

**PORTAGE BOROUGH COUNCIL AGENDA**  
**March 17, 2025 Monday**  
**Committee of the Whole Meeting**

**1. CALL TO ORDER:**

Roll call and Pledge of Allegiance.

**2. CITIZENS INPUT ON AGENDA ITEMS:**

A period of not more than five (5) minutes will be allowed per visitor.

**3. CORRESPONDENCE**

Cambria County Solid Waste Management Authority beginning a Plan update.

The Portage Public Library will be hosting an event at the Royal Ballroom on Main Street in Portage called Dueling Pianos Show. This will take place on Saturday, April 5, 2025 at 7:00 p.m. (doors open at 5:30 p.m.) Tickets are \$35 per person, and this benefits the library.

**4. MINUTES OF PREVIOUS MEETINGS:**

Minutes of the March 3, 2025 regular meeting.

**MOTION:** That the minutes of the regular council meeting on March 3, 2025 be approved.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Aff \_\_\_\_\_ Nay \_\_\_\_\_ Abs: \_\_\_\_\_

**5. TREASURER'S REPORT**

Treasurers Report:

Tax Collector-Real Estate	\$16,382.07	Local Enabling Tax	\$13,714.18
Miscellaneous	\$952.17	Permits/Licenses/Cable	\$
Fines, Forfeitures	\$221.36	Intergovernmental	\$
Charge for Services	\$	Sanitation	\$15,557.14

**Total Revenue: \$ 46,826.92**

**MOTION:** That the Treasurer's report be accepted as presented.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Aff \_\_\_\_\_ Nay \_\_\_\_\_ Abs: \_\_\_\_\_

**I. UNFINISHED BUSINESS**

- A. Update on the Parks and Recreation Director position - an advertisement is currently posted on Indeed. Mr. Koban stated that he will review the applicants with Mr. Scarton to determine if anyone is qualified.
- B. Update on Borough Building roof - this is covered in Attorney Emerick's report.
- C. Update on 2021 PennDot MTF grant for Phase 5 Sidewalk Replacement awarded - A revised budget was sent to Mike Bowser and waiting on an agreement from PennDot. A walkthrough was done on February 28, 2025 at 8:00 a.m.
- D. Update on the Sonman Ave Bridge 12 Year Plan-survey submitted - the Planning Commission is reviewing the project. No update.

- E. Update on 2023 CFA MTF Phase 4 lighting grant awarded - A walkthrough was done on February 28, 2025 at 8:00 a.m.
- F. Updated on 2023 PennDot MTF Grant for Phase 5 Sidewalk Lighting - A revised budget was sent to Mike Bowser and is waiting on an agreement from PennDot. A walkthrough was done on February 28, 2025 at 8:00 a.m.
- G. Update on Portage Municipal Authority regarding hydrant fees and maintenance - being handled by Attorney Emerick.
- H. Update on the Waterline Project for the Portage Municipal Authority.
- I. Update on LSA Grant for license readers for the Police Department - waiting to hear on funding, which could take up to a year. Has been submitted.
- J. Update on No Left Turns proposed ordinance - A walkthrough was done on February 28, 2025, after the walkthrough at the park.

## **II. BUILDINGS**

- A. Update on 933 Sonman Avenue (Mark Greenwalt) - no update
- B. Update on 406 Caldwell Ave (Barclay/Ford) - Civil action being taken.
- C. Update on 909/911 Jefferson Avenue (Nicholson). The property owner is taking action through the Court of Appeals. Attorney Emerick is handling this.
- D. Update on 718 Prospect (Sims) - Attorney Emerick contacted the Assessment office and this property is still in Sims' name. Attorney Emerick stated that it can take up to several months before a property listing is changed. Attorney Emerick is going to contact the Recorder's office.
- E. Update on 705 Cambria Street (Ingleton) - Eric from Brickley Construction will be out this week to secure the roof and remove any sheeting that is loose. Eric stated that he will screw the roof down also, not knowing what is under it, and will be putting 4s down on the edges. A lien will be placed on this property.
- F. Update on 1304 Caldwell Avenue (Plummer/STR Land) - We are waiting for the deed. Nothing was submitted to LMIA. The property owner stated that he will make repairs in the springtime. Mr. Koban spoke with the property owner and did not hear back from him. Council has agreed to let LMIA handle this. Mr. Koban stated that he was unable to make contact with the property owner.
- G. Update on 803 Cambria Street (McCarter) - covered on LMIA's report and they are waiting for springtime for property owners to react.
- H. Update on 817/819 Jefferson Avenue (Plummer) submitted to LMIA. Waiting for springtime.
- I. Update on Double Bell LLC Building at 1017 Main Street - This building has been demolished. LMIA closed this out and the Borough can release the fire escrow.
- J. Update on 730 Sherman (Plummer) submitted to LMIA. Not able to make contact with the property owner. A letter was sent with no response. The next step is to file charges at the magistrate.
- K. Update on 808 Sherman Street (Sekerak) - Turned over to LMIA, who will speak with her as soon as the weather breaks. Claims she does not have the financing available.
- L. Update on 519 Orchard Street (Owens) - Turned over to LMIA. They are going to inspect the interior and exterior of this property. They will file charges with the magistrate if the repairs and cleanup have not been done.

**BILLS TO BE PAID**

Ms. Holland presented a listing of bills to be paid, which were distributed prior to the meeting.

MOTION: To approve the list of bills to be paid and additional bills to be paid, as written by Ms. Holland, in the amount of \$64,331.03. \*\*hydrants in the amount of \$7849.42 are included in this number.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Aff \_\_\_ Nay \_\_\_ Abs: \_\_\_\_\_

**III. NEW BUSINESS**

1. Review and approval to advertise a proposed ordinance amendment for no left-hand turns.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. HARRISON, COUNCIL UNANIMOUSLY AGREED TO TABLE THE APPROVAL OF THE ADVERTISEMENT OF A PROPOSED ORDINANCE AMENDING CHAPTER 15, SECTION §208 TURNING AT CERTAIN INTERSECTIONS PROHIBITED OR RESTRICTED. MOTION CARRIED 7-0.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Aff \_\_\_ Nay \_\_\_ Abs: \_\_\_\_\_

2. Review of the Water Authority's recently passed rules and regulations regarding meter pit installation

3. Approve advertisement of the 2025 audit.

TO APPROVE ADVERTISEMENT OF THE 2025 AUDIT AS PRESENTED.

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Aff \_\_\_ Nay \_\_\_ Abs: \_\_\_\_\_

**DISCUSSION:**

The Portage Public Library is requesting a variance from the Borough's fence setback requirements.

**GOOD OF THE BOROUGH:**

Cambria County Borough's Association is having their annual 2025 Spring Dinner Meeting at the Cresson American Legion on Tuesday, April 15, 2025. Deadline is Tuesday, April 1, 2025.

The Planning Commission will have a meeting on May 9, 2025 from 9:00 a.m. until 12:00 p.m. All of the organizations in the Borough are invited to attend.

**ADJOURNMENT:**

Moved \_\_\_\_\_ Seconded \_\_\_\_\_ Aff \_\_\_ Nay \_\_\_ Abs: \_\_\_\_\_

Adjourned at \_\_\_\_\_ PM