

PORTAGE BOROUGH COUNCIL AGENDA

Monday, June 16, 2025

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. MINUTES OF PREVIOUS MEETINGS:

Minutes of the June 2, 2025 regular council meeting were distributed prior to the meeting.

MOTION: That the minutes of the regular council meeting on June 2, 2025 be approved.

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

MOTION: That the minutes of the regular council meeting on May 19, 2025 be approved.

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

4. TREASURER'S REPORT

Treasurers Report:

Tax Collector-Real Estate	\$5,444.80	Local Enabling Tax	\$58,353.47
Miscellaneous	\$10,012.00	Permits/Licenses/Cable	\$100.00
Fines, Forfeitures	\$489.79	Intergovernmental	\$
Charge for Services	\$	Sanitation	\$16,737.41

Total Revenue: \$91,137.47

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

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

5. REPORTS

Minutes from April 14, 2025, May 12, 2025, and May 26, 2025 were received from the PAJPRC.

MOTION: That the above reports be accepted as presented.

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

6. UNFINISHED BUSINESS:

- Update on the Parks and Recreation Director position - Update on the Parks and Recreation Director position - Mr. Koban noted that he was unable to reach the other potential candidate for the Parks and Recreation Manager. He stated that the Parks and Recreation Commission has free advertisements, and is willing to try again however council would like to proceed.
- Borough building roof - this was covered in Attorney Emerick's 2025 report. An executive session was held in this regard on April 21, 2025.
- Update on the Sonman Ave Bridge 12 Year Plan-survey submitted - the Planning Commission is reviewing the project. No update.
- Update on 2023 CFA MTF Phase 4 lighting grant awarded - currently in engineering and design stages.
- Update on 2023 PennDot MTF Grant for Phase 5 Sidewalk Lighting - currently in engineering and design stages.

- F. Update on Portage Municipal Authority regarding hydrant fees and maintenance - being handled by Attorney Emerick. Executive session took place after the regular meeting.
- G. Update on the Waterline Project for the Portage Municipal Authority - revisions were made to the design plans by The EADS Group, which were received by Mr. Shura. The revised plans were reviewed. Waiting for conditions proposed in review letter to be met. Covered in Mr. Shura's report.
- H. 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.
- I. Update on No Left Turns proposed ordinance - Mr. Shura heard back from Rodney Hill, who asked Mr. Shura for some dates to come out. Mr. Shura set up some dates last week and is just waiting to go ahead and get that scheduled, and then will coordinate with Fran and anyone else who wants to be there.
- J. Blair Street truck restrictions: Cost estimate was provided by Mr. Shura in the amount of \$2,500. Council moved to go ahead with the study.

7. BUILDINGS

- A. Update on 933 Sonman Avenue (Mark Greenwalt) - no update
- B. Update on 406 Caldwell Ave (Barclay/Ford) -Civil action being taken. This is in the process of being transferred to a new owner.
- C. Update on 909/911 Jefferson Avenue (Nicholson) -
- D. Update on 718 Prospect (Sims) - Attorney Emerick contacted the Assessment office and this property is still in Sims' name.
- E. Update on 705 Cambria Street (Ingleton) - No update, council will need to decide on next move.
- F. Update on 803 Cambria Street (McCarter) - structure removed.
- G. Update on 817/819 Jefferson Avenue (Plummer) submitted to LMIA.
- H. 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. On the property maintenance report.
- I. Update on 808 Sherman Street (Sekerak) - called to let LIMA know that someone has been taking some of the junk in the garage, but she still needs help with her garage.
- J. Update on 519 Orchard Street (Owens) - Turned over to LMIA. They were to inspect the interior and exterior of this property. They were to file charges with the magistrate if the repairs and cleanup have not been done. Charges were filed on March 21, 2025. There was a hearing scheduled for May 1, 2025, but this has been continued. Property is currently being cleaned up by the new owner.
- K. Update on 1106 Caldwell Avenue (Plummer) - LMIA sent property maintenance complaint to the owner regarding trash accumulation.

8. 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 \$5,347.31. **Hydrants in the amount of \$9,929.32 are NOT included in this number and will NOT be paid.

Moved _____ Seconded _____ Aff ____ Nay ____ Abs: _____

9. NEW BUSINESS:

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

MOTION: To approve the advertising of a proposed ordinance amending Chapter 15, Section S208 turning at certain intersections prohibited or restricted.

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

2. MOTION: To pass Resolution No. 3-2025 to authorize the destruction of outdated documents as listed.

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

3. MOTION: To reimburse Mr. Robert Fox for mileage from his attendance at the PSAB Annual Conference in the amount of \$224.70.

4. Discussion of a proposed ordinance Amending Chapter 13 to add Part 5 which will require all businesses to be registered.

ADJOURNMENT:

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

Adjourned at _____ PM