

PORTAGE BOROUGH COUNCIL AGENDA

Monday, June 2, 2025

Regular Meeting

1. CALL TO ORDER:

Roll call and Pledge of Allegiance.

2. REPORTS:

a. Borough Manager

c. Engineer

e. Public Works Director

b. Solicitor

d. Police Chief

3. CITIZENS INPUT ON AGENDA ITEMS:

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

4. CORRESPONDENCE:

A letter was received from Lynne Kinley Doyle regarding garbage piled up in the alley of 519 Orchard Street.

5. MINUTES OF PREVIOUS MEETINGS:

Minutes of the May 5, 2025 regular council meeting were distributed prior to the meeting.

MOTION: That the minutes of the May 5, 2025 regular council meeting be approved.

Moved_____ Seconded _____ Aff_____ Nay_____ Abs:_____

Minutes of the May 19, 2025 Committee of the Whole meeting were distributed prior to the meeting.

MOTION: That the minutes of the May 19, 2025 Committee of the Whole meeting be approved.

Moved_____ Seconded _____ Aff_____ Nay_____ Abs:_____

5. TREASURER'S REPORT:

Treasurers Report:

Tax Collector-Real Estate	\$17,779.19	Local Enabling Tax	\$681.10
Miscellaneous	\$	Permits/Licenses/Cable	\$
Fines, Forfeitures	\$921.19	Intergovernmental	\$
Charge for Services	\$	Sanitation	\$16,737.41

Total Revenue: \$36,118.89

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

Moved_____ Seconded _____ Aff_____ Nay_____ Abs:_____

6. UNFINISHED BUSINESS:

- Update on the Parks and Recreation Director position – Mr. Koban had an interview scheduled with one of the two candidates. She did not show and Mr. Koban called her twice, with no answer. She emailed Theresa that she was offered another position. Mr. Koban will set up an interview with the other candidate.
- Update on Borough Building roof – this was covered in Attorney Emerick's March 3, 2025 report. No update.
- Update on 2021 PennDot MTF grant for Phase 5 Sidewalk Replacement awarded. Engineering and design phase.

- D. Update on the Sonman Ave Bridge 12 Year Plan-survey submitted. No update.
- E. Update on 2023 CFA MTF Phase 4 lighting grant awarded. Engineering and design phase.
- F. Update on 2023 PennDot MTF Grant for Phase 5 Sidewalk Lighting – Engineering and design phase.
- G. Update on Portage Municipal Authority regarding hydrant fees and maintenance – being handled by Attorney Emerick. A meeting was held with Mr. Wozniak and Mr. Cadwallader and representatives of the Authority on March 27th, 2025 at 5:30 p.m. Mr. Cadwallader stated that, more recently, the Authority performed flow testing on hydrants and put onto a tally sheet. Attorney Emerick did not feel that it looked like an official form. Flow testing was done on Caldwell Avenue, Conemaugh, and Cambria Street.
- 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 – A walkthrough was done on February 28, 2025. Mr. Brian Shura is to confirm next steps.
- J. Blair Street truck restrictions: Cost estimated was provided by Mr. Brian Shura in the amount of \$2,500.

7. 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 went to the Recorder's office and this property has not been sold and is still in Sims' name.
- E. Update on 705 Cambria Street (Ingleton) – Mr. Koban contacted Eric from Brickley Construction regarding an invoice for the repairs he did. Eric is not going to invoice the Borough for these repairs.
- F. Update on 803 Cambria Street (McCarter) – covered on LMIA's report and they are waiting for springtime for property owners to react. Mr. Koban is going to reach out to LMIA.
- G. Update on 817/819 Jefferson Avenue (Plummer) submitted to LMIA. Porch roof is caving in – was to do repairs in the spring. The porch has started to be removed.
- H. Update on 730 Sherman (Plummer) submitted to LMIA. According to the property maintenance report from LIMA, the smoke stack has been removed and they believe the property owner will start working on junk being removed soon.
- I. 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. This is on the property maintenance report. Mr. Koban spoke with Ms. Sekerak and she is waiting on someone to come take the trusses and stated that several garbage bags full of scrap were taken out of the house.
- J. Update on 519 Orchard Street (Owens) – Turned over to LMIA. Charges were filed on March 21, 2025. A hearing was scheduled for May 1, 2025 and this has been continued until June 2, 2025.
- M. Update on 1106 Caldwell Avenue (Plummer) – LMIA sent property maintenance complaint to the owner regarding trash accumulation.

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 \$8028.18. **hydrants in the amount of \$9929.32 are NOT included in this number and will NOT be paid.

Moved _____ Seconded _____ Aff ____ Nay ____ Abs: _____

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. Open bids

MOTION: To review the bids received for an approximate 2008 D-125 backhoe attachment for a Case skid loader.

Moved_____ Seconded _____ Aff_____ Nay_____ Abs:_____

MOTION: To open the bids received for a 2001 Ford F-350 Super Duty dump truck, 12,500 GVW with 63,000 miles Vin # 1FDWF37F21ED53196.

Moved_____ Seconded _____ Aff_____ Nay_____ Abs:_____

3. A request was received from Loraine Shedlock, President of the Portage Winterfest Committee, requesting closing of Main Street and use of the Mini Park on Main Street.

MOTION: To approve the limited access to Main Street on December 12, 2025 thru December 14, 2025 as follows: Main Street would be closed at Serenko Funeral Home, but to allow access to Mountain Avenue; closure at the former Caddie's Sunoco, but allow access to and from Johnson Avenue; and closing Conemaugh Avenue and Sonman Avenue just before the alley. Approval would also include closing Main Street from 4:30 p.m. to 8:45 p.m. on December 12, 2025 for sleigh rides, and additionally to include the use of the Mini Park on Main Street during those hours.

Moved_____ Seconded _____ Aff_____ Nay_____ Abs:_____

4. Review and discussion of painting and lighting in the underpass on Main Street, owned by Norfolk Southern.
5. Review and discussion regarding formal request from Mr. Wade Maul for easement and abandonment confirmation.

GOOD OF THE BOROUGH:

Pennsylvania Resource Council will be collecting household chemicals at Central Cambria High School on Saturday, June 7, 2025. Acceptable materials include: All paint products, household cleaners, aerosol cans, all batteries, automotive fluid, pesticides/herbicides, CFL bulbs, and pool chemicals. To see a complete list contact PRC.

ADJOURNMENT:

Moved_____ Seconded _____ Aff_____ Nay_____ Abs:_____

Adjourned at _____PM