



PORTAGE BOROUGH COUNCIL AGENDA

**Portage Borough Council Chambers
721 Main Street, Portage PA
6:30 pm
June 15, 2026
Regular Meeting**

Please make sure to silence your cell phones during the meeting

****This meeting will be live-streamed through Microsoft Teams.***

**** This meeting will be recorded.***

1. CALL TO ORDER

- a) Roll call**
- b) Pledge of Allegiance**
- c) Moment of Silence**

2. REPORTS

- a) Borough Manager – Verbal Report**

3. CORRESPONDENCE

- a) None**

4. CITIZENS INPUT ON AGENDA ITEMS

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

5. MINUTES OF PREVIOUS MEETINGS

- a) Minutes from the May 18, 2026 Council Meeting**
- b) Minutes from the June 1, 2026 Council Meeting**

a). **MOTION:** To approve the minutes from May 18th and June 1st, 2026 as presented.

Moved_____ Seconded _____ Aff _____ Nay _____ Abs: _____

6. TREASURER'S REPORT AND BILLS TO BE PAID

Treasurers Report – May 4th – June 3, 2026:

Tax Collector-Real Estate	\$
Delinquent Real Estate	\$
Special Tax Collector-EIT/LST	\$
Meter Collection	\$
Permits/Licenses/Cable	\$ 2,425.00
Fines, Forfeitures	\$ 3,429.59
Intergovernmental/Misc.	\$
Charge for Services	\$
Sanitation	\$
Total Revenue:	\$ 5,854.59

a) A Motion to approve the Treasurer's Report as presented

Moved_____ Seconded _____ Aff _____ Nay _____ Abs: _____

b) A Motion to approve the list of bills to be paid in the amount of \$27,524.67. (A list of bills to be paid was presented, which were distributed prior to the meeting.)

Moved_____ Seconded _____ Aff _____ Nay _____ Abs: _____

7. Motions

- a) Motion to advertise for a public hearing to update ordinance number 1-2023 § 406. SPECIAL PURPOSE PARKING ZONES ESTABLISHED; PARKING OTHERWISE PROHIBITED to add a handicap parking space at 713 Mountain Avenue to support Dr. Dale Goughnour's patient needs and to hold a public hearing on this matter on July 20th 2026 at 6:20 pm located at 721 Main Street, Portage Pa.

Moved_____Seconded _____Aff____Nay____Abs:_____

- b)** Motion to approve the capital cash purchase over a financed option to purchase the 2026 pickup truck for public works for a total cost of \$58,500 with the bed switchover and the plow mount installation included.

Moved_____Seconded _____Aff____Nay____Abs:_____

This was budgeted, but instead of financing, I am asking Council to purchase outright to avoid interest and fees.

- c)** Motion to approve the Notice of Award for the Bid for the Portage Borough Sidewalk Improvement Project, Phase 5 under contract No. 2026-01 to M and B Services, LLC. in the amount of \$686,715.49.

Moved_____Seconded _____Aff____Nay____Abs:_____

This was the lowest bid and recommended for approval at last meeting.

- d)** Motion to approve the final payment for Crichton McCormick Park Lighting Project with M and B Services, LLC. for the total amount of \$18,098.18, which includes the change amount of \$4,876.00, site restoration (\$4,477.26), and the 5% retainage held to date (\$8,744.92).

Moved_____Seconded _____Aff____Nay____Abs:_____

8. DISCUSSION ITEMS

- a)** Welcoming New Businesses!!

Welcome to a new Business in Town, the Frosted Easel.

The Frosted Easel's Facebook page is

<https://www.facebook.com/people/The-Frosted-Easel/61584793570875/>.

The Frosted Easel specializes in baked goods like cookies, mini treats, bagels, breads, and more. See our Agenda packet for more information.

Phone: 814-659-2773 | thefrostedeasel@gmail.com

10. UNFINISHED BUSINESS:

- a) None

11. BUILDINGS, FACILITIES, AND ROADS

- a) None

12. NEW BUSINESS:

- a) None

13. EXECUTIVE SESSION

A motion to exit the regular council meeting and enter executive session.

- a) Pursuant to Section 708(a)(4) of the Pennsylvania Sunshine Act, Council will enter into Executive Session to consult with the Borough Solicitor to receive confidential legal advice or discuss strategy in connection with active or identifiable potential litigation, including litigation regarding 2025-4778 and other legal matters.

A motion to exit executive session

Are there any motions to consider after the executive Session?

14. CITIZENS INPUT ON NON-AGENDA ITEMS

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

15. GOOD OF THE BOROUGH:

- a) No Meeting on Monday, July 6th, 2026 – Next Council Meeting will be July 20th, 2026.
- b) Public Hearing for the Billings Fence Variance to be held on July 20th at 6:15 pm.

16. ADJOURNMENT:

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

Adjourned at _____ PM



Respectfully Submitted,

Dr. Makayla (MK) Zonfrilli-Lang
Borough Manager

Microsoft Teams meeting

Join US live and to be posted on Facebook and YouTube afterwards:

<https://teams.microsoft.com/meet/26400477309274?p=IlPspizOl6tKqPKM5k>

Meeting ID: 264 004 773 092 74

Passcode: 2GX9YP92



**Portage Borough
Deposit Detail
June 1 - 15, 2026**

Type	Num	Date	Name	Account	Amount
Deposit	1025	06/05/2026	Bodies in Motion	100.000 · Sweep Account/Gl	330.00
Payment	1025	06/03/2026	Bodies in Motion	Undeposited Funds	-330.00
TOTAL					-330.00
Deposit	2923	06/05/2026	PORTAGE MOOSE LODGE	100.000 · Sweep Account/Gl	5,074.59
			James Batdorf	362.420 · Sidewalk/Street Per	-55.00
			Cambria County Controller's O	331.130 · County Fines	-3,429.59
Payment	0352	06/05/2026	The Vault	Undeposited Funds	-750.00
Payment	10410	06/05/2026	DIAL BEER CO., INC.	Undeposited Funds	-270.00
Payment	2923	06/05/2026	PORTAGE MOOSE LODGE	Undeposited Funds	-570.00
TOTAL					-5,074.59
Deposit		06/11/2026		100.000 · Sweep Account/Gl	450.00
Payment	10069	06/11/2026	AMVETS	Undeposited Funds	-450.00
TOTAL					-450.00

Portage Borough
Unpaid Bills Detail
As of June 15, 2026

	Type	Date	Num	Due Date	Aging	Open Balance
1st Summit Bank Visa						
	Bill	06/09/2026	2140	06/15/2026		3,797.25
Total 1st Summit Bank Visa						3,797.25
A's Small Engine						
	Bill	06/11/2026	806375	06/15/2026		14.60
Total A's Small Engine						14.60
Case Power & Equipment						
	Bill	06/11/2026	P14/18775	06/15/2026		169.07
Total Case Power & Equipment						169.07
Cresson Feed Mill Inc.						
	Bill	06/11/2026	IF35862	06/15/2026		140.00
Total Cresson Feed Mill Inc.						140.00
EMC Insurance Companies						
	Bill	06/12/2026	7003087871	06/15/2026		3,630.18
Total EMC Insurance Companies						3,630.18
Fran Steberger						
	Bill	06/11/2026	03063	06/15/2026		83.92
Total Fran Steberger						83.92
Gabriel Fera PC						
	Bill	06/11/2026	2863	06/15/2026		9,687.16
Total Gabriel Fera PC						9,687.16
Highland Sewer and Water Authority						
	Bill	06/11/2026	9727	06/15/2026		140.00

Portage Borough
Unpaid Bills Detail
As of June 15, 2026

	Type	Date	Num	Due Date	Aging	Open Balance
Total Highland Sewer and Water Authority						140.00
Kick's Garage & Towing						
	Bill	06/11/2026	13919	06/15/2026		62.00
Total Kick's Garage & Towing						62.00
Kuharchik Construction						
	Bill	06/11/2026	676	06/15/2026		411.71
Total Kuharchik Construction						411.71
LB Water Service, Inc.						
	Bill	06/11/2026	4043484	06/15/2026		164.00
Total LB Water Service, Inc.						164.00
M.T. Uniforms						
	Bill	06/11/2026	1748	06/15/2026		59.49
Total M.T. Uniforms						59.49
Martin Oil Company						
	Bill	06/05/2026	11735718	06/15/2026		548.14
Total Martin Oil Company						548.14
MEIT						
	Bill	06/11/2026	2026061503	06/15/2026		69.00
Total MEIT						69.00
PA One Call System, Inc.						
	Bill	06/11/2026	1167830	06/15/2026		48.80
Total PA One Call System, Inc.						48.80
Penelec						

Portage Borough
Unpaid Bills Detail
As of June 15, 2026

	Type	Date	Num	Due Date	Aging	Open Balance
	Bill	06/11/2026	1000107838	06/15/2026		182.03
	Bill	06/11/2026	1000838097	06/15/2026		42.33
Total Penelec						224.36
Peoples Natural Gas						
	Bill	06/11/2026	2000026806	06/15/2026		199.88
	Bill	06/11/2026	2000018166	06/15/2026		72.31
Total Peoples Natural Gas						272.19
Portage Area Joint Recreation Commission						
	Bill	06/12/2026	05-15-26	06/15/2026		937.50
Total Portage Area Joint Recreation Commission						937.50
Portage Auto Parts						
	Bill	06/09/2026	3645	06/15/2026		641.57
Total Portage Auto Parts						641.57
Quill Corporation						
	Bill	06/09/2026	2455122	06/15/2026		129.35
Total Quill Corporation						129.35
Shaffer Tree Service						
	Bill	06/11/2026	05-27-26	06/15/2026		500.00
Total Shaffer Tree Service						500.00
Stagers Distributing Company						
	Bill	06/11/2026	334637	06/15/2026		185.14
Total Stagers Distributing Company						185.14
Tribune Democrat						

Portage Borough
Unpaid Bills Detail
As of June 15, 2026

	Type	Date	Num	Due Date	Aging	Open Balance
	Bill	06/11/2026	2994074	06/15/2026		196.50
	Bill	06/11/2026	2994075	06/15/2026		196.50
Total Tribune Democrat						393.00
United Rentals						
	Bill	06/11/2026	260527018-1	06/15/2026		1,598.85
Total United Rentals						1,598.85
Verizon Wireless						
	Bill	06/11/2026	6144682480	06/15/2026		435.97
Total Verizon Wireless						435.97
Websurance						
	Bill	06/11/2026	WEBPA3122	06/15/2026		36.38
Total Websurance						36.38
TOTAL						24,379.63

Portage Borough Liquid Fuels Account

Unpaid Bills Detail

As of June 15, 2026

	Type	Date	Num	Due Date	Open Balance
New Enterprise Stone & Lime					
	Bill	06/12/2026	8829692	06/15/2026	460.97
	Bill	06/12/2026	8826792	06/15/2026	307.01
	Bill	06/12/2026	8824297	06/15/2026	437.40
Total New Enterprise Stone & Lime					1,205.38
Penelec					
	Bill	06/12/2026	100010783858	06/15/2026	182.04
	Bill	06/12/2026	100147889982	06/15/2026	79.80
	Bill	06/12/2026	100077894028	06/15/2026	34.99
	Bill	06/12/2026	100147889966	06/15/2026	41.51
	Bill	06/12/2026	100147889974	06/15/2026	58.20
	Bill	06/12/2026	100011950449	06/15/2026	2,797.54
Total Penelec					3,194.08
Portage Borough GF					
	Bill Pmt -Check	02/07/2025	1339		-7,544.50
Total Portage Borough GF					-7,544.50
TOTAL					-3,145.04

§ 106. SPECIAL EVENTS.

Where there are special events, programs or functions, properly organized and supervised by legitimate organizations that are civic minded, for the purpose of advancing recreation, character development, religious training and good citizenship in the young people of Portage Borough, the Portage Borough Police Department shall grant special consideration in all cases where the sponsoring organizations have given advance notice of the special event or program, so that all children, including minors as defined in this Part, may be permitted to proceed to and from such event, program or function without incident.

(Ord. 301 3/5/1973, § 6)



BLAIR COUNTY
1731 N. JUNIATA STREET
HOLLIDAYSBURG, PA 16648
TEL: 814.696.6280
FAX: 814.696.6240

June 3, 2026

Portage Borough Council
721 Main Street
Portage, PA 15946

RE: Portage Borough Sidewalk Improvement Project,
Phase 5
Contract 2026-1
Project No. 24-0037
RECOMMENDATION FOR AWARD

Submitted electronically only

Dear Council Members:

We are herewith presenting a summary of the bidding and bid review process for the Portage Borough Sidewalk Improvement Project, Phase 5, Contract 2026-1 and our recommendation for consideration of the award of the above referenced contract.

One (1) bid for the project was received and opened on June 1, 2026. The (1) bid received was from M and B Services, LLC from Clarion, Pennsylvania in the amount of six hundred eighty-six thousand seven hundred fifteen dollars and 49 cents (\$686,715.49).

The (1) bid received was checked for accuracy. The Bid Bond provided by M and B Services, LLC was checked against the Circular 570 list of approved bonding agencies and appear to be satisfactory. The remaining bid documents were completed in a satisfactory manner.

M and B Services, LLC has recently constructed the Crichton McCormick Park lighting project and previously constructed the sidewalks along Johnson Avenue and through Crichton McCormick Park and has provided quality work for the Borough of Portage.

The total available construction budget is \$730,478.00 as summarized below based on the Grant Agreement.

Construction Budget:			
	MTF Funds	Portage Borough	
Construction	\$683,500.00	\$12,193.00	\$695,693.00
Contingencies	\$17,800.00	\$16,985.00	\$34,785.00
		TOTAL	\$730,478.00
		AVAILABLE	

In consideration of the bids received and available budget, **we recommend the Borough award the project to M and B Services, LLC for the Base Bid in the amount of \$686,715.49.**

Portage Borough Council
RE: Recommendation for Award
June 3, 2026
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If you have any questions regarding this matter, please contact our office.

Sincerely,

Brian D. Shura

Brian D. Shura, P.E.
Senior Project Engineer

rjj

Enclosures

Cc: Project file

The Frosted Easel

roadside market



MENU



COOKIES

Regular Cookies

\$3 each or 2 for \$5

Specialty Cookies

\$5 each



MINI TREATS

Mini Cakes \$3 each

Cupcakes \$2 each



BREADS & BAKES

Sourdough Loaves \$8

Sweet Bread

\$2 per slice or \$8 per loaf



BAGELS & MORE

Bagels

\$1.50 each

Sourdough Flights

\$10



CLASSIC FAVORITES

Brownies

\$3 each or 2 for \$5

Muffins

\$3 each or 2 for \$5

Cinnamon Rolls

\$3 each

ALL ITEMS ARE
MADE FRESH
DAILY

Where flavor is a work of art

THANK YOU FOR SUPPORTING

♥ *small & local!* ♥



FOR BIGGER ORDERS,
PRE-ORDERING
REQUIRED

PLEASE CALL OR TEXT
814-659-2773



Thefrostedeasel@gmail.com



PRE-ORDER MENU

\$8 for 6
\$15 for dozen

Cookies (3oz)- optional filled with signature icing

Triple Chocolate
Chocolate Chip
Smores

Snickerdoodle
Oatmeal Cream
Cosmic Brownie



French Macarons

Chocolate
Mocha

Vanilla
Oreo

\$10 for 12
\$1 each

*filled with flavors of your choosing: vanilla, caramel, chocolate, mocha, mint, strawberry, peanut butter



Bagels

Cinnamon Raisin.
Onion.
Plain.

Everything
Cinnamon Sugar
Cheese & Herbs

\$8 for 6
\$1.50 per bagel

Sourdough (available in plain, Italian, cheese, and pizza) whole wheat or regular

\$1.50 per Bowl
\$8 per loaf

Round Loaf
Sandwich Loaf
English Muffins
Soup Bowls



Thefrostedeasel@gmail.com
814-659-2773