saturday November 9th and 10th. Mr. Selip advised that he showed the fire dept personnel the route the procession will be taking behind the Patriot Guard and Legion Riders from Pittsburgh to Portage. The itinerary was also sent to Mr. Koban and disbursed to Council. Mayor Kissell will be the guest speaker on behalf of Portage Borough. After the funeral services, a meal will be held at the Portage Fire Dept that is in Cassandra. Mr. Claar also advised that the formal obituary will be in the daily newspaper on Tuesday. Council thanked Mr. Claar and Mr. Selip for attending and providing the update on Mr. Mintus.

Ms. Jean Kinley questioned Council if there is a mass casualty plan in effect for the Borough. Mr. Wozniak advised that the Borough follows the Cambria County Emergency Management Office on ALL emergency situations and protocol. MR. Koban also commented that Cambria County EMA usually is up-to-date on any emergency services but commented that it should be re-visited.

Mr. James Cordwell; Portage Township resident, advised that he has some rental properties within the Borough and was in attendance to observe the meeting.

REPORTS

A. Borough Manager

Mr. Koban provided his report in written form prior to the meeting. Mr. Koban advised that he and Ms. Claar has been working on the 2019 proposed budget and will be reviewed at the November Committee meeting. Ms. McCarthy questioned Officer Mummert's resignation and if the position will be advertised. Mr. Koban advised that Officer Michael Freiwald has been working approximately 32 hours per week.

B. Borough Solicitor

Attorney Emerick noted that his report was provided to Council in written form prior to the meeting. Mr. Emerick elaborated on several issues in his report that are also on the agenda:

- ❖ American Roofing Litigation-still awaiting on a briefing schedule from the Cambria County courts and a roofing expert to contact Mr. Koban to investigate the roof.
- ❖ Buildings:
 - 1309/1315 Jefferson Avenue (Joel Bobolsky)
A demo permit was issued but there has been no activity. Council agreed to move forward by filing legal proceedings with Mr. Emerick.
 - 616 Dulancey Drive (Clair Adams)
Mr. Emerick advised that correspondence was sent to Ms. Alexander on October 2nd, 2018 but has not yet received a response.
 - 933 Sonman Avenue (Greenawalt)
Mr. Emerick advised that the Clearfield and Blair County Sheriff Department has served paperwork at a new address for Rebecca Windsor.
 - 828 North Railroad (Gaunts)
Mr. Emerick advised that the civil penalty hearing is now scheduled for Thursday, November 29th, 2018 at 9:00 a.m. in Ebensburg. Mr. Koban will be attending and any member of Council is welcome to attend.
 - 406 Caldwell Avenue (Barclay)
Mr. Emerick advised that the notices were sent to owners and return receipts were returned to the Borough Secretary. The owners will have thirty (30) days to come into compliance.
 - 925 Main Street (Lewis)
Mr. Emerick advised that the notices were sent to owners and return receipts were returned to the Borough Secretary. The owners will have thirty (30) days to come into compliance.
 - 720 Orchard Street (Plummer)
Mr. Emerick advised that the notices were sent to owners and return receipts were returned to the Borough Secretary. The owners will have thirty (30) days to come into compliance.
 - 532 Dulancey Drive (Gaunt)
Mr. Koban advised he received a letter from LMIA that was sent to the Gaunts regarding the non-compliance for the demolition. Mr. Emerick advised that the Borough can also file a citation under the public nuisance ordinance.

ON MOTION OF MR. KISSELL, SECONDED BY MR. YETSKO, COUNCIL UNANIMOUSLY APPROVED TO MOVE FORWARD WITH THE POLICE FILING UNDER THE PUBLIC NUISANCE ORDINANCE AND IF NO COMPLIANCE, MOVE FORWARD WITH LEGAL PROCEEDINGS THROUGH MR. EMERICK'S OFFICE. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MORGAN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL, AND MS. MCCARTHY. MOTION CARRIED 6-0.

C. Engineer

Mr. Wisor commented that he had forwarded a copy of his report to Council prior to the meeting. Mr. Wisor had nothing additional to report except that he will be in attendance for the inspection on November 15th, 2018 for Trout Run.

D. Chief of Police

Chief Miller provided a copy of his written report to Council prior to the meeting. Chief Miller had nothing additional to report. Ms. McCarthy questioned the three bomb threats at Portage Schools. Chief Miller advised that he was not contacted until after the fact.

E. Director of Public Works

Mr. Maul noted that a copy of his report was provided to Council prior to the meeting. Mr. Maul had nothing additional to report. Ms. McCarthy commended the Public Works Dept employees for all their efforts on the pipe project on Central Alley and the paving program. Mr. Yetsko informed Mr. Maul that there is a pothole on Branch Street Extension.

CORRESPONDENCE

Correspondence was presented to Council as follows:

The Dept of Veteran's Service sent notice of the funeral services for Mr. Walter Mintus

The Portage Food Pantry sent a thank you for 2018 donation to the Food Bank.

The Portage Senior Center sent a thank you for 2018 donation to the center.

The HarvestFest Committee sent a thank you for 2018 donation.

Portage WinterFest Committee sent notice of WinterFest 2018

The Cambria County Drug Coalition sent notice of a meeting to held on Thursday, November 15th, 2018 from 8:30 a.m.-10:00 a.m. at the Contres-Greer Hall in Northern Cambria.

MINUTES OF PREVIOUS MEETING

The minutes from the October 1st, 2018 regular meeting and the October 15th, 2018 Committee meeting were provided to Council prior to the meeting.

ON MOTION OF MR. WOZNIAK, SECONDED BY MR. YETSKO, COUNCIL UNANIMOUSLY APPROVED THE MINUTES FROM THE OCTOBER 1ST, 2018 REGULAR MEETING AND THE OCTOBER 15TH, 2018 COMMITTEE MEETING. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MORGAN, MR. YETSKO, MR. HAYES, MR. WOZNIAK, MR. KISSELL, AND MS. MCCARTHY. MOTION CARRIED 6-0.

BILLS AND TREASURER'S REPORT

Ms. McCarthy noted that copies of the bills, additional bills, and Treasurer's report were distributed for review by Council members prior to the meeting.

ON MOTION OF MR. HAYES, SECONDED BY MR. MORGAN, COUNCIL UNANIMOUSLY ACCEPTED THE TREASURER'S REPORT IN THE AMOUNT OF \$52,040.55 AND APPROVED THE BILLS AND ADDITIONAL BILLS BE PAID; AS PRESENTED IN WRITTEN FORM, IN THE AMOUNT OF \$51,975.93. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MORGAN, MR. YETSKO, MR. WOZNIAK, MR. HAYES, MR. KISSELL, AND MS. MCCARTHY. MOTION CARRIED 6-0.

REPORTS RECEIVED

Ms. McCarthy noted that reports were received from the Portage Water Authority (Sept) and the Portage Sewer Authority (Sept) LMIA-Oct, PARPC-Oct; PAJRC-Aug-Spet'18. Ms. McCarthy commented on the lack of representation from the Township Supervisors for attending the Planning Commission meeting. Mr. Morgan questioned how many meetings a member has to attend before being dismissed from the board for lack of attendance.

ON MOTION OF MR. KISSELL, SECONDED BY MR. MORGAN, COUNCIL UNANIMOUSLY ACCEPTED THE REPORTS RECEIVED AS NOTED ABOVE. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MORGAN,

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

UNFINISHED BUSINESS

Mr. Koban provided an update as follows:

- A. Update on Recreation Manager/Director position:
Mr. Koban advised that Mr. Longwill provided a new scope of work to be reviewed prior to submission of the grant. MR. Koban also commented that he is not very pleased with the grant writing services being provided to the Borough.
- B. Update on Borough Building Roof: Discussed under the Solicitor's report.
- C. Update on Trout Run Rehabilitation: No grant available as of yet. Inspection to be done on November 15th, 2018.
- D. PennDot project on SR 164-No Update
- E. Update on Main Street Phase II: There was no update.
- F. Update on Main Street Phase III Sidewalk: There was no update.
- G. Update on restroom project at Crichton McCormick Park-Mr. Koban advised that a meeting will be held this week with all contractors. Mr. Koban commended Brickley Construction and that they are great to work with. Mr. Kissell questioned security camera's around the restroom. Mr. Koban advised that there is an available slot on the system that is currently being used at the park. Mr. Koban also advised that the doors will be locked and the water is shut-off for the winter.
- H. Update on Sonman Avenue Bridge-Ther bridge is on the list with no update from the PennDot.
- I. Update on generator-A quote was received from Blair Auto in Duncansville in the amount of \$19,603.04 for a 45KW 3600. Mr. Maul advised that the quote did not include the pouring of a concrete pad, only installation on our pad. Mr. Koban advised that he is waiting on quotes from Lowes and Biter Electric.
- J. Update on retaining wall on Johnson Avenue
Mr. Koban apprised Council that the retaining wall project probably will not be completed this year due to the unfinished projects thus far for the Public Works Dept. Barriers will be placed in front of the wall for any deterrent of traffic.
- K. Update on sump pump drainage at the administration building-Remove from the agenda.
- L. Memorial Event for Mr. Walter Mintus-Discussed at the beginning of the meeting.
- M. Update on funding/hiring for PAJRC maintenance worker-The PAJRC will be attending a Township meeting in the near future to discuss the issue with the Supervisors.
- N. Update on volunteers for the Ice Hockey rink and PAHA meeting. Mr. Koban advised that a letter was sent to the PAJRC and the Hockey Association at the November committee meeting.

BUILDINGS

Mr. Koban provided the following update:

- A. Update on 1309/1315 Jefferson (Kissell) discussed earlier in the meeting.
- B. Update on 933 Sonman Ave (Greenawalt)-discussed earlier in the meeting.
- C. Update on 616 Dulancey Drive (Adams) discussed earlier in the meeting.
- D. Update on Shoenfield property for junk vehicles. -no update.
- E. Update on 828 North Railroad (Gaunts) discussed earlier in the meeting.
- F. Update on 720 Orchard Street (Plummer) discussed earlier in the meeting.
- G. Update on 406 Caldwell Avenue (Barclay) discussed earlier in the meeting.
- H. Update on 925 Main Street (Lewis) discussed earlier in the meeting.
- I. Update on expired demolition permit for 532 Dulancey Drive (Gaunt)-discussed earlier.
- J. Update on demolition of 1007 Conemaugh Avenue-waiting on the Cambria County Redevelopment Authority for grant funding.
- K. Discussion on the structure located at 633 Main Street (Homer's)
Mr. Koban advised that a complaint was received from citizens seeing rats going into the structure and that individuals were removing items from within. Ms. McCarthy commented that was informed that the property had sold through the County during the last tax sale. Ms. Claar contacted the Tax Claim Bureau and was advised that there were no properties Sold within the last three (3) years during any of the County Sales.

Ms. McCarthy commented that the structure at 800 Legion Avenue was purchased and demolished by the Portage American Legion. Mr. Wozniak commented that the view port is still intact on the property. Ms. McCarthy commented that she heard it was going to be used as a Veteran's Park.

NEW BUSINESS

- A. Review and approve the renewal for garbage collection services with Pro Disposal
Mr. Mike Bellvia submitted a renewal agreement for garbage collection services for 2019. Mr. Yetsko questioned the prices and Mr. Koban advised that they were same as in 2018.

ON MOTION OF MR. KISSELL, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY APPROVED THE GARBAGE COLLECTION SERVICES RENEWAL AGREEMENT WITH PRO DISPOSAL COMMENCING JANUARY 1ST, 2019 THROUGH DECEMBER 31ST, 2019. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MORGAN, MR. YETSKO, MR. HAYES, MR. KISSELL, AND MS. MCCARTHY. MOTION CARRIED 6-0.

- B. Review of letters of interest/re-appointment to the Water Authority, Joint Recreation, and Planning Commission.
Mr. Koban advised that re-appointment letters were received and suggested having the appointments to the various boards at the December meeting.

GOOD OF THE BOROUGH

The Cambria County Tax Claim will be having a tax sale on two properties within the borough on Friday, November 16th, 2018.

Borough Offices will be closed on Monday, November 12th, 2018 in observance of Veteran's Day.

WinterFest is scheduled for Friday, December 7th through December 9th, 2018.

There being no further business,

ON MOTION OF MR. KISSELL, SECONDED BY MR. WOZNIAK, COUNCIL UNANIMOUSLY MOVED TO ADJOURN. COUNCIL MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MORGAN, MR. YETSKO, MR. HAYES, MR. KISSELL, AND MS. MCCARTHY. MOTION CARRIED 6-0.

THE MEETING WAS ADJOURNED AT 7:30 P.M.