



PORTAGE BOROUGH VARIANCE PUBLIC HEARING

**Portage Borough Council Chambers
721 Main Street, Portage, PA
6:20 pm
July 20, 2026
Variance Public Hearing**

**This public hearing will be live-streamed through Microsoft Teams.*

** This public hearing will be recorded.*

**Variance Public Hearing
Billings – 904 Gillespie Avenue**

Pursuant to § 301. FENCE CONSTRUCTION, Ordinance 6-2021, a variance may be granted upon written request to Council. There are no fees for this type of variance request. (Ordinance attached).

Mr. & Mrs. Billings plan to replace their current fence from 1994 (currently 4ft. in height). They are requesting a Fence Variance to allow a 6ft. fence for the safety of their grandchildren and their household from potentially dangerous neighborhood animals (including dogs).

a. Presentation by the Property Owner (if present, but not necessary)

A presentation by the property owner is not necessary as this has been discussed multiple times over several meetings but if the property owner wishes to speak he/she may.

b. Public Comment

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

c. Seek a Motion to Adjourn the Variance Public Hearing for Mr. & Mrs. Billings for the property on 904 Gillespie Avenue.

Moved _____ Seconded _____ Aff _____ Nay _____ Abs _____

d. Seek a motion to adjourn the Public Hearing

Moved _____ Seconded _____ Aff _____ Nay _____ Abs _____



PORTAGE BOROUGH COUNCIL AGENDA

Portage Borough Council Chambers
721 Main Street, Portage, PA
6:30 pm
Ju, 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
- b) Solicitor
- c) Chief of Police
- d) Fire Department
- e) Engineer – See Attached
- f) Public Works Director
- g) Ambulance - See Attached

** Due to the interactive nature of our new Borough reports, we will no longer be doing written reports (except for the Engineer). The information that has historically been in the reports is being discussed directly during the meeting and reflected in the minutes. Directors/Department Heads/Consultants may give any additional input during the reports section of the meeting. If a Department Head/Director does not speak during reports, it can be assumed that the Borough Manager will cover those topics.*

3. CORRESPONDENCE

- a) Compliant filed with Department of Environmental Protection – Gillespie Ave. Sump Pump
- b) June 2, 2026 – Request for Signs – Children at Play & No Outlet – Eckenrode – 1023 S Railroad Street.
- c) 814 Orchard Street – Lucas – Pine Tree issue on Farren Street (vacant lot) – 2026-07-15

4. CITIZENS' INPUT ON AGENDA ITEMS



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

5. MINUTES OF PREVIOUS MEETINGS

- a) Minutes from the May 18th, 2026 Council Meeting
- b) Minutes from the June 1st, 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 – June 3, 2026 – July 3, 2026

Tax Collector-Real Estate	\$ 10,263.80
Delinquent Real Estate	\$
Special Tax Collector-EIT/LST	\$
Meter Collection	\$ 298.83
Permits/Licenses/Cable	\$ 1,680.00
Fines, Forfeitures	\$ 2,093.59
Intergovernmental/Misc.	\$ 307.70
Charge for Services	\$
Sanitation	\$ 56,012.03
Total Revenue:	\$ 70,655.95

7. Motions

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 \$208,245.09.**
(A list of bills to be paid was presented, which were distributed prior to the meeting.)

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____



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- c) **A Motion to Advertise for a Public Hearing and to schedule a Public Hearing for August 17th at 6:20 pm at the Portage Borough Building located at 721 Main Street, Portage, PA, to update Ordinance 5-2024 “Temporary Restoration,” Amending Street Ordinance, Section 1, SS112, Paragraph 1.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

Advertisement: Thursday July 30th and Thursday August 6th 2026

Public Hearing: August 17th 2026 at 6:20 pm

Ordinance 5-2024, Amending Street Ordinance, Section 1, SS 112

Paragraph 1: 3 inches of cold or warm mix bituminous pavement shall be installed flush, smooth and even with the surface of the adjoining pavement within seven (7) calendar days after the work is performed in roadway, sidewalk, curb or berm. *Note :* Berm restoration with the same type material as previous conditions.

Paragraph 2 : Each week, maintain temporary restoration in a smooth, level fashion, suitable for driving. The borough will provide the applicant with verbal notice and twenty-four hours to repair any unsatisfactory conditions if the applicant fails to rectify a defect which presents an immediate or imminent safety or health problem. The Borough or its agents may do the work and impose upon the applicant the cost thereof, together with an additional twenty percent of the cost.

- d) **Approval to file necessary paperwork to move forward with the Easements for Phase 5 Sidewalk project for easements related to Map number 47-03-113.000, 46.009-109.000, and 47.013-114.00. (See attached documentation)**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

- e) **Discussion and potential action on Contract No: C000097395 between the Commonwealth of Pennsylvania Financing Authority for the Local Share Account Grant Contract for the total amount of \$39,452.00 for the grant period of December 18, 2025 to June 30, 2028.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

- f) **Motion to discuss and potentially take action to install a 'No Outlet' sign and a 'Slow - Children at Play' sign at the intersection of South Railroad Avenue and Blair Street, and to direct the Public Works Department to order and install the signage.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____



PORTAGE BOROUGH COUNCIL AGENDA

No traffic study needed for these signs. Request from Gaile Eckenrode - 1023 S Railroad Avenue

- g) Motion to discuss and potentially take action on the date for Trick or Treat in the Borough for Saturday October 24th or Sunday October 26, 2026 from 4 to 6 pm.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

- h) Discussion and take potential action on hiring a full-time police officer at the rate of \$25.00 an hour to begin full-time on Tuesday July 21st, 2026.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

- i) Motion to approve Mr. Matthew Decort to organize the Portage Halloween Parade (2026).**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

Consideration of Peoples Natural Gas Depth of Cover Variance

- j) Motion to approve a variance request from Peoples Natural Gas reducing the required right-of-way depth of cover from 36 inches to 30 inches for Vine Street and Sonman Ave., and Jefferson Ave.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

This variance is granted specifically to mitigate the risk of striking existing water utility lines during excavation, contingent upon the submission of a completed permit application for this project.

- k) Discussion and Potential action on approving a local government training consultant Sam Toles with CiviSocial to provide an in-depth 3 day training program on October 30th to November 1st, on and related to ethics in social media, navigating social media, communication with residents through social media, social media law, and other related training for a training conference series to be open to Cambria and Bedford County local government participants for an amount not to exceed \$14,000.00 of which a portion of cost may be recuperated through reimbursement by sponsorships from training partners such as other local governments, contractors, and other sponsorship partners.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____



PORTAGE BOROUGH COUNCIL AGENDA

- l) **Discussion and potential action on paying for a percentage of the Borough Manager's ICMA training (International City and County Manager Association) that provides national and international City Manager credentials to members who complete the program and continue education set for October 17th to 21st in the amount not to exceed \$8,500.00.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

- m) **Discussion and Potential action on approving funds to host a training in local government law, local government organizational management, ethics, leadership, and other related training courses offered through an in-depth 3 day training program on October 30th to November for an amount not to exceed \$9,500.00 of which a portion of cost may be recuperated through reimbursement by sponsorships from training partners such as other local governments, contractors, and other sponsorship partners.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

- n) **Motion to approve the sponsorship and letter of support of the Summerfest Parade on August 8, 2026 to start at the intersection of Main Street & Caldwell Avenue proceeding through the intersection of Main Street & Johnson Ave., then down Johnson Ave. to the Park entrance.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

8. RESOLUTIONS

- a) **A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PORTAGE, CAMBRIA COUNTY, PENNSYLVANIA, AUTHORIZING THE TRANSFER OF UNAPPROPRIATED FUNDS FROM THE CAPITAL BUDGET TO THE GENERAL FUND AND AMENDING THE EARNED INCOME TAX ALLOCATION POLICY TO ALIGN WITH GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) STANDARDS.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

The total amount of unappropriated funds for 2026 = \$599,844.63

The total amount of Capital Improvement Funds allocation for 2026 = \$312,873.00

The total amount of Capital & Unappropriated Funds is \$912,717.63.

Unappropriated funds are monies held by a government or organization that have not been assigned, committed, or restricted to a specific purpose within the current adopted budget. In



PORTAGE BOROUGH COUNCIL AGENDA

municipal finance, this is frequently referred to as the **unassigned fund balance** or the general operating surplus.

Essentially, these funds represent the difference between a municipality's total available financial resources and its total appropriated (budgeted) expenditures, liabilities, and restricted reserves.

Strategic Role in Municipal Finance

Because they are not legally bound to a specific line-item expenditure, unappropriated funds act as a critical financial shock absorber. They provide operational flexibility and stability in several key ways:

- **Emergency Reserves:** They function as a "rainy day fund" to cover sudden, unbudgeted crises—such as an unexpected utility line collapse, emergency infrastructure repairs, or severe weather responses—without requiring immediate short-term borrowing.
- **Cash Flow Management:** They bridge the cash flow gap between when daily operational expenses are incurred and when major revenue sources, such as annual property tax collections or state grants, are actually deposited.
- **Credit Rating Strength:** Maintaining a healthy unappropriated fund balance demonstrates liquidity and prudent fiscal management. Credit rating agencies heavily weight this balance when evaluating creditworthiness for bond issuances or funding major capital improvement plans.

GFOA notes that between 10 to 20 % of your operating funds should be kept back for Capital (The

Borough's budget annually is about \$1.6 million therefore the Capital each year should be \$160,000 - \$320,000).

9. BID OPPENING: Carted Waste Collection Services Request for Proposals (RFP)

- a) A motion to acknowledge the receipt of the proposals for Carted Waste Collection Services, and to refer all submissions to the Borough Manager and Borough Solicitor for technical and legal review, with a final recommendation for award to be presented at a subsequent meeting.

10. DISCUSSION ITEMS

- a) Discussion of Alley and Fence Request near 1006 Webster Ave (Erik Castel & Lydia Bezilla).
- b) Finances from 2025 and 2026 – Wessel & Company LLC. Consulting Assistance.
- c) Replacement of Jet packs in Police Vehicles to Routers – Police Department – 100% Reimbursable - \$30 per month instead of \$40 per month that we pay now. (Jet Packs no longer supported for tech and maintenance).



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- d) Gillespie Ave drain – Sump Pump create water drainage - \$2,000 dollars which includes: Pipe, Drain Box, M-Top, Steel Grate, Tee Fitting and stone for backfilling. This will prevent that spot from freezing and causing unsafe conditions. The Borough does not have strict ordinances to address this at the private property level but can address this at the public road level.
- e) Road Conditions Update: Restoration Specifications for Streets with Non-Compliant Base Infrastructure; Discussion regarding the restoration methodology for Borough streets identified as having limited base depth (i.e., thin-layer asphalt over soil/red dog).
 - Representatives from the local Water Authority, Continental Construction, and EADS met with staff to coordinate compliance with the current street restoration ordinance.
- f) Discussion A resident has raised concerns regarding a large, reportedly dying pine tree located on private property near Apple Alley (in the rear of 821 / 823 Farren Street). The resident noted that the tree sheds excessive needles and poses a potential fall hazard to neighboring properties during severe weather. – Lisa Lucas 814 Orchard Street.
- g) Discussion on Johnstown Housing Authority, Water Authority, and Portage Borough regarding the documents found and update on the relationship between the entities.
- h) Discussion on partnership to clean the underpass on Main St. and Dulancey Dr. between the Fire Department and Public Works.
- i) Discussion on Norfolk Southern and the overgrowth of shrubs and greenery at the Underpass on Main St. and Dulancey Dr.
- j) Discussion on Continental Construction, ordinance enforcement and accountability.
- k) Discussion about Conemaugh Ave. (1009)(Vacant/demolished lot). Someone is interested in buying it.

11.UNFINISHED BUSINESS:

- a) None

12. BUILDINGS, FACILITIES, AND ROADS

- a) The Borough Manager will bring a copy of the Building report (if it is done) to the meeting and provide copies to the public for everyone to go over it.

13. NEW BUSINESS:

- a) None

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14. EXECUTIVE SESSION

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

a) Pursuant to Executive Session 708(a)(1) of the Pennsylvania Sunshine Act for the discussion of personnel matters.

A motion to exit executive session

Are there any motions to consider after the executive Session?

15. CITIZENS INPUT ON NON-AGENDA ITEMS

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

16. GOOD OF THE BOROUGH:

- a) Saturday, July 18, at 11:00 AM - Official dedication and unveiling of the new playground sign for Kids Place at Crichton McCormick Park. (See Attached)
- b) Crichton McCormick Park buried a time capsule to celebrate America 250th anniversary. (See Attached)

17. ADJOURNMENT:

Moved _____ Seconded _____ Aff _____ Nay _____ Abs: _____

Adjourned at _____ PM

A handwritten signature in black ink, appearing to read "MK Zonfrilli-Lang".

Respectfully Submitted,

Dr. Makayla (MK) Zonfrilli-Lang Borough
Manager
Portage Borough



PORTAGE BOROUGH COUNCIL AGENDA

Microsoft Teams meeting

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

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/280811130754272?p=cbykHu2U9QPS3IArsG>

Meeting ID: 280 811 130 754 272

Passcode: Ce6sR2bQ



Borough of Portage

PORTAGE, PENNSYLVANIA

Ordinance No.: 6-2021

*An Ordinance of the Portage Borough Council
Establishing Regulations and Guidelines for
the Construction of Fences Within the Borough*

WHEREAS, Council intends to establish regulations and guidelines for the construction of fences within the Borough; and

WHEREAS, Section 1202(5) of Pennsylvania's Borough Code (8 Pa.C.S. §101, et. seq.) provides that a borough may "make regulations as may be necessary for the health, safety, morals, general welfare and cleanliness and beauty, convenience, comfort and safety of the borough; and

WHEREAS, Section 1202(19) of the Borough Code authorizes boroughs to "make regulations respecting partition fences and the foundations and party walls of buildings"; and

WHEREAS, Section 501(11) of the Portage Borough Charter authorizes Council to "enact ordinances pertaining to any other matters not contrary to the laws of the Commonwealth which may appear to Council to be proper."

NOW THEREFORE, the Borough of Portage hereby ordains as follows:

Section 1. ***Permit Required.*** No person, corporation, partnership, company or other entity shall construct, install, add to or alter a fence in the Borough, unless a permit is secured therefore.

Section 2. ***Height Limitations.*** No fence shall be constructed which exceeds any of the following height limitations:

1. Forty-eight (48) inches in any front yard or street yard (side yard abutting a street);
2. Seventy-two (72) inches in any rear yard or non-street side yard.

Section 3. *Barbed Wire and other Unsafe Fencing Prohibited.* Barbed wire and all other fencing that is designed to cut or injure is prohibited.

Section 4. *Construction Standards.* Fences must be of good quality and must be firmly and sturdily footed in the ground. Portable fences, including but not limited to snow fences, shall not be used as a permanent fence. A fence is considered “permanent” if it remains situated on a property for a period in excess of thirty (30) days. This provision does not apply to construction fences which are erected upon properties that have validly permitted construction activities ongoing.

Section 5. *Treatment of Metal Fences.* Any fence erected which is made of a metal fabric or which is partially made of any metal fabric shall be galvanized or otherwise treated to prevent the formation of rust and the metal used in the fabric shall be at least eleven gauge or heavier, unless it is subject to other, more stringent regulations regarding fencing.

Section 6. *Maintenance and Sturdiness.*

1. Fences shall be maintained in a sturdy and good condition. Fences which become loose, rusted or rotted, whether in whole or in part, shall be repaired, replaced or removed.
2. Any fence that cannot support one hundred fifty (150) pounds without bending, breaking, leaning or moving shall be deemed unsturdy.
3. Any fence which exists in violation of this Section shall be deemed to be a public nuisance and abateable as such.

Section 7. *Proximity to Lot and Curb Lines.* Fences shall be set back a minimum of two (2) feet from all property lines, curb lines or other public rights-of-way.

Section 8. *Variances.*

1. Any property owner or tenant desiring to erect or maintain a fence which does not conform to the provisions of this Ordinance may make written application for a variance to the Borough Council.

2. Upon receipt of a variance request, the Borough Manager shall investigate the circumstances of the variance request and make a written recommendation to Council.
3. Council shall conduct a noticed public hearing within sixty (60) days of the written variance request and vote on whether or not to grant the request.

Section 9. *Fences in Existence at the Time of Enactment of this Ordinance.*

1. Sections 1 through 5 of this Ordinance shall not apply to fences which have been completely erected at the time of enactment.
2. The provisions of this Ordinance shall apply to any fences which replace a non-conforming fence.
3. Section 6 of this Ordinance shall apply to all fences within the Borough regardless of when constructed.

Section 9. *Penalties.* Whoever violates or fails to comply with any of the provisions of this Ordinance shall be fined not less than one hundred dollars (\$100.00) nor more than one thousand dollars (\$1,000.00) for each offense. A separate offense shall be deemed committed each day that the violation continues.

Section 10. *Repealer.* Ordinance 2-2021 is hereby Repealed.

ORDAINED AND ENACTED this seventh day of September, 2021

BOROUGH OF PORTAGE

By:


George J. Wozniak - President

Attest:

 (Seal)
Michelle D. Claar - Secretary

PART 3

MISCELLANEOUS REGULATIONS

§ 301. FENCE CONSTRUCTION.

- A. Permit required. No person, corporation, partnership, company or other entity shall construct, install, add to or alter a fence in the Borough, unless a permit is secured therefor.
- B. Height limitations. No fence shall be constructed which exceeds any of the following height limitations:
1. Forty-eight inches in any front yard or street yard (side yard abutting a street);
 2. Seventy-two inches in any rear yard or non-street side yard.
- C. Barbed wire and other unsafe fencing prohibited. Barbed wire and all other fencing that is designed to cut or injure is prohibited.
- D. Construction standards. Fences must be of good quality and must be firmly and sturdily footed in the ground. Portable fences, including but not limited to snow fences, shall not be used as a permanent fence. A fence is considered "permanent" if it remains situated on a property for a period in excess of 30 days. This provision does not apply to construction fences which are erected upon properties that have validly permitted construction activities ongoing.
- E. Treatment of metal fences. Any fence erected which is made of a metal fabric or which is partially made of any metal fabric shall be galvanized or otherwise treated to prevent the formation of rust and the metal used in the fabric shall be at least 11 gauge or heavier, unless it is subject to other, more stringent regulations regarding fencing.
- F. Maintenance and sturdiness.
1. Fences shall be maintained in a sturdy and good condition. Fences which become loose, rusted or rotted, whether in whole or in part, shall be repaired, replaced or removed.
 2. Any fence that cannot support 150 pounds without bending, breaking, leaning or moving shall be deemed unsturdy.
 3. Any fence which exists in violation of this section shall be deemed to be a public nuisance and abateable as such.
- G. Proximity to lot and curb lines. Fences shall be set back a minimum of 2 feet from all property lines, curb lines or other public rights-of-way.
- H. Variances.
1. Any property owner or tenant desiring to erect or maintain a fence which does not conform to the provisions of this section may make written application for a variance to the Borough Council.
 2. Upon receipt of a variance request, the Borough Manager shall investigate the circumstances of the variance request and make a written recommendation to Council.
 3. Council shall conduct a noticed public hearing within 60 days of the written variance request and vote on whether or not to grant the request.
- I. Fences in existence at the time of enactment of this section.
1. Subsections A through E of this section shall not apply to fences which have been completely erected at the time of enactment.
 2. The provisions of this section shall apply to any fences which replace a non-conforming fence.
 3. Subsection F of this section shall apply to all fences within the Borough regardless of when constructed.
- J. Penalties. Whoever violates or fails to comply with any of the provisions of this section shall be fined not less than \$100 nor more than \$1,000 for each offense. A separate offense shall be deemed committed each day that the violation continues.

(Ord. 6-2021, 9/7/2021)



ROTARY CLUB OF PORTAGE

PO Box 272 Portage, Pennsylvania 15946

Portage Borough Council
721 Main St
Portage PA 15946

July 8, 2026

The Rotary Club of Portage will once again be sponsoring the Summerfest Parade on August 8, 2026. The parade will start at the intersection of Main Street and Caldwell Avenue and proceed up to the intersection of Main Street and Johnson Avenue then down Johnson Avenue to the park entrance. The parade starts at 2:00 pm and should be over at approximately 2:45 pm. Main Street (route 164) should only be affected for approximately 20 minutes.

The Penn Dot permit application requires us to inform the municipality of our Rotary parade and also requires the municipality to provide Rotary with an approval letter. These letters need to be submitted with the application. I apologize for the short notice concerning our request.

Please email your approval letter or I can pick it up at the borough building. I can be reached at 814 322 2513 and my email address is mscarton@verizon.net.

On behalf of the Rotary Club of Portage, I would also like to take this time to thank the council and the employees of Portage Borough for all you do to assist Rotary with our events and projects.

Thank You!
Mike Scarton

A handwritten signature in cursive script that reads "Mike Scarton".

Rotary Parade Chair

PORTAGE BOROUGH*Engineer's Report for the July 20, 2026 Meeting*

Please be advised that we have the following to report for the period since our June 2026 report:

Pedestrian Corridor Enhancements – Remaining Phases:

- Phase 4 (Johnson Ave. and Crichton-McCormick Park): The contract is complete. A warranty walkthrough will take place this fall.
- Phase 5 (Main Street from the south side of at-grade railroad crossing to SR 0053): Phase 5 contract has been awarded to M and B Services, LLC. A preconstruction meeting is scheduled for July 21 at 1:00 pm. A notice to proceed date will be established at the preconstruction meeting and issued accordingly. Three easements need to be recorded. A check from the borough written out to "Recorder of Deeds" in the amount of \$278.25 will be needed for recording.

Sign Inventory (No Change):

- Information on Diamond Maps was presented to Borough Council at the March 20th meeting. It is our understanding the Borough is going to discuss with each Authority and Portage Township about moving forward collectively so utility, roadway, sign, and any other data is available to all four entities. Once the Borough would like to move forward with having a Diamond Maps GIS account established, SMA can prepare the GIS data and facilitate opening the account.

Blair Street Truck Restrictions – Engineering Study:

The final engineering study is attached and includes recommendations for placement of signs and approval from PennDOT for signage proposed within SR 164 right-of-way. Based on the study, trucks longer than 40' are prohibited from turning to or from Blair Street at the S. Railroad Ave. intersection.

Summary of Grant Applications:

- 2021 PennDOT MTF – Applied for Phase 5 Corridor Enhancements. The grant was awarded, and the project is currently out to bid with a Summer 2026 construction anticipated.
- 2023 CFA MTF – Applied for Phase 4 Corridor Enhancement Lighting. The grant was awarded and construction is nearly complete.
- 2023 PennDOT MTF – Applied for submission for Phase 5 Corridor Enhancement Lighting. The grant was awarded, and the project is currently out to bid with a Summer 2026 construction anticipated. This grant was combined with the 2021 PennDOT MTF grant.
- 2024 Local Share Account – The Borough was awarded this grant for the purchase of body cameras and license plate readers for the Borough Police Department. Once the grant agreement is received from DCED and executed, the Borough can proceed with purchasing the proposed equipment.
- 2025 Local Share Account – The grant application for the purchase of a sweeper truck was submitted. DCED is expected to announce awards no earlier than September 2026.

Rodney Jenkins will be attending the July 20th meeting in my place.

Respectfully Submitted,

Brian D. Shura

Brian D. Shura, P.E.



ENGINEERING AND TRAFFIC STUDY FOR RESTRICTIONS AS TO WEIGHT, SIZE, KIND OR CLASS, OR TYPE OF LOAD BASED ON HIGHWAY, BRIDGE, OR TRAFFIC CONDITIONS

PLEASE TYPE OR PRINT ALL INFORMATION IN BLUE OR BLACK INK

NOTE: TE-109 FORM IS TO BE COMPLETED AND APPROVED BY A PROFESSIONAL ENGINEER

A - LOCATION INFORMATION

COUNTY: CAMBRIA	MUNICIPALITY: PORTAGE BOROUGH
STREET NAME: BLAIR STREET	
LOCAL ROAD #: N/A	STATE ROAD #: N/A
POSTED SPEED LIMIT (PROVIDE SPEED LIMIT RANGE IF VARIES): NO POSTED SPEED LIMIT	ADT (PROVIDE ADT RANGE IF VARIES): UNKNOWN
RESTRICTED BETWEEN: SEGMENT: OFFSET:	TO SEGMENT: OFFSET:
LOCATION:	TO LOCATION:

B - REFERENCE INFORMATION

POLICY: PennDOT Publication 212	SECTION(S): 117(a), (b), (c), (d)
POLICY: MUTCD	SECTION(S): 2B.45
POLICY: PennDOT Publication 46	SECTION(S): 2.4 and 11.8
LAW: 75 Pa. C.S. Vehicle Code	SECTION(S): § 4902(a), (b) and 6109(a)(7)(13)
REGULATION: 67 Pa. Code	SECTION(S): § 189, § 191, and § 193
POLICY: PennDOT Publication 23	SECTION(S): 15.2
POLICY: PennDOT Publication 238	SECTION(S): Chapter 4
POLICY: BRIDGE MGMT. SYSTEM	SECTION(S): Items 4A02, 4A10, 4A15, VP02, VP03, VP04, VP05

C - STUDY ELEMENTS

FROM PENNDOT PUBLICATION 212 APPENDIX:

- | | | |
|--|--|--|
| ☐ Crash Analysis | ☐ Pavement Analysis | ☐ Traffic Volumes |
| ☒ Geometric Review | ☐ Speed Data | ☐ Other _____ |
| ☐ Past Experience | ☐ Structural Analysis | |

D - ATTACHMENTS LISTING

CHECK THOSE THAT APPLY AND ATTACH TO THIS FORM IN THE ORDER LISTED BELOW:

☐ 1. 10-Day Response Letter	☐ 8. Crash Rate	☐ 15. STAMPP Identification Data
☐ 2. Letter or Memo Requesting Study	☐ 9. Collision Diagram Plot	☐ 16. Speed Limit
☒ 3. Location Map	☐ 10. Speed Study	☐ 17. Traffic Signal Permit Plan
☐ 4. Straight Line Diagram	☐ 11. Warrant Analysis	☐ 18. Structural Analysis
☒ 5. Photographs	☐ 12. Multi-Way Stop or Truck Restriction Worksheet	☐ 19. Other _____
☒ 6. Field View Notes Drawing or Condition Diagram	☐ 13. Pavement Analysis	
☐ 7. Crash Extract	☐ 14. Traffic/Pedestrian Volumes	

Confidential - Traffic Engineering and Safety Study (For Department Use Only)

This document is the property of the Commonwealth of Pennsylvania, Department of Transportation. The data and information contained herein are part of a traffic engineering and safety study. This safety study is only provided to those official agencies or persons who have responsibility in the highway transportation system and may only be used by such agencies or persons for traffic safety related planning or research. The document and information are confidential pursuant to 75 Pa. C.S. § 3754 and 23 U.S.C. § 407 and may not be published, reproduced, released or discussed without the written permission of the Pennsylvania Department of Transportation.

E - SITE OBSERVATIONS

OPERATIONAL CHECKLIST:

- | | | | |
|--|---|--|---|
| 1. Do obstructions block a driver's view of pedestrians or approaching vehicles? | ☒ YES | ☐ NO | ☐ N/A |
| 2. Do drivers respond correctly to signals, signs, or other traffic control devices? | ☐ YES | ☒ NO | ☐ N/A |
| 3. Is there evidence of crashes (<i>skid marks, property damage, tree/bush damage, broken glass/vehicle parts, etc.</i>)? .. | ☒ YES | ☐ NO | ☐ N/A |
| 4. Are there violations of parking or other traffic regulations? | ☒ YES | ☐ NO | ☐ N/A |
| 5. Do drivers appear confused about routes, street names, or other guidance information? | ☐ YES | ☐ NO | ☒ N/A |
| 6. Have you observed the location during peak hours for volume, crash evidence, and traffic operations? ... | ☐ YES | ☒ NO | ☐ N/A |
| 7. Are there traffic flow deficiencies or traffic conflict patterns associated with turning movements? | ☒ YES | ☐ NO | ☐ N/A |
| 8. Are there significant delays and/or congestion? | ☐ YES | ☒ NO | ☐ N/A |
| 9. Are there vehicle/pedestrians conflicts? | ☒ YES | ☐ NO | ☐ N/A |
| 10. Are there other traffic flow deficiencies or traffic conflict patterns? | ☐ YES | ☒ NO | ☐ N/A |

PHYSICAL CHECKLIST:

- | | | | |
|--|---|--|---|
| 1. Can sight obstructions be removed or lessened? | ☒ YES | ☐ NO | ☐ N/A |
| 2. Do the street alignments or widths adequately accommodate the type of traffic using the roadway? | ☐ YES | ☒ NO | ☐ N/A |
| 3. Are curb radii adequate for turning vehicles? | ☐ YES | ☒ NO | ☐ N/A |
| 4. Are pedestrian crosswalks properly located? | ☐ YES | ☐ NO | ☒ N/A |
| 5. Does the usefulness, message, size, and replacement of the traffic signs conform to standards? | ☒ YES | ☐ NO | ☐ N/A |
| 6. Does the placement, visibility, glare, number of signal heads, and timing of the traffic signals conform to standards? | ☐ YES | ☐ NO | ☒ N/A |
| 7. Does the location of the pavement markings conform to standards? | ☐ YES | ☐ NO | ☒ N/A |
| 8. Is channelization (islands or pavement markings) adequate for reducing conflict areas,
separating traffic flows, and defining movements? | ☐ YES | ☐ NO | ☒ N/A |
| 9. Does the existing legal parking layout affect sight distance for through or turning vehicles? | ☐ YES | ☐ NO | ☒ N/A |
| 10. Does the pavement condition display any signs of base pushing, cross section deterioration,
surface failure (potholes, washboard, slick surface, etc.), or shoulder damage? | ☐ YES | ☒ NO | ☐ N/A |
| 11. Does the highway have adequate turning radii, horizontal width, or under clearance? | ☐ YES | ☒ NO | ☐ N/A |

F - SITE DATA

DATE DATA COLLECTED:

03/04/26

PERSON CONDUCTING STUDY:

Benjamin D. Young, EI

TITLE:

Project Designer

HIGHWAY RESTRICTION: THIS RESTRICTION IS BEING PLACED FOR THE REASON(S) INDICATED:

(Non-applicable criteria shall be indicated by N.A. in the space provided.)

- ☒ Geometric Review - The highway has inadequate turning radii, horizontal width, or under clearance at one or more locations and certain vehicle classes, loads or sizes should be prohibited.
- ☐ Past Experience- An analysis of highways under similar climatic conditions indicated that certain weight vehicles should have been or should be prohibited from the highway.
- ☐ Pavement Analysis- A pavement analysis and/or engineering judgement indicated either existing physical deterioration due to heavy vehicle use or expected future heavy vehicle use requires that certain weight vehicles be prohibited.

Pavement Type: N/A Thickness: N/A

General Condition: N/A Adequacy of Drainage: N/A

Base Pushing: N/A Cross Section Deterioration: N/A

Moderate/Severe Fatigue Failure of Surface: N/A Shoulder Damage: N/A

Other: N/A

This traffic engineering and safety study is confidential pursuant to 75 Pa. C.S. § 3754 and 23 U.S.C. § 407 and may not be disclosed or used in litigation without written permission from PennDOT.

F - SITE DATA (CONTINUED)

☐ Traffic Generators- One or more of the following traffic generators exists or is in the planning and/or development stage and can only be reached by this road:

- | | | | |
|--|---|---|---|
| ☐ Coal Strip Mining | ☐ Horizontal Well (i.e. Marcellus Shale) | ☐ Vertical Gas Wells | ☐ Water Withdrawal |
| ☐ Quarry Operation | ☐ Manufacturing or Assembly Plant | ☐ Shopping Mall | ☐ Water Treatment Facility |
| ☐ Warehouse | ☐ Trucking Terminal | ☐ Logging | |
| ☐ Other <u>N/A</u> | | | |

Since pavement analysis, engineering judgement and/or past experiences of like or similar roadways have indicated that certain weight vehicles have or are likely to seriously damage the roadway and/or shoulders, it is likely that one or more of the following type of damage may be incurred:

Base Pushing: N/A Cross Section Deterioration: N/A

Moderate/Severe Fatigue Failure of Surface: N/A Shoulder Damage: N/A

Other: N/A

EXISTING BRIDGE RESTRICTION AS PER PUBLICATION 238 (See Note Below):

Does the bridge have poor alignment, or substandard horizontal or vertical clearance? ☐ YES ☐ NO ☒ N/A

(NOTE: All bridge analysis and restrictions are conducted by the Bridge Unit. Contact District Bridge Unit for verification.)

G - REMARKS

The study was undertaken due to large trucks using Blair Street to access South Railroad Avenue and Leman Machine Company. The pavement widths and turning radii at the intersection of Blair Street and South Railroad Avenue cannot accommodate large truck turning movements. Large trucks that attempt turns from Blair Street onto South Railroad Avenue are damaging adjacent properties and impeding on pedestrian facilities (see attached photos). These turning movements cause a hazardous situation, and the goal of the study is to identify and establish the appropriate signs to keep large trucks from accessing Leman Machine Company via Blair Street. See the attached sign plan view exhibit for proposed sign locations. Three (3) of the proposed sign locations are along State Route 164 (Main Street) and approval from PennDOT was granted for placement of these signs.

H - ENGINEERING JUDGEMENT

Based on the geometric constraints of the Blair Street/South Railroad Avenue intersection, additional signs are warranted to keep large trucks away from Blair Street. AutoTurn turning movements (see attached) were simulated and it has been determined that trucks over 40 feet should be restricted from Blair Street at this location. Trucks over 40 feet should follow SR 164 (Main Street) to South Railroad Avenue for access to Leman Machine Company.

I - APPROVAL

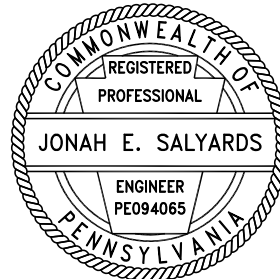
CONDUCTED & APPROVED BY PROFESSIONAL ENGINEER:

NAME (PRINT): Jonah E. Salyards, PE

TITLE: Project Engineer DATE: 06/26/26

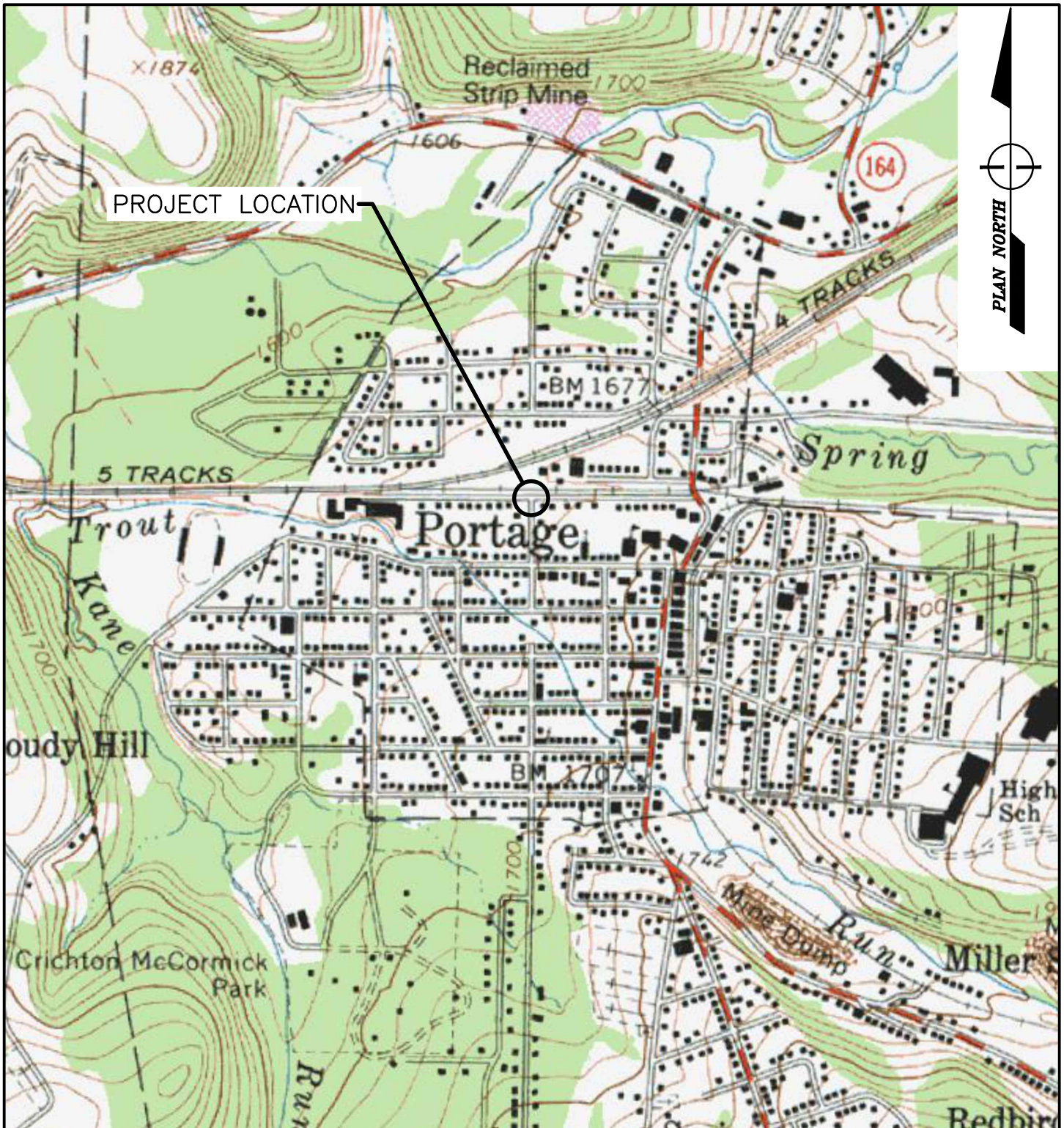
SIGNATURE: Jonah E. Salyards

PROFESSIONAL ENGINEER SEAL:



This traffic engineering and safety study is confidential pursuant to 75 Pa. C.S. § 3754 and 23 U.S.C. § 407 and may not be disclosed or used in litigation without written permission from PennDOT.

Location Map



1731 N. Juniata Street
Hollidaysburg, PA 16648
Phone: 814.696.6280 Fax: 814.696.6240

PROJECT LOCATION MAP

REF: USGS MAP

BLAIR STREET TRAFFIC STUDY

PORTAGE BOROUGH
CAMBRIA COUNTY
PENNSYLVANIA

SCALE: 1" = 1,000'

00-0002.204

Photographs



Portage Borough
Blair St/S Railroad Ave Intersection
Photo Sheets



Photo 1: Blair Street - Looking North at S Railroad Avenue T-Intersection



Photo 2: Blair Street - Looking Northwest at S Railroad Avenue T-Intersection



Photo 3: Blair Street - Looking Northeast at S Railroad Avenue T-Intersection



Photo 4: Blair Street - Left Turn Impacts to Sidewalk



Photo 5: Blair Street - Left Turn Impacts to Fence and Trees



Photo 6: Blair Street - Right Turn Impacts to Yard



Photo 7: S Railroad Avenue - West Approach Looking East



Photo 8: S Railroad Avenue - West Approach Looking Northeast



Photo 9: S Railroad Avenue - West Approach Looking Southeast



Photo 10: S Railroad Avenue - East Approach Looking West



Photo 11: S Railroad Avenue - East Approach Looking Northwest



Photo 12: S Railroad Avenue - East Approach Looking Southwest

Concept Plan

Blair Street Traffic Study

Portage Borough, Cambria County, PA

Legend

TRUCKS TO
LEMAN
MACHINE
←

30" X 36" SIGN
4" SERIES C
LETTERING
WHITE TEXT ON
BLUE
BACKGROUND
MOUNT TO
EXISTING LIGHT
POST

TRUCKS TO
LEMAN
MACHINE
↑

30" X 36" SIGN
4" SERIES C
LETTERING
WHITE TEXT ON
BLUE
BACKGROUND
MOUNT TO
EXISTING UTILITY
POLE

TRUCKS TO
LEMAN
MACHINE
→

30" X 36" SIGN
4" SERIES C
LETTERING
WHITE TEXT ON
BLUE
BACKGROUND
MOUNT TO
EXISTING LIGHT
POST

NO TRUCKS
(R5-2)
OVER 40 FEET
(R5-2-4P)

TRUCKS TO
LEMAN
MACHINE
↑

30" X 36" SIGN
4" SERIES C
LETTERING
WHITE TEXT ON
BLUE
BACKGROUND
MOUNT TO
EXISTING UTILITY
POLE

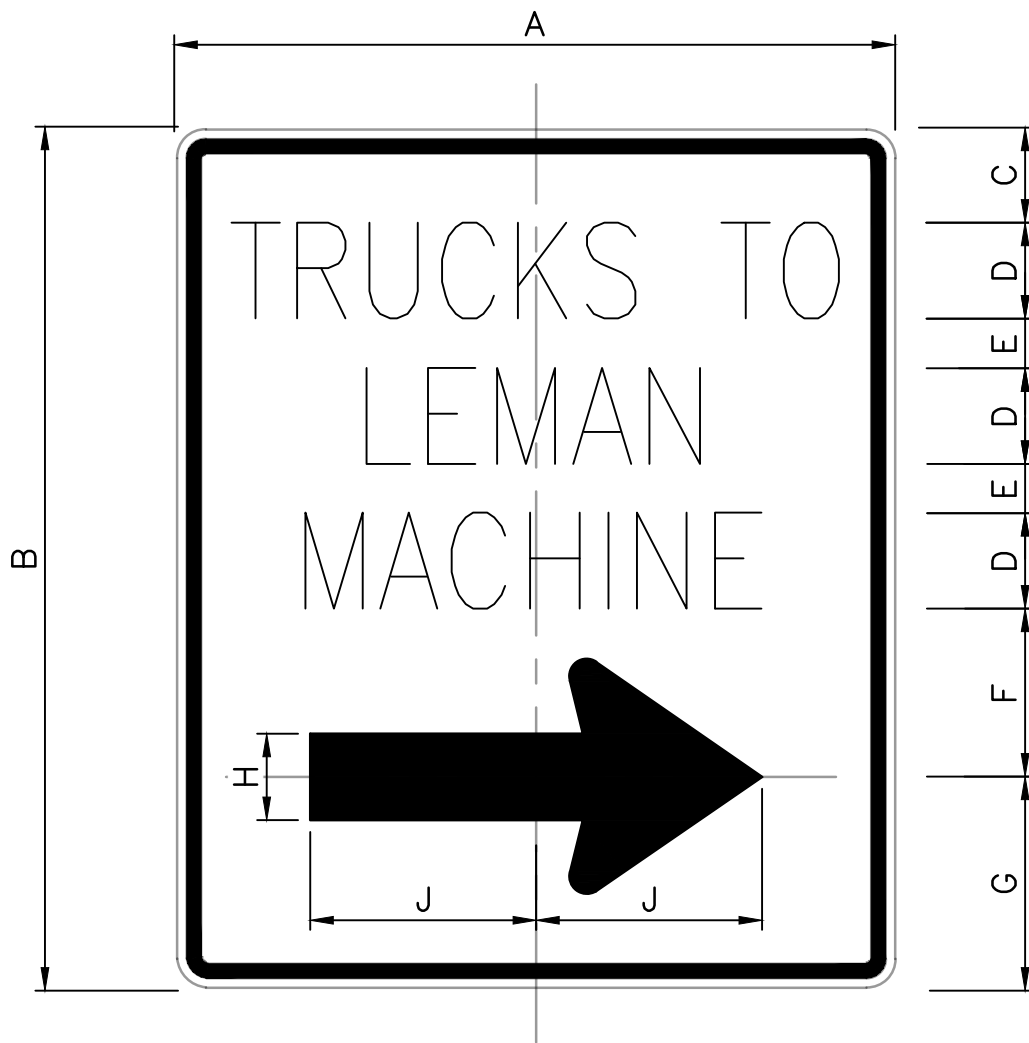
Google Earth

Image © 2026 Airbus



800 ft

SR 164 Sign Details



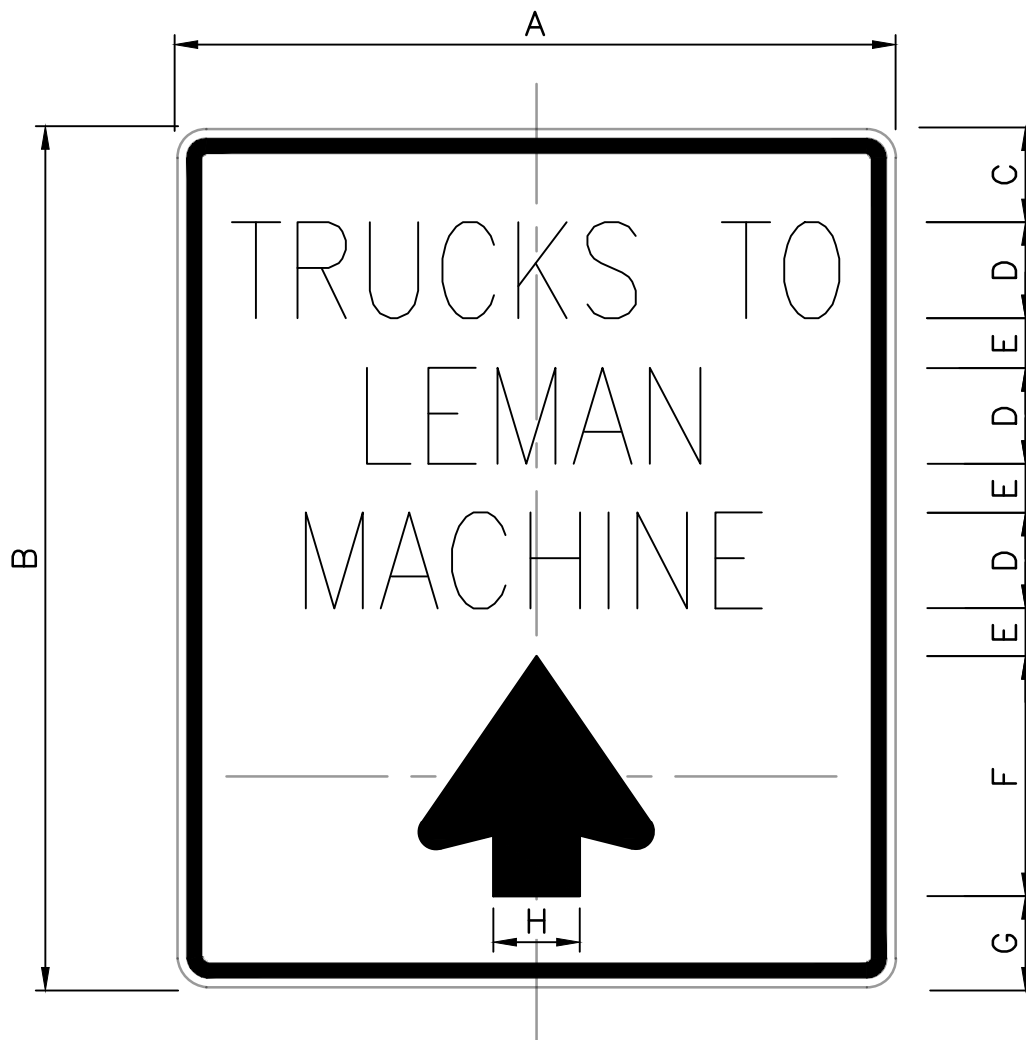
NOTE: SEE STANDARD ARROW FOR DIMENSIONS OF ARROWHEAD

DIMENSIONS – IN										
SIGN SIZE A x B	C	D	E	F	G	H	J	MAR- GIN	BOR- DER	BLANK STD.
30" x 36"	4.0	4C	2.0	7.0	9.0	3.6	9.0	0.4	0.6	B5-3630

COLOR:

LEGEND, ARROW AND BORDER:
WHITE (REFLECTORIZED)

BACKGROUND:
BLUE (REFLECTORIZED)



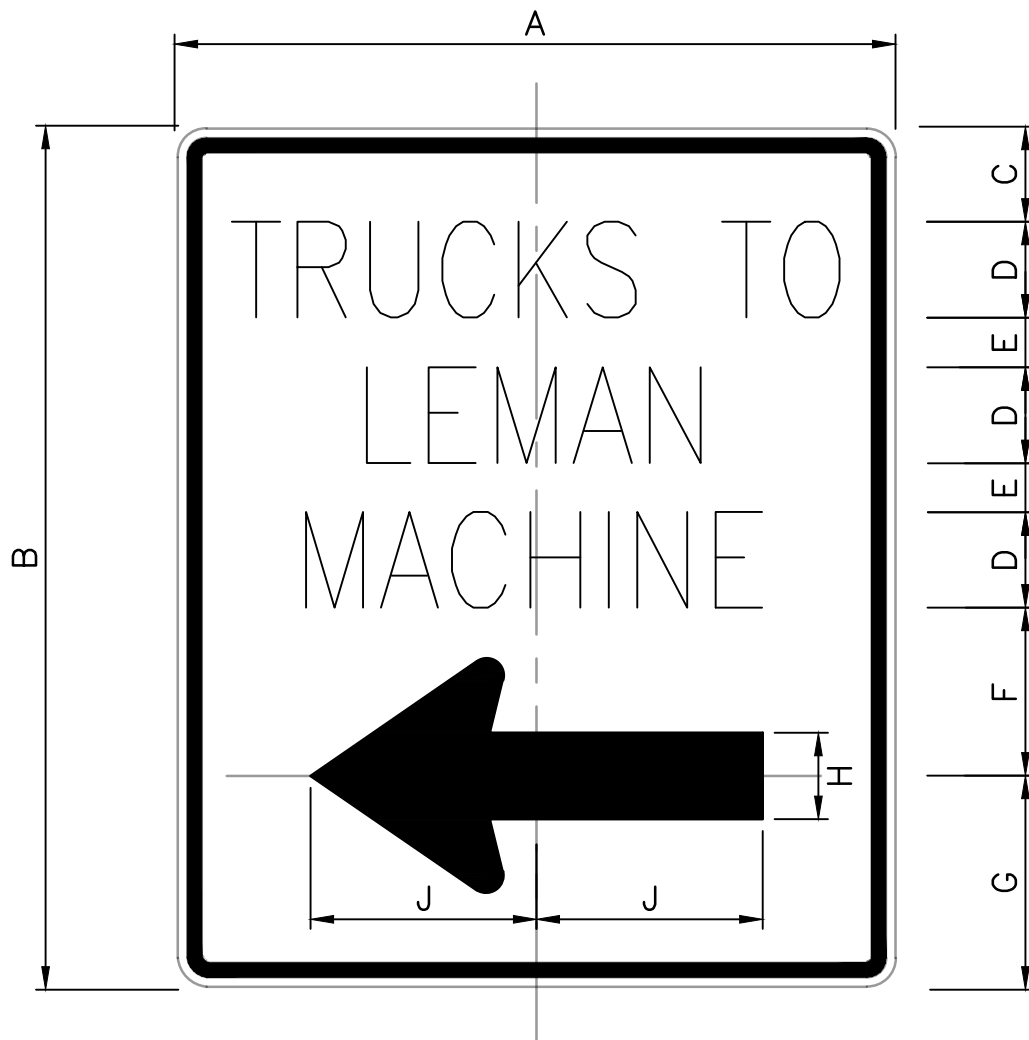
NOTE: SEE STANDARD ARROW FOR DIMENSIONS OF ARROWHEAD

DIMENSIONS – IN									
SIGN SIZE A x B	C	D	E	F	G	H	MAR- GIN	BOR- DER	BLANK STD.
30" x 36"	4.0	4C	2.0	10.0	4.0	3.6	0.4	0.6	B5-3630

COLOR:

LEGEND, ARROW AND BORDER:
WHITE (REFLECTORIZED)

BACKGROUND:
BLUE (REFLECTORIZED)



NOTE: SEE STANDARD ARROW FOR
DIMENSIONS OF ARROWHEAD

DIMENSIONS – IN										
SIGN SIZE A x B	C	D	E	F	G	H	J	MAR- GIN	BOR- DER	BLANK STD.
30" x 36"	4.0	4C	2.0	7.0	9.0	3.6	9.0	0.4	0.6	B5-3630

COLOR:

LEGEND, ARROW AND BORDER:
WHITE (REFLECTORIZED)

BACKGROUND:
BLUE (REFLECTORIZED)

"TRUCKS TO LEMAN MACHINE"

TABLE OF WIDTHS AND SPACES (REFER TO PENNDOT PUB. 111M – TC-8700C)

SERIES C – 4 INCH

	T		R		U		C		K		S		T		O	
2.4	2.4	0.6	2.2	0.7	2.2	0.8	2.2	0.8	2.2	0.5	2.2	3.0	2.4	0.6	2.4	2.4

LETTERS = 18.2

SPACES = 11.8

TOTAL = 30.0

	L		E		M		A		N	
8.1	2.0	0.6	2.0	0.7	2.6	0.6	2.6	0.5	2.2	8.1

LETTERS = 11.4

SPACES = 18.6

TOTAL = 30.0

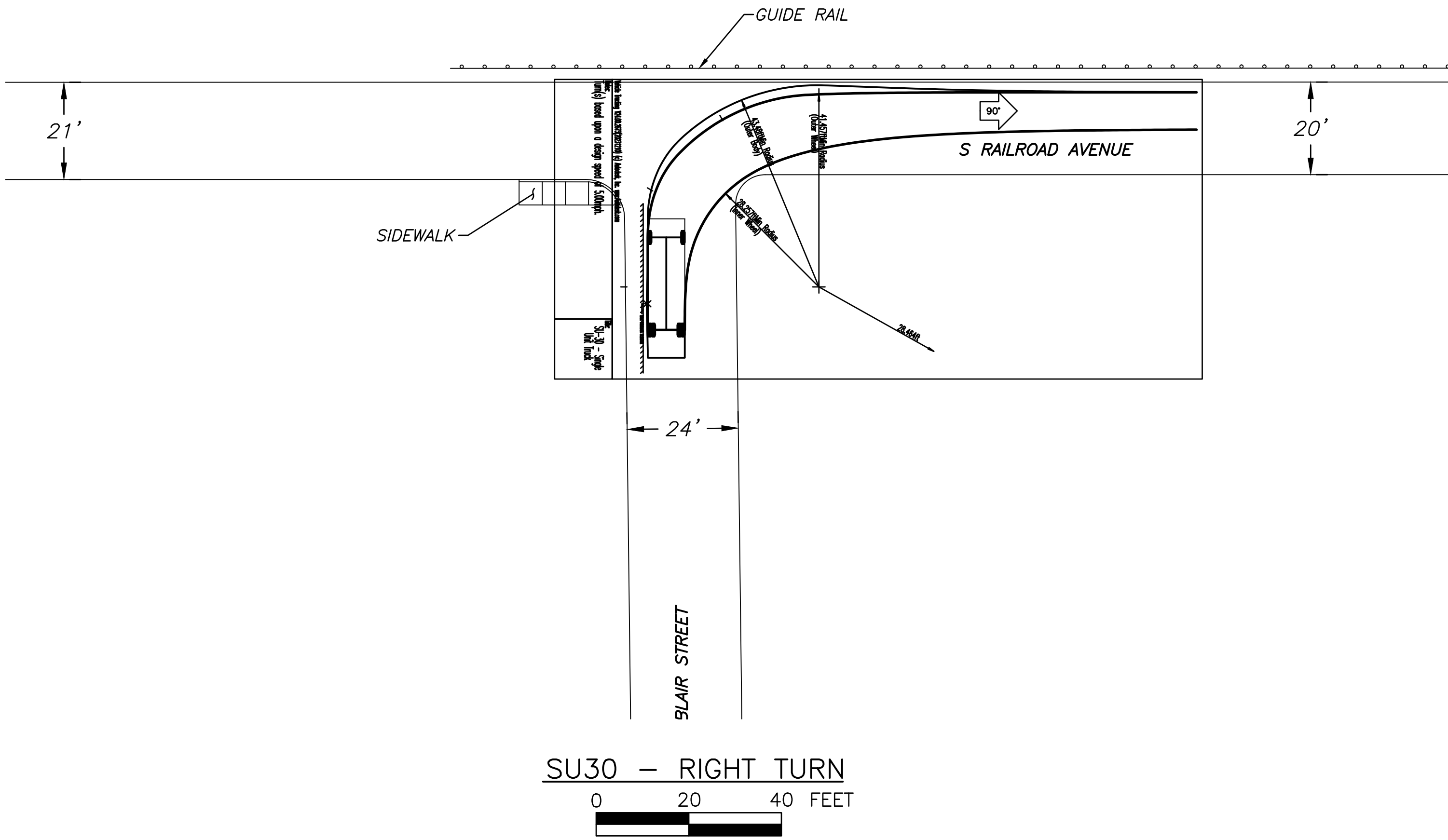
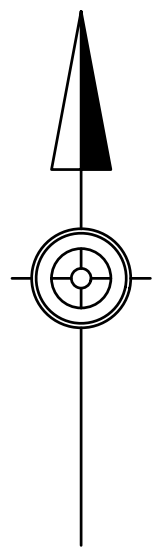
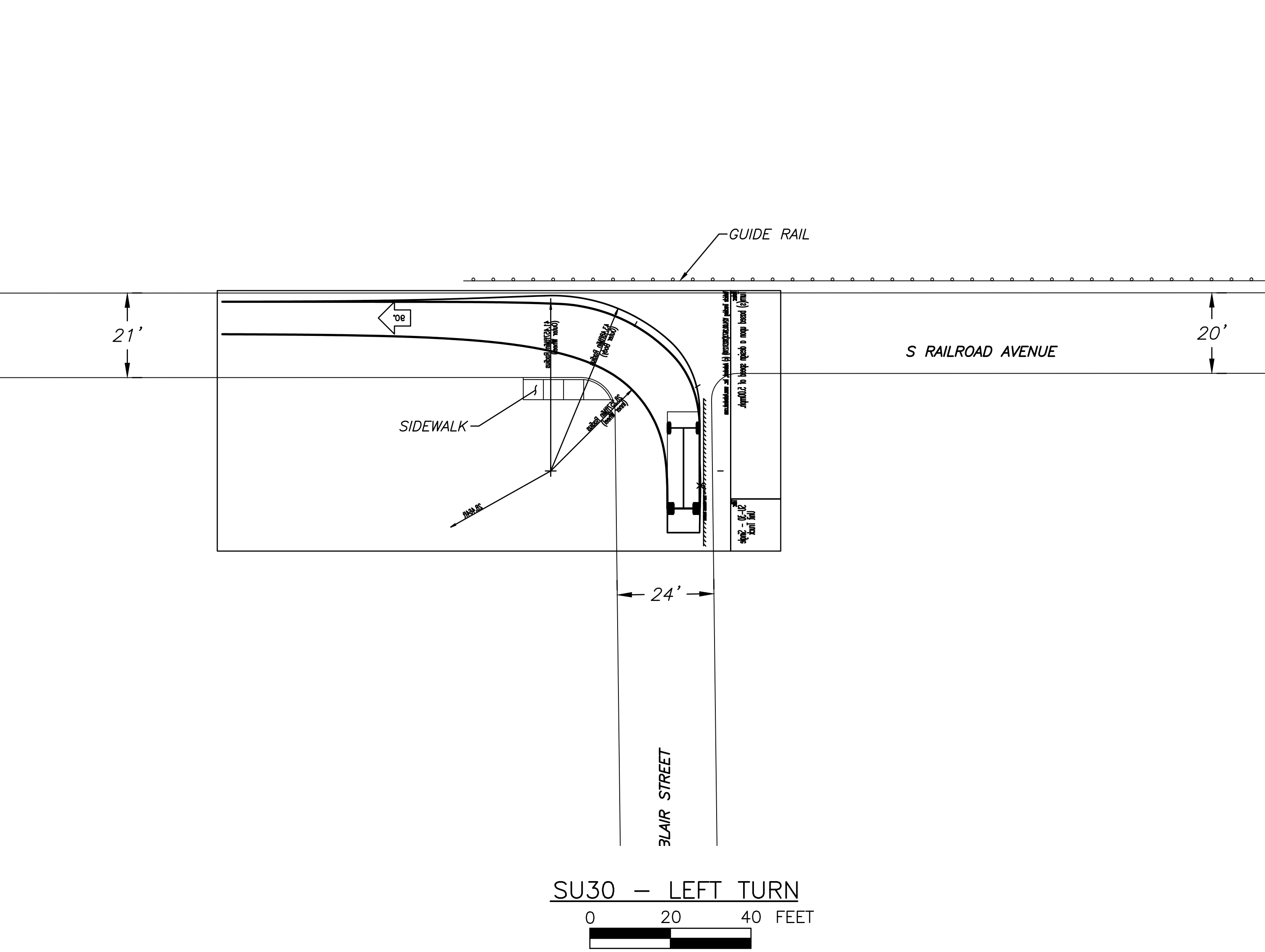
	M		A		C		H		I		N		E	
5.6	2.6	0.6	2.6	0.4	2.2	0.8	2.2	0.9	0.6	0.8	2.2	0.9	2.0	5.6

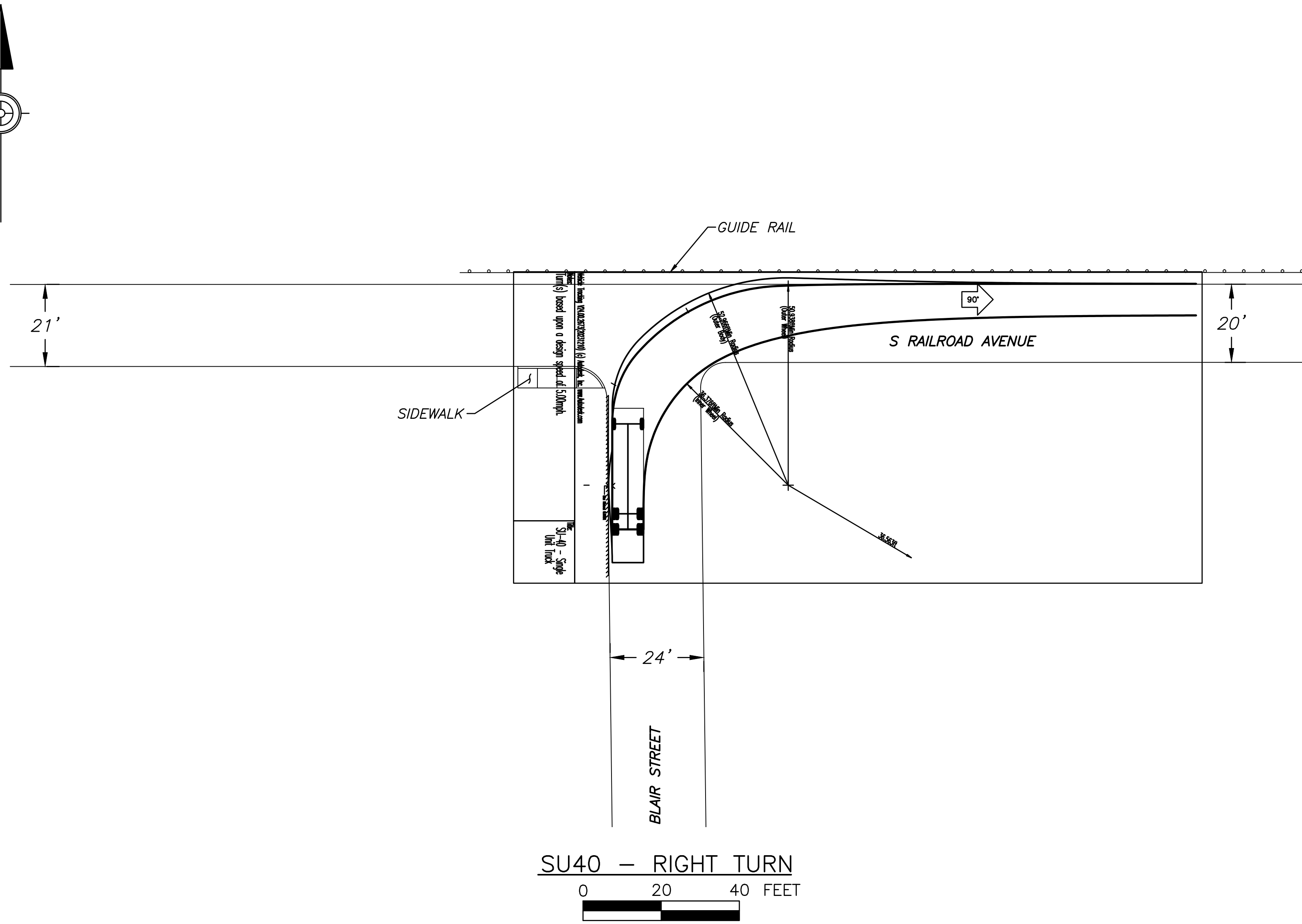
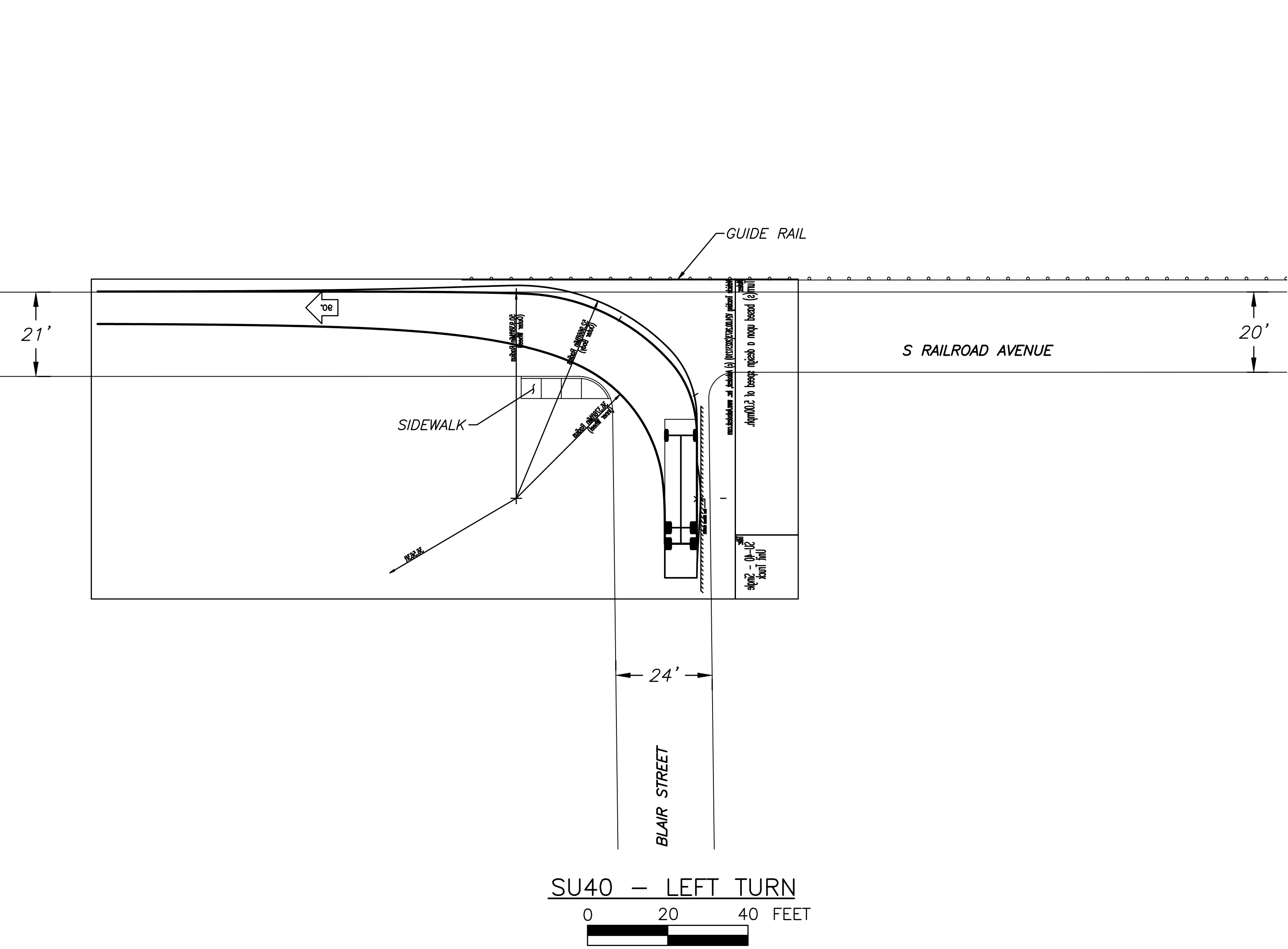
LETTERS = 14.4

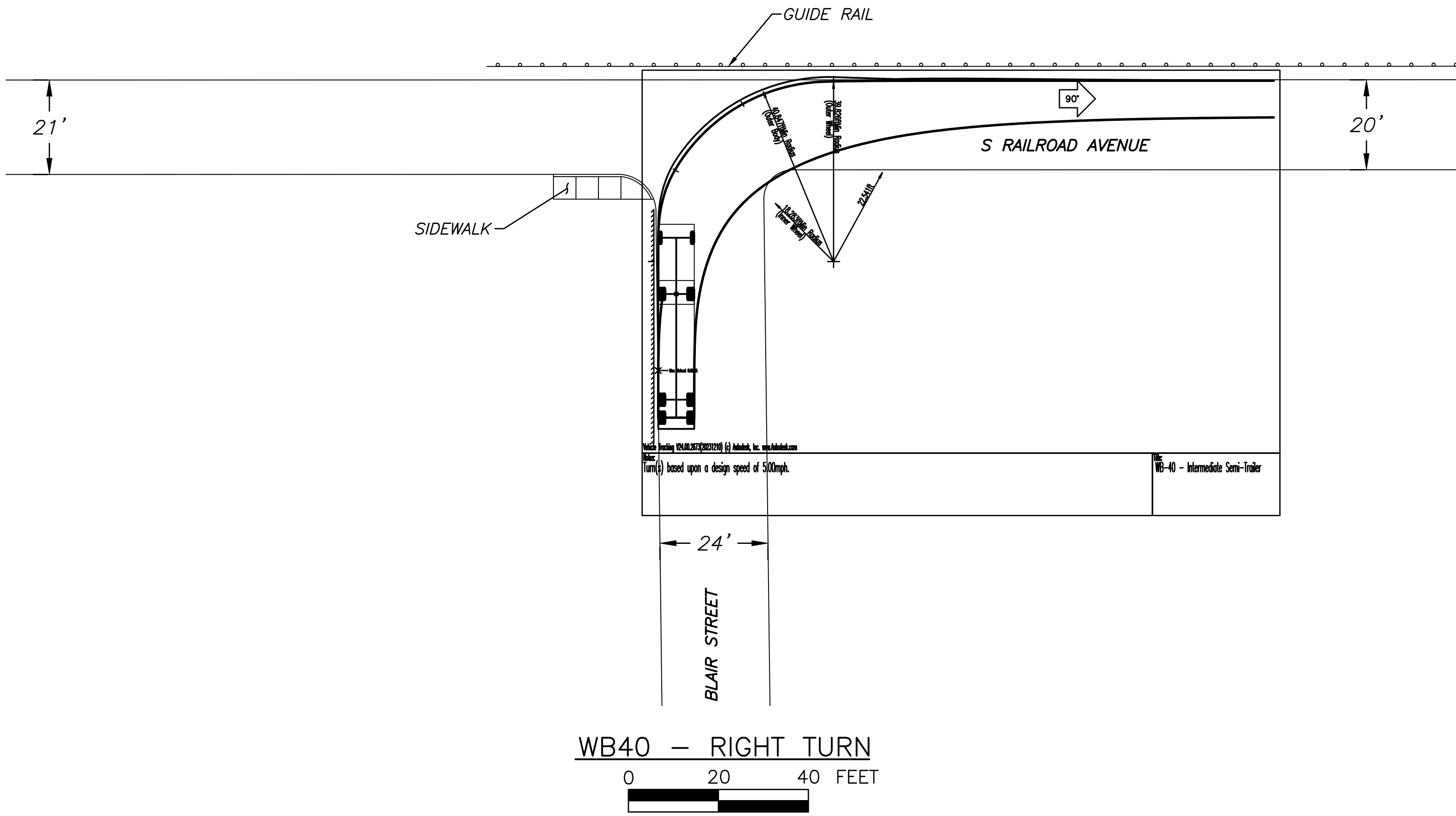
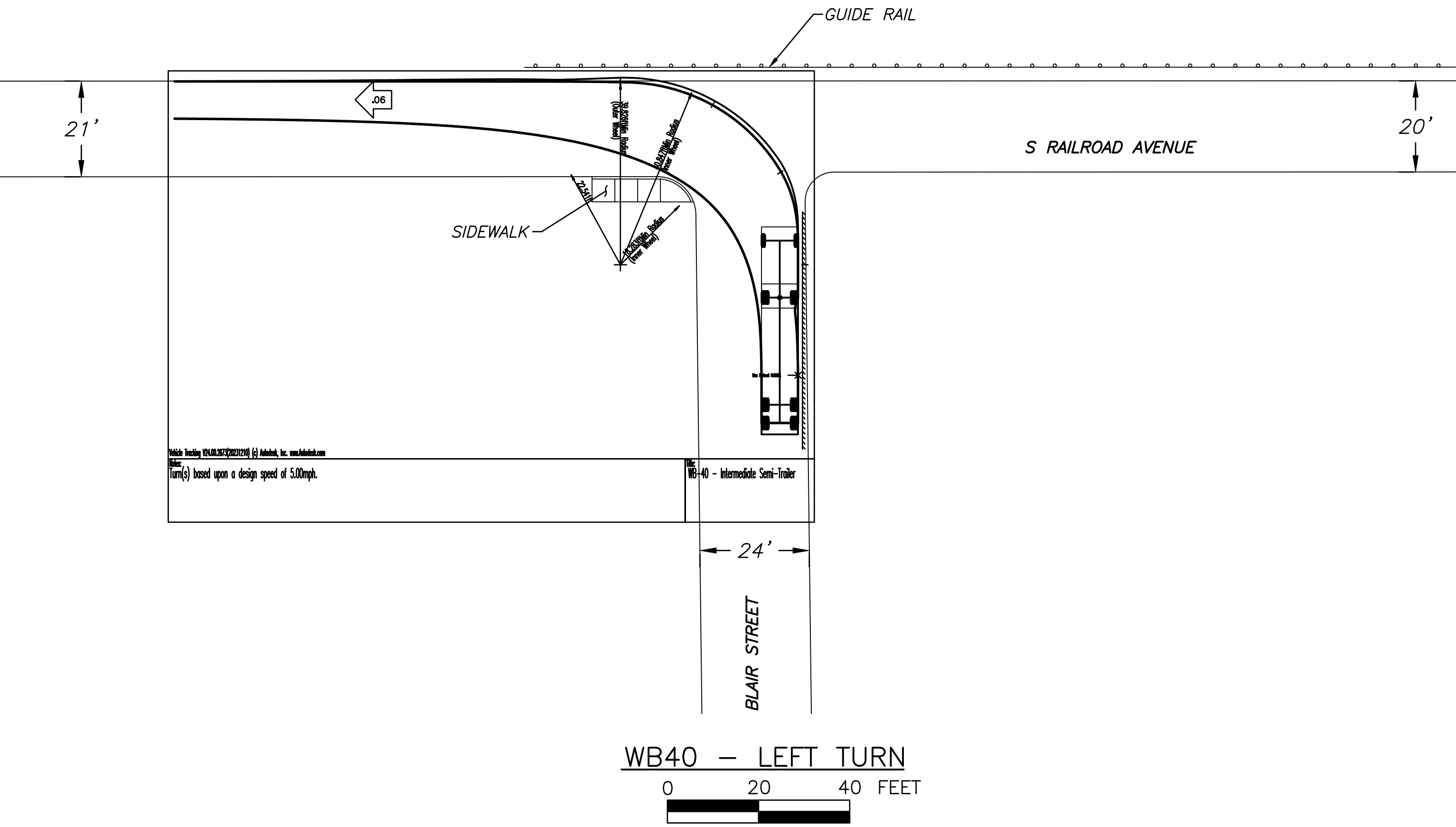
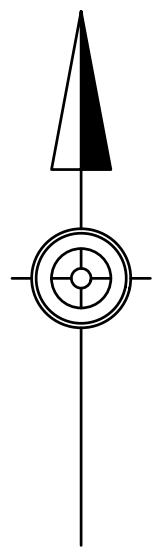
SPACES = 15.6

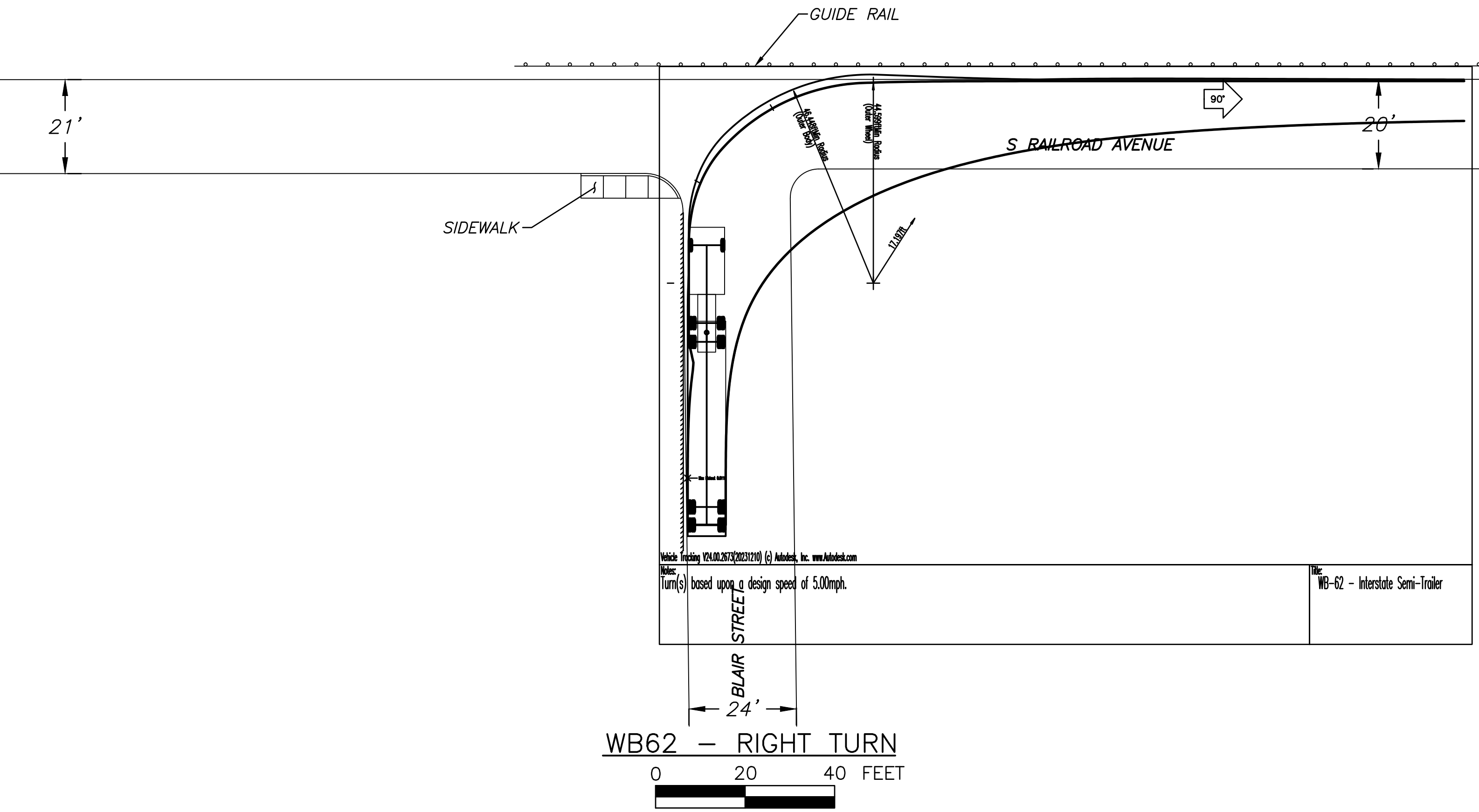
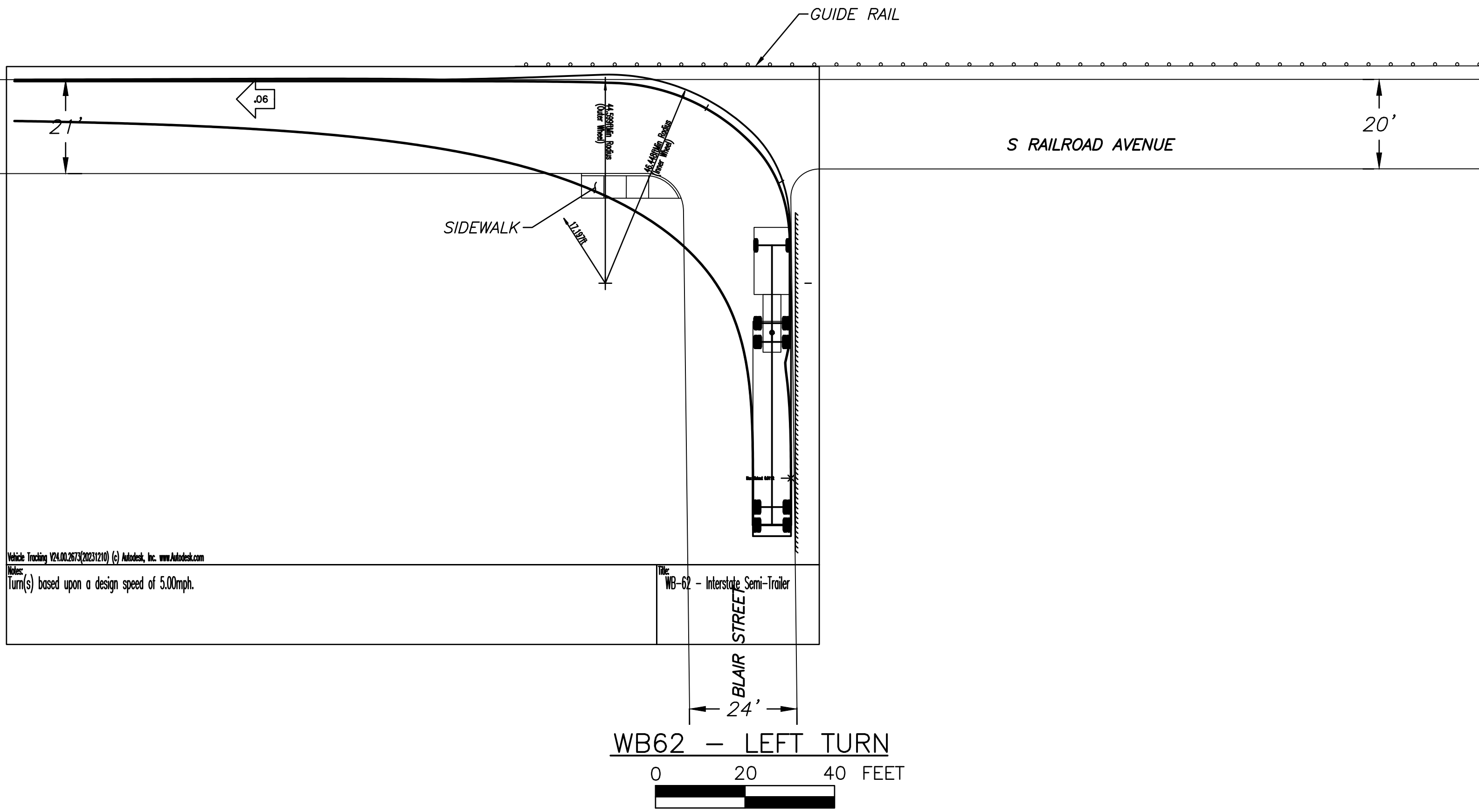
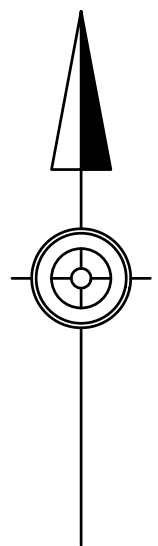
TOTAL = 30.0

AutoTurn Exhibits (Blair Street/South Railroad Avenue)









Brian Shura

From: Fraundorfer, John F <JFRAUNDORF@pa.gov>
Sent: Wednesday, May 27, 2026 9:22 AM
To: Jonah Salyards
Cc: Cascino, Ernest A; Brian Shura
Subject: RE: [External] RE: Portage Borough - Request for Permission to Install Signs in SR 164 Right-of-Way

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The plan looks much better. I approve.

There was some talk here about the MUTCD and signing for a posted or bonded road which would have been green on white but since this does not exist here, these would be considered guide signs as we have all over our district as White on Blue. Thanks for checking with Portage Borough about the mounting of the signs, it will save time and effort for the one call that would need to take place if mounting on B posts.

Once they are mounted and up, please let me know so we can capture them as a local sign mounted on "D" posts in our SAP database. Thanks JF

From: Jonah Salyards <jsalyards@stiffles-mcgraw.com>
Sent: Wednesday, May 27, 2026 8:35 AM
To: Fraundorfer, John F <JFRAUNDORF@pa.gov>
Cc: Cascino, Ernest A <ecascino@pa.gov>; Brian Shura <bshura@stiffles-mcgraw.com>
Subject: RE: [External] RE: Portage Borough - Request for Permission to Install Signs in SR 164 Right-of-Way

Hi John,

Attached to this email please find the updated submission for the signs we are proposing to add along SR 164 in Portage Borough. Within the re-submission document, I've included the following:

- Updated Concept Plan
- SR 164 Sign Exhibits/Details
- AutoTurn Exhibits (same as last submission)
- Photographs (same as last submission)

Sincerely,

Jonah

From: Fraundorfer, John F <JFRAUNDORF@pa.gov>
Sent: Monday, May 11, 2026 1:26 PM
To: Jonah Salyards <jsalyards@stiffles-mcgraw.com>



FOREST HILLS AREA AMBULANCE ASSOCIATION, INC.



140 Water Avenue • P.O. Box 461
St. Michael, Pennsylvania 15951

Office Hours: 8:00 a.m. - 4:00 p.m.
Monday thru Friday

Business Telephone -- 814 - 495-5107
EMERGENCY TELEPHONE -- **9-1-1**

Dear Municipal Officials,

On behalf of the Board of Directors, administration, and staff of Forest Hills Area Emergency Services, we are pleased to provide you with a copy of our **2025 Independent Financial Audit** along with our **2026 Mid-Year Operational Report**.

As an organization entrusted with providing emergency medical services to our communities, we believe it is important to keep our municipal partners informed of both our financial health and our operational performance. These reports are intended to provide transparency and demonstrate our commitment to responsible stewardship of the public funds entrusted to us.

Enclosed you will find:

- A copy of our **2025 Independent Financial Audit**, which reflects the financial condition of the organization and confirms our commitment to sound fiscal management.

It is important to note that the 2025 audit includes a **\$310,000 Pennsylvania State grant** secured through the efforts of **State Representative Jim Rigby** for the purchase of a new ambulance. This grant is reflected as revenue in the 2025 financial statements but is not part of the organization's normal operating income. Consequently, it increased both our total annual revenue and year-end net assets. While this one-time funding strengthened our financial position, it should not be interpreted as recurring revenue or an increase in our annual operating income. These funds are designated specifically for the purchase of a replacement ambulance and represent a significant investment in the long-term sustainability of emergency medical services for the communities we serve.

- A **six-month operational report** outlining:
 - Emergency call volume by municipality.
 - Ambulance unit mileage and utilization statistics.
 - Fleet usage and response activity.
 - Operational trends during the first half of 2026.
- A summary of several major operating expenses, including:
 - Personnel wages
 - Employee healthcare benefits
 - Fuel costs
 - Other significant expenditures associated with maintaining 24-hour emergency medical services.

Providing Advanced Life Support (ALS) ambulance service across our growing coverage area requires significant planning, staffing, equipment, and financial resources. As call volume continues to increase, we remain committed to operating efficiently while maintaining the high level of emergency medical care our residents have come to expect.

We sincerely appreciate the continued partnership and support of each municipality we serve. Your investment in Forest Hills Area Emergency Services allows us to maintain highly trained personnel, modern ambulances and equipment, and dependable emergency medical response twenty-four hours a day, seven days a week.

Should you have any questions regarding the enclosed reports or would like additional information about our operations, finances, or future initiatives, please do not hesitate to contact me. We would also be happy to attend a council or board of supervisors meeting to review the information, discuss our operations, and answer any questions you may have.

Thank you for your continued confidence and support of you're ambulanceservice. We value our partnership and look forward to continuing to serve your community with professionalism, compassion, and excellence.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric J. Miller", with a long horizontal flourish extending to the right.

Eric J. Miller
Manager

July 8, 2026

FOREST HILLS AREA EMS

SECOND QUARTER REPORT 2026

Municipal Update

Total Responses (year to date)	979	Fleet Vehicles	Mileage
Adams Township	221	781 2017 Ford 4x4	203,211
Portage Township	206	782 2024 Ford	73,425
Portage Boro	193	783 2023 Ford	87,636
Croyle Township	127	578 2015 Ford	143,355
Summerhill Township	92		
South Fork Boro	67	Maintenance Cost	\$ 11,270.06
Wilmore Boro	13	Fuel Cost	\$ 15,151.56
Summerhill Boro	10		
Ehrenfeld Boro	12	Property & Auto Ins.	\$ 20,865.00
Richland Township	7	Workers Comp	\$ 5,640.00
Cambria Township	6	Healthcare	\$ 62,416.32
Windber Borough	4	Payroll	\$ 375,379.85
Cassandra Boro	3		
Cresson Borough	3		
Washington Township	3		
Lilly Borough	3		
Carrolltown Boro	2		
Cresson Township	1	Unit Responses	
Gallitzen Township	1	781 & 783 (St. Michael Area)	515
Jackson Township	1	782 (Portage Area)	464
Johnstown	1		
Nanty-Glo Boro	1		
Munster Township	1		
Susquehanna Township	1		
West Carroll Township	1		

As always, thank you for your continued support of your ambulance.

FOREST HILLS AREA AMBULANCE ASSOCIATION



REVIEW OF FINANCIAL STATEMENTS FOR THE PERIOD ENDING DECEMBER 31, 2025

PREPARED BY:
Corina L. Long, CPA CGFM
1370 New Germany Rd
Summerhill, PA 15958

CORINA L. LONG, CPA CGFM

1370 New Germany Rd, Summerhill, PA 15958

To the Board of Directors
Forest Hills Area Ambulance Association

Dear Board of Directors:

I have reviewed and adjusted the financial records of your organization for the period of January 1, 2025 through December 31, 2025. My review included the following:

- Reviewed the year end bank reconciliation, reconciling the bank statement as of December 31, 2025 to internal cash records.
- Reviewed certificate of deposits and prepared journal entries to record interest earned.
- Reviewed the year end payroll withholding and liabilities and prepared journal entries to adjust the amounts due at December 31, 2025.
- Reviewed the year-end balance for loans payable and prepared journal entries to record interest expense.
- Compared a sample of daily deposit records to the bank statements.
- Compared a sample of cash disbursements to actual vendor's invoices.
- Reviewed ledgers of cash receipts, cash disbursements, and payroll.
- Reviewed expenses classifications of cash disbursements.
- Updated the Associations fixed asset schedule and prepared journal entries to record 2025 depreciation expense.

I have worked with Laura Penatzer preparing adjusting journal entries to balance the financial statements for December 31, 2025. I have also completed Form 990, Federal Return of Organization Exempt from Income Tax for the year 2025.

Attached are the following financial statements for the year ended December 31, 2025:

- Statement of Assets, Liabilities and Net Assets- Modified Cash Basis
- Statement of Revenues, Expenses and Changes in Net Assets -Modified Cash Basis

The financial statements are prepared on the modified cash basis, which primarily uses the cash basis of accounting, where income and expenses are recognized when cash is received or disbursed. The modified cash basis includes specific accrual adjustments to recognize certain assets, liabilities, and revenues or expenses that are not reflected in the cash transactions.

My review indicates that the financial records represent a fair presentation of the financial position of the Forest Hills Area Ambulance Association, based on the information provided for the period reviewed. These financial statements are the responsibility of the Board of Directors.

Sincerely,



Corina L. Long, CPA CGFM

FOREST HILLS AREA AMBULANCE ASSOCIATION
STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS- MODIFIED CASH BASIS
FOR THE YEAR ENDING DECEMBER 31, 2025

ASSETS

Cash	\$	98,991
Restricted Cash		310,398
Certificate of deposits		94,617
Fixed Assets		877,183
Less: Accumulated Depreciation		<u>(617,238)</u>
Total Assets	\$	<u><u>763,951</u></u>

LIABILITIES

Payroll withholding and liabilities	\$	3,275
Loans Payable		182,043.33
Line of credit		15,766.15
Capital Lease- Medical equipment		<u>3,452.74</u>
Total Liabilities	\$	204,537

NET ASSETS

Unrestricted	\$	<u>559,414</u>
Total Liabilities and Net Assets	\$	<u><u>763,951</u></u>

FOREST HILLS AREA AMBULANCE ASSOCIATION
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN NET ASSETS - MODIFIED CASH BASIS
FOR THE YEAR ENDING DECEMBER 31, 2025

	<u>St. Michael</u>	<u>Portage</u>	<u>Total</u>
OPERATING REVENUES			
Patient service fees and other	\$ 483,143	\$ 389,575	\$ 872,718
Subscription Income	144,316	83,699	228,015
Donations	15,394	-	15,394
Grants- State	325,000	-	325,000
Miscellaneous revenue	10,360	-	10,360
Total Operating Revenues	<u>\$ 978,213</u>	<u>\$ 473,274</u>	<u>\$ 1,451,487</u>
EXPENDITURES			
Salaries and wages	\$ 550,282	\$ 72,550	\$ 622,832
Payroll taxes and benefits	155,611	23,449	179,060
Paramedic Assists	300	-	300
Medical equipment and supplies	12,836	1,208	14,044
Administrative Expenses	18,778	552	19,330
Billing services	40,250	14,141	54,390
Utilities	16,403	-	16,403
Legal fees	2,973	1,859	4,832
Education	14,144	-	14,144
Advertising and promotion	6,715	-	6,715
Public Relations	3,935	-	3,935
Insurance	29,927	6,013	35,940
Vehicles	41,678	4,294	45,972
Building related	5,672	-	5,672
Depreciation Expense	56,178	22,020	78,198
Total Expenditures	<u>\$ 955,681</u>	<u>\$ 146,086</u>	<u>\$ 1,101,767</u>
NON-OPERATING REVENUE (EXPENSES)			
Interest Income	\$ 4,729	\$ -	\$ 4,729
Interest expense	(7,751)	-	(7,751)
Total Non-operating Revenue (Expenses)	<u>\$ (3,022)</u>	<u>\$ -</u>	<u>\$ (3,022)</u>
Change in Net Position	\$ 19,510	\$ 327,188	\$ 346,698
Net asset, beginning of year	<u>\$ 212,716</u>	<u>\$ -</u>	<u>\$ 212,716</u>
Net asset, end of year	<u><u>\$ 232,226</u></u>	<u><u>\$ 327,188</u></u>	<u><u>\$ 559,414</u></u>

A regular meeting of Portage Borough Council was held on Monday, June 1, 2026, at 6:30 p.m. in Borough Council Chambers.

Those in attendance were:

George Wozniak, President
Ron Cadwallader, Vice-President
Mayor Bob Fox
Henry Harrison
Perry Scarton
Mark Slebodnick
Ron Portash

Also present were Stephania Fera, Borough Solicitor (via Microsoft Teams), and Jessi Carney, Secretary.

Guests: Gary E. Vaughn Sr, Ray Clawson from The Dispatch, John Crum, and Joel Marsh.

BILLINGS VARIANCE HEARING – 904 Gillespie Avenue

Council President Wozniak opened the public hearing regarding the requested fence variance for 904 Gillespie Avenue. The applicants were not present.

Public comment was received regarding the Borough's fence ordinance and the requested variance.

Council discussed the scope of the variance request and expressed concern that additional clarification was needed regarding whether the application was limited to replacement of the existing fence or included construction of additional fencing.

UPON MOTION BY MR. CADWALLADER, SECONDED BY MR. PORTASH, COUNCIL VOTED UNANIMOUSLY (7-0) TO CONTINUE THE PUBLIC HEARING TO A DATE TO BE ADVERTISED BY THE BOROUGH MANAGER IN ORDER TO OBTAIN ADDITIONAL INFORMATION REGARDING THE VARIANCE REQUEST.

RUMMEL VARIANCE HEARING – 622 Orchard Street

Council President Wozniak opened the public hearing regarding the requested fence variance for 622 Orchard Street.

Public comment was received in support of granting the variance.

Following public comment, there being no further testimony offered:

UPON MOTION BY MR. CADWALLADER, SECONDED BY MR. SLEBODNICK, COUNCIL VOTED UNANIMOUSLY (7-0) TO CLOSE THE PUBLIC HEARING.

The variance request was scheduled for consideration during the Regular Meeting.

REGULAR MEETING

6:30 P.M.

Those in attendance were:

George Wozniak, President

Ron Cadwallader, Vice President

Mayor Bob Fox

Henry Harrison

Perry Scarton

Mark Slebodnick

Ron Portash

Also present were Stephania Fera, Borough Solicitor (via Microsoft Teams), and Jessi Carney, Secretary.

Guests: Gary E. Vaughn Sr, Ray Clawson from The Dispatch, John Crum, and Joel Marsh.

I. CALL TO ORDER

President George Wozniak called the Regular Meeting to order at **6:30 p.m.**, followed by the **Pledge of Allegiance**.

President Wozniak noted that all members of Council were present.

II. CORRESPONDENCE

The following correspondence was acknowledged by Council:

- a. Email from **Rebecca Eney** regarding road conditions.
 - b. Email to the Public Works Director from a resident requesting and inquiring about a **"Deaf Child"** sign.
 - c. Email from **Jon Lassak** regarding available business locations within the Borough for the relocation of his woodshop.
 - d. Email from **Ruth Olszewski** regarding work performed adjacent to her property, where repairs left shale and large rocks along the side of her property.
 - e. Email from **Mr. Gary E. Vaughn, Sr.** requesting information regarding gaming/amusement devices.
-

III. CITIZENS' INPUT ON AGENDA ITEMS

Joel Marsh, 302 Main Street, addressed Council regarding damage to his property and concerns related to the ongoing waterline replacement project. Mr. Marsh expressed concerns regarding construction traffic, access to his property, driveway conditions, and the extent of the public right-of-way.

Council advised Mr. Marsh that the project is being overseen by the Water Authority and its engineering representatives. Mayor Fox stated he would discuss the parking concerns and right-of-way questions with Borough staff and the project inspector and follow up with Mr. Marsh.

There being no further comments on agenda items, Council proceeded with the regular order of business.

IV. APPROVAL OF MINUTES

The minutes of the April 27, 2026 and May 4, 2026 Council Meetings were presented to Council, having been distributed prior to the meeting.

ON MOTION OF MR. HARRISON, SECONDED BY MR. SLEBODNICK, COUNCIL APPROVED THE APRIL 27, 2026 AND MAY 4, 2026 COUNCIL MEETING MINUTES AS PRESENTED. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

V. TREASURER'S REPORT AND BILLS TO BE PAID

A. Treasurer's Report

President George Wozniak presented the Treasurer's Report reflecting total revenues in the amount of **\$89,576.29**.

ON MOTION OF MR. PORTASH, SECONDED BY MR. HARRISON, COUNCIL APPROVED THE TREASURER'S REPORT AS PRESENTED. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

B. Bills to Be Paid

The list of bills to be paid in the amount of **\$18,946.70** was presented and distributed to Council prior to the meeting.

ON MOTION OF MR. SLEBODNICK, SECONDED BY MR. CADWALLADER, COUNCIL APPROVED THE LIST OF BILLS TO BE PAID AS PRESENTED. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

VI. MOTIONS

A. Motion to Add Agenda Item – Fence Variance Request

President George Wozniak explained that the request to approve the fence variance for the property located at 622 Orchard Street had been inadvertently omitted from the published agenda. Borough Solicitor Stephania Fera advised Council that, pursuant to recent case law, the item could be added to the agenda by majority vote after providing the reason for the omission. She further noted that the variance request had been properly advertised and the public hearing had been conducted immediately prior to the Regular Meeting.

ON MOTION OF MR. PORTASH, SECONDED BY MR. HARRISON, COUNCIL APPROVED ADDING THE FENCE VARIANCE REQUEST FOR THE PROPERTY LOCATED AT 622 ORCHARD STREET TO THE AGENDA. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

B. Motion to Approve Fence Variance – 622 Orchard Street

Following the public hearing, Council considered the request for a fence variance for the property located at 622 Orchard Street.

ON MOTION OF MR. PORTASH, SECONDED BY MR. HARRISON, COUNCIL APPROVED THE FENCE VARIANCE REQUEST FOR THE PROPERTY LOCATED AT 622 ORCHARD STREET. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

C. Motion to Advertise for the Condemnation of Remaining Easements

President George Wozniak presented a motion authorizing the Borough to advertise for the condemnation of the remaining easement required for Phase V of the Pedestrian Corridor Enhancement Project, provided all necessary legal documents were prepared and finalized by the Borough Solicitor. The advertisement was scheduled for publication on May 20, 2026, with Council action to occur at the June 1, 2026 meeting.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. PORTASH, COUNCIL APPROVED ADVERTISING FOR THE CONDEMNATION OF THE REMAINING EASEMENT REQUIRED FOR PHASE V OF THE PEDESTRIAN CORRIDOR ENHANCEMENT PROJECT. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

D. Motion to Advertise Public Hearing for Speed Limit Ordinance

President George Wozniak presented a motion authorizing the advertisement of a public hearing to consider an amendment to the Borough's Speed Limit Ordinance reducing the speed limit on Terrace Circle from 25 miles per hour to 15 miles per hour. The public hearing was scheduled for June 15, 2026, at 6:15 p.m. **P**

ON MOTION OF MR. PORTASH, SECONDED BY MR. SLEBODNICK, COUNCIL APPROVED AUTHORIZING THE BOROUGH MANAGER TO ADVERTISE THE PUBLIC HEARING FOR THE PROPOSED SPEED LIMIT ORDINANCE AMENDMENT. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

VII. UNFINISHED BUSINESS

President George Wozniak advised that updates regarding unfinished business were included in the Borough Manager's written report, which had been distributed and posted prior to the meeting. Council was directed to contact the Borough Manager with any questions regarding the report.

VIII. BUILDINGS, FACILITIES & ROADS

President Wozniak advised that matters relating to Buildings, Facilities, and Roads were included in the Borough Manager's written report. No additional discussion or action was taken by Council.

IX. NEW BUSINESS

No New Business was presented.

X. CITIZENS' INPUT ON NON-AGENDA ITEMS

Gary E. Vaughn, Sr. addressed Council:

“Good evening, Council members and members of our community.

Many of us in this room, and many watching from home, share a common purpose: to insist that you serve the people who built this community, who live here, and who fund everything this Borough does.

To hold public office is to accept a profound fiduciary duty. You are not spending your own money, nor are you gambling with only your own future. You are stewards of the public trust. The money you spend and the decisions you make affect the citizens who elected you and entrusted you with these responsibilities.

Stewardship requires more than simply showing up and voting "yes." It demands rigorous oversight, a willingness to ask difficult questions, and the courage to stop poor decisions before they cost taxpayers dearly.

Lately, however, we've seen what happens when oversight breaks down. When decisions are rushed through without independent analysis, or when major policy changes are treated as foregone conclusions, the community pays the price.

A lack of oversight doesn't happen overnight, it develops gradually. It looks like rubber-stamping complex proposals because they sound good on paper. It looks like spending public funds on lawsuits that generate headlines but produce little benefit.

Most importantly, a lack of oversight is reflected in the failure to properly manage the Borough's long-term commitments. Whether we're reviewing legacy agreements, such as the JHA agreement that has been in place for decades or considering changes to agreements that keep this Borough operating, we cannot afford to make decisions based on impulse or incomplete information.

Examples include the management of our water and sewer systems, the outdated JHA agreement, and concerns regarding road construction practices. Every dollar spent on a poorly negotiated contract, a defensive public relations effort, or an ill-advised lawsuit is a dollar taken away from our parks, our roads, our infrastructure, and ultimately from the pockets of our citizens.

Even tonight, Council has devoted time and taxpayer resources to considering what many view as an outdated and unnecessary ordinance.

For years, meaningful oversight of our water, sewer, and road projects has been abandoned by this Council.

What is the purpose of a governing body that continually gives away its oversight responsibilities?

From what I have observed, Council authorizes spending, adopts increasingly burdensome ordinances, and focuses its oversight primarily on the activities of homeowners, while failing to exercise adequate oversight of the larger issues that directly affect the Borough.

Accountability and oversight are not bureaucratic obstacles, they are the very core of your responsibilities as elected officials.

Therefore, I am calling for a fundamental change in how this Council operates.

First, commit to complete transparency. Major financial and legal decisions should not occur behind closed doors or be rushed through at the eleventh hour.

Second, require independent risk assessments before entering into complex litigation or adopting significant new ordinances.

Third, welcome public scrutiny rather than dismiss it. The residents in this room and throughout the Borough are your partners in governance, not an inconvenience.

Failures in oversight are rarely the fault of a single individual. More often, they reflect a systemic breakdown.

It is time for this Council to reclaim its responsibility for overseeing our water and sewer systems, as well as road construction projects. Council, not the residents, should be demanding answers from the water company, the sewer authority, and contractors such as Continental Construction. You should have a meaningful role in determining how work is performed throughout this Borough.

Return to the standard of governance that our community deserves.

Be a Council that measures its success not by the volume of its rhetoric, but by the strength of its fiscal responsibility, the depth of its oversight, and the integrity of its actions.

Thank you for your time and consideration”

A resident inquired about the status of sewer lateral work associated with the Johnstown Housing Authority and asked who would be responsible for any enforcement action related to the project. Council advised that the matter remained under review regarding ownership of the sewer lines and indicated the Borough Manager would continue coordinating with the Johnstown Housing Authority and the Sewer Authority to obtain additional information.

No further public comments were received.

XI. GOOD OF THE BOROUGH

Mayor Fox commended the Portage Area High School Band for its performance during the recent **Jazz in the Park** event and recognized the Park Board for its continued efforts in providing recreational opportunities and maintaining the Borough's parks. Mayor Fox also recognized the upcoming Memorial Day holiday and encouraged residents to remember and honor the men and women who made the ultimate sacrifice in service to the nation.

XII. ADJOURNMENT

ON MOTION OF MR. PORTASH, SECONDED BY MR. HARRISON, COUNCIL ADJOURNED THE MEETING. ALL MEMBERS PRESENT VOTED IN FAVOR. MOTION CARRIED 7-0.

The meeting adjourned at **6:58 p.m.**

Respectfully submitted,

Jessi Carney
Recording Secretary

A regular meeting of Portage Borough Council was held on Monday, June 1, 2026, at 6:30 p.m. in Borough Council Chambers.

Those in attendance were:

George Wozniak, President
Ron Cadwallader, Vice-President
Mayor Bob Fox
Henry Harrison
Perry Scarton
Mark Slebodnick
Ron Portash

Also present were: Dr. Makayla Zonfrilli-Lang, Borough Manager; Fran Steberger, Director of Public Works; Brian Shura, Engineer, Stiffler McGraw; David Rosamilla, Chief of Public Safety; Sharon Squillario, Interim Secretary; Logan Cadwallader, soon to be Director of Public Safety; Jessi Carney, Secretary.

Guests: Jean Kinley, Matt Churella of the Altoona Mirror, Gary Vaughn Sr, Gary Vaughn Jr, Sherry Smith, and Ben Schoenfeld

I. CALL TO ORDER

President George Wozniak called the meeting to order at 6:30 p.m., which was followed by the Pledge of Allegiance and a moment of silence.

President George Wozniak noted for the record that all members of Council were present.

Dr. Makayla Zonfrilli-Lang informed Council that due to technical difficulties, the meeting could not be livestreamed on Facebook as planned. She explained that the meeting would instead be livestreamed through Microsoft Teams, was being recorded, and would be posted for public viewing following adjournment.

Dr. Zonfrilli-Lang also addressed Resolution No. 2-2026 regarding public recording and streaming of Borough meetings. She advised Council that the Borough Solicitor had reviewed the policy and verbally confirmed that, in her opinion, the policy was legally enforceable. She explained that Council would later have the opportunity to determine whether to retain or remove the provision requiring individuals recording the meeting to announce that fact publicly.

A member of the audience stated for the record that they were recording the meeting.

I. REPORTS

Borough Manager's Report

Dr. Makayla Zonfrilli-Lang stated that, due to the length of the evening's agenda, she would provide a verbal Borough Manager's Report and incorporate many administrative updates into the discussion of individual agenda items throughout the meeting.

Dr. Zonfrilli-Lang advised Council that the Borough Solicitor had no written report for the meeting and noted that the Police Chief's written report had been distributed to Council members prior to the meeting.

She then introduced Borough Engineer Brian Shura of Stiffler McGraw to present the Engineer's Report.

Solicitor's Report

No written report was presented by the Borough Solicitor.

Police Chief's Report

Chief of Public Safety David Rosamilla stated that copies of his written report had been distributed to Council members prior to the meeting.

Chief Rosamilla reported that the Police Department continues to monitor traffic concerns throughout the Borough and remains engaged with ongoing public safety initiatives. He advised Council that a recent motor vehicle accident had occurred at the intersection of North Railroad Street and Lee Street, an area currently under review for possible traffic control improvements.

Chief Rosamilla noted that the incident further supports continued evaluation of traffic patterns and safety concerns at the intersection.

No additional questions were raised regarding the Police Chief's Report.

Engineer's Report

Borough Engineer Brian Shura of Stiffler McGraw provided updates regarding the Pedestrian Portal Enhancement Project and other engineering matters.

Mr. Shura reported that bids for the Phase 5 Pedestrian Portal Enhancement Project were opened, with three contractors obtaining bid packages and one bid being received from M&B Services in the amount of \$686,715.49. He advised Council that the bid amount was below the engineer's estimate of approximately \$750,000 and within the available grant funding.

Mr. Shura recommended allowing additional time for review of the bid documents before formal award and suggested that Council consider awarding the contract at the second meeting in June.

Mr. Shura next provided an update on the Phase 4 project, stating that restoration work had been completed, including placement of topsoil and straw in disturbed areas. He explained that the Borough would continue monitoring the restoration throughout the growing season and conduct a final inspection prior to expiration of the contractor's warranty period.

Discussion then turned to electrical controls associated with the Recreation Authority facilities that sustained damage during a recent power outage. Mr. Shura advised that installation of surge protection equipment was being investigated and that remaining grant funds may be available to assist with the cost of repairs or upgrades.

Mr. Shura also reported that work continues obtaining the final easement necessary for the project and that the Borough is awaiting final approval of the required PennDOT permit.

He further advised Council that PennDOT had approved the proposed truck restriction signage for Blair Street and that the final engineering study is expected prior to the next Council meeting.

Mr. Shura concluded his report by advising Council that quotes had been received for a speed study in the Terrace Circle area and for a traffic study involving the intersection of North Railroad Street and Lee Street. Those matters were scheduled for discussion later in the agenda.

No additional questions were raised regarding the Engineer's Report.

Public Works Department

Public Works Director Fran Steberger advised Council that copies of his written report had been distributed prior to the meeting and provided updates on current departmental operations.

Mr. Steberger reported that milling operations had begun on portions of Farran Street and Orchard Street in preparation for paving and that approximately six tons of blacktop would be utilized for scheduled roadway repairs.

He advised Council that pothole repairs had been identified throughout Ward 2 and several locations in Ward 1, while repairs within Ward 3 would be delayed until completion of the ongoing water project. Additional repairs are planned for Rex Alley and the area behind the former Washko Auto Supply property.

Mr. Steberger also discussed ongoing coordination with Continental Construction regarding maintenance of temporary roadway restorations associated with the water project. He stated that Borough staff had requested additional attention to areas experiencing settlement and uneven surfaces and that contractor representatives agreed to continue monitoring those locations.

Mr. Steberger reported that Public Works personnel recently met with Kuharchik Construction to review operation and troubleshooting procedures for the Borough's traffic signal system, providing staff with additional familiarity in responding to signal issues.

He further advised Council that employees Jamie and Logan are scheduled to attend flagger certification training on June 8, with certification remaining valid for a two-year period. No additional questions were raised regarding the Public Works Report.

Police Chief Report

The Police Chief advised Council that a minor motor vehicle accident recently occurred at the intersection of North Railroad Street and Lee Street, which is currently under consideration for a traffic study.

EXECUTIVE SESSION

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. PORTASH, COUNCIL APPROVED ENTERING EXECUTIVE SESSION TO DISCUSS LEGAL MATTERS RELATING TO CASE NO. 2025-477 AND CASE NO. 2017-4082. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

Council entered Executive Session to discuss legal matters relating to Case No. 2025-477 and Case No. 2017-4082.

Following Executive Session, Council reconvened in Regular Session.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. HARRISON, COUNCIL APPROVED RETURNING TO REGULAR SESSION. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

President George Wozniak advised those in attendance that action regarding the matters discussed during Executive Session would occur later in the agenda.

III. CORRESPONDENCE

Dr. Makayla Zonfrilli-Lang advised Council that she had prepared a summary of correspondence received since the previous meeting in an effort to provide a more organized overview of resident concerns and Borough responses.

She stated that much of the correspondence received involved code enforcement matters, ongoing utility construction, and concerns related to Continental Construction. Dr. Zonfrilli-Lang explained that a correspondence report had been included in the Council packet outlining the issues received and the actions taken to address them.

She further advised that no report had been received from LMIA for the current meeting but anticipated a report would be available for the July meeting. She noted that several outstanding code enforcement matters, including trash violations and a deteriorating chimney on a local property, continue to be addressed.

Dr. Zonfrilli-Lang also noted that correspondence submitted by Mr. Gary Vaughn would be discussed later in the meeting.

No additional questions were raised regarding correspondence.

IV. CITIZEN INPUT ON AGENDA ITEMS

Dr. Makayla Zonfrilli-Lang opened the citizen input portion of the meeting and reminded attendees that each speaker would be permitted up to five (5) minutes to address agenda items.

Gary J. Vaughn advised Council that he would defer his comments until the Citizen Input on Non-Agenda Items portion of the meeting.

Dr. Zonfrilli-Lang then recognized Sherry Smith who addressed Council regarding ongoing drainage concerns associated with sump pump discharges along Gillespie Avenue. The resident stated that several sump pumps continuously discharge water onto the roadway, creating standing water, algae buildup, unpleasant odors, and icy conditions during the winter months. Sherry further expressed concern that the continued discharge has contributed to deterioration of nearby properties, including the formation of a sinkhole, and questioned whether the water should be tested by the Pennsylvania Department of Environmental Protection due to potential environmental and public safety concerns.

Additional discussion occurred regarding the locations of the affected properties and the Borough's current ordinances regulating sump pump discharges. Public Works Director Fran Steberger acknowledged that Borough crews have periodically treated the area during the winter because of ice accumulation. Council discussed the jurisdictional boundaries between the Borough and Portage Township and noted that portions of the drainage issues extend into Township-maintained areas.

Sherry suggested that the Borough consider adopting an ordinance requiring sump pumps to discharge into approved drainage systems rather than onto Borough streets. Council acknowledged the concerns and agreed to further review the matter, including possible ordinance amendments and coordination with the Pennsylvania Department of Environmental Protection, if appropriate.

Dr. Zonfrilli-Lang thanked Sherry for bringing the concerns before Council and advised that the matter would be investigated further.

Dr. Zonfrilli-Lang then recognized Matt Churella for public comment. Matt declined to offer any comments.

V. MINUTES OF PREVIOUS MEETING

President George Wozniak stated that the minutes of the May 18, 2026 Regular Council Meeting were not yet available for approval.

Dr. Makayla Zonfrilli-Lang advised Council that preparation of the minutes had not yet been completed and recommended that consideration of the minutes be tabled until the next regular meeting.

ON MOTION OF MR. PORTASH, SECONDED BY MR. HARRISON, COUNCIL APPROVED TABLING THE MINUTES OF THE MAY 18, 2026 REGULAR COUNCIL MEETING. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

VI. MOTIONS

A. Treasurer's Report

President George Wozniak presented the Treasurer's Report for the period ending June 1, 2026, reflecting total revenue in the amount of **\$13,134.36**.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. HARRISON, COUNCIL APPROVED THE TREASURER'S REPORT AS PRESENTED. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

B. Bills to Be Paid

The list of bills to be paid, totaling **\$26,559.93**, was presented and distributed to Council prior to the meeting.

During discussion, Council questioned the purchase of a replacement power washer. Dr. Makayla Zonfrilli-Lang explained that the Borough's previous unit had exceeded its useful life and that Public Works staff had attempted to repair the equipment. She advised that the cost of repairs was nearly equal to the cost of replacement, making the purchase of a new unit the more economical option. The replacement was funded through the Borough's Capital Improvements account.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. PORTASH, COUNCIL APPROVED THE LIST OF BILLS TO BE PAID AS PRESENTED. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

C. Ordinance No. 12-2026 – Condemnation of Sidewalk Easement

Dr. Makayla Zonfrilli-Lang presented Ordinance No. 12-2026 authorizing the condemnation and acquisition by eminent domain of temporary construction and permanent sidewalk easements on property owned by Harmon and Parmet Investment Group, LLC (Tax Map No. 46-020-105.000) for the Phase 5 Pedestrian Portal Enhancement Project.

The ordinance authorizes the Borough to acquire the remaining easement necessary to complete the public sidewalk improvements.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. PORTASH, COUNCIL APPROVED ORDINANCE NO. 12-2026 AUTHORIZING THE CONDEMNATION AND TAKING BY EMINENT DOMAIN OF TEMPORARY CONSTRUCTION AND PERMANENT SIDEWALK EASEMENTS FOR PUBLIC SIDEWALK IMPROVEMENTS. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

D. Quit Claim Deed

Dr. Zonfrilli-Lang presented a proposed Quit Claim Deed conveying the Borough's interest in the vacated, unopened fifteen-foot alley located between Parcel A (DBV 1197 PG 85) and Parcel B (DBV 1197 PG 85) to Benjamin G. and Sue E. Schoenfeld.

ON MOTION OF MR. PORTASH, SECONDED BY MR. SCARTON, COUNCIL APPROVED THE QUIT CLAIM DEED CONVEYING THE BOROUGH'S INTEREST IN THE VACATED UNOPENED FIFTEEN-FOOT ALLEY TO BENJAMIN G. AND SUE E. SCHOENFELD. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

E. Motion to Table Public Hearing for Proposed Speed Limit Ordinance

Dr. Makayla Zonfrilli-Lang advised Council that the public hearing previously scheduled for June 15, 2026, regarding the proposed speed limit reduction on Terrace Circle should be postponed. She explained that the Borough Engineer had obtained quotes for the required traffic study, with the lowest proposal totaling approximately \$5,700. After reviewing the proposal, she expressed concern regarding the cost and noted that the engineering consultant indicated the study may not support a reduced speed limit due to the limited traffic volume in the area.

Dr. Zonfrilli-Lang recommended that Council instead explore the installation of speed humps, similar to those used in neighboring municipalities, as a more cost-effective traffic calming measure. She also stated that the Borough would seek cost estimates for the speed humps and, if appropriate, request financial assistance from the Johnstown Housing Authority due to the location of the project.

ON MOTION OF MR. PORTASH, SECONDED BY MR. HARRISON, COUNCIL APPROVED TABLING THE PUBLIC HEARING FOR THE PROPOSED TERRACE CIRCLE SPEED LIMIT ORDINANCE AND AUTHORIZED STAFF TO EXPLORE ALTERNATIVE TRAFFIC CALMING MEASURES. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

F. Amendment to Resolution No. 2-2026 – Open Public Comment, Recording and Streaming, and Visitor Participation Policy

Dr. Makayla Zonfrilli-Lang revisited Resolution No. 2-2026 regarding public recording and streaming of Borough meetings. She explained that following concerns raised by members of the public, including correspondence submitted by Gary Vaughn, she sought additional legal guidance from the Borough Solicitor and other municipal solicitors regarding the provision requiring individuals recording meetings to announce that

fact publicly.

Dr. Zonfrilli-Lang advised Council that the Borough Solicitor determined the provision was legally enforceable; however, she recommended that Council consider removing the requirement to avoid unnecessary legal disputes and to minimize the expenditure of taxpayer funds on potential litigation. She emphasized that the recommendation was not based upon the legality of the policy, but rather upon the Borough's desire to avoid unnecessary legal expenses.

President George Wozniak stated that the policy was never intended to restrict the public's constitutional rights or prevent individuals from recording Borough meetings. Rather, he explained the intent was to provide courtesy to those in attendance by informing them that additional recording was taking place. He expressed frustration that the Borough had been accused of attempting to restrict public rights when Council's intent had been to promote transparency and respect among meeting attendees.

Councilman Perry Scarton stated that, in his opinion, the amendment was not being considered because the Borough believed the original provision was unlawful and frivolous or intended to infringe upon anyone's constitutional rights. Rather, he expressed concern that continued disputes regarding the policy could result in unnecessary legal expenses for the Borough. Mr. Scarton made a gesture towards the back corner noting that he did want to entertain additional frivolous suits and gestured with his thumb over his shoulder to the general audience members in the corner. He stated that while he believed the original requirement was intended as a courtesy to those attending public meetings, he supported removing the provision to avoid further controversy and to protect taxpayer resources.

Following discussion, Council agreed to remove the requirement that members of the public announce when they are recording Borough meetings.

ON MOTION OF MR. SCARTON, SECONDED BY MR. PORTASH, COUNCIL APPROVED AMENDING RESOLUTION NO. 2-2026 BY REMOVING THE REQUIREMENT THAT INDIVIDUALS RECORDING BOROUGH MEETINGS ANNOUNCE THAT THEY ARE RECORDING. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

G. Addendum to Police Protection Agreement

Dr. Makayla Zonfrilli-Lang presented an addendum to the existing Police Protection Agreement between Portage Borough, Portage Township, and the Portage Area School District. She explained that the addendum incorporates the requirements of Act 47 regarding threat assessment procedures and further defines the responsibilities of the School Police Officer.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. HARRISON, COUNCIL APPROVED THE ADDENDUM TO THE POLICE PROTECTION AGREEMENT BETWEEN PORTAGE BOROUGH, PORTAGE TOWNSHIP, AND THE PORTAGE AREA SCHOOL DISTRICT INCORPORATING ACT 47 THREAT ASSESSMENT REQUIREMENTS. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

H. Wessel & Company Advisory Services Proposal

Dr. Makayla Zonfrilli-Lang advised Council that the Borough continues to reconcile accounting discrepancies from late 2025 and is working toward completion of the Borough's Annual Comprehensive Financial Report (ACFR). She explained that Wessel & Company had submitted a proposal to provide municipal accounting and

financial management advisory services on an hourly basis. In addition to assisting with the reconciliation process, the firm will provide financial training for Borough staff.

ON MOTION OF MR. PORTASH, SECONDED BY MR. CADWALLADER, COUNCIL APPROVED THE ADVISORY SERVICES PROPOSAL FROM WESSEL & COMPANY TO PROVIDE MUNICIPAL ACCOUNTING AND FINANCIAL MANAGEMENT ADVISORY SERVICES ON AN AS-NEEDED HOURLY BASIS. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

I. Request for Proposals – Five-Year Municipal Carted Waste and Recycling Services Contract

Dr. Makayla Zonfrilli-Lang advised Council that the Borough's current carted waste and recycling services contract will expire in August 2026. She explained that it was necessary to begin the request for proposals (RFP) process to ensure adequate time for advertising, bid review, and contract award prior to expiration of the current agreement. She noted that the proposed contract would provide carted waste and recycling services for a five-year term.

ON MOTION OF MR. CADWALLADER, SECONDED BY MR. PORTASH, COUNCIL APPROVED AUTHORIZING THE BOROUGH MANAGER TO ADVERTISE A REQUEST FOR PROPOSALS (RFP) FOR A FIVE-YEAR MUNICIPAL CARTED WASTE AND RECYCLING SERVICES CONTRACT, EFFECTIVE UPON THE EXPIRATION OF THE CURRENT CONTRACT IN AUGUST 2026. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

J. American Roofing Settlement Agreement

Dr. Makayla Zonfrilli-Lang reported that the Borough had reached a proposed settlement in the long-standing litigation involving American Roofing, Inc. She explained that the matter had originated in 2017 and that the proposed settlement would resolve the litigation for a payment of \$35,000, substantially less than the original cost of the disputed work. She noted that the matter had been discussed during Executive Session prior to Council's consideration.

ON MOTION OF MR. SCARTON, SECONDED BY MR. HARRISON, COUNCIL APPROVED THE SETTLEMENT AND RELEASE AGREEMENT IN THE MATTER OF AMERICAN ROOFING, INC. V. BOROUGH OF PORTAGE, CAMBRIA COUNTY CASE NO. 2017-4082, AND AUTHORIZED A COMPROMISE PAYMENT OF \$35,000. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

K. Fence Variance Public Hearing – 904 Gillespie Avenue

Dr. Makayla Zonfrilli-Lang explained that additional clarification had been received regarding the fence variance request submitted by the owners of 904 Gillespie Avenue. She advised Council that the applicants are requesting permission to replace an existing four-foot fence with a six-foot fence in the same location and are not seeking to expand the existing fence line. She recommended that the Borough re-advertise the public hearing to ensure the public notice accurately reflects the request.

ON MOTION OF MR. HARRISON, SECONDED BY MR. PORTASH, COUNCIL APPROVED AUTHORIZING ADVERTISEMENT OF A PUBLIC HEARING TO BE HELD ON JULY 20, 2026, AT 6:15 P.M. FOR A FENCE

VARIANCE REQUEST SUBMITTED FOR 904 GILLESPIE AVENUE. VIA ROLL CALL VOTE, MR. CADWALLADER, MR. SLEBODNICK, MR. SCARTON, MR. HARRISON, MR. PORTASH, MAYOR FOX, AND MR. WOZNIAK VOTED YES.

MOTION CARRIED 7-0.

VII. DISCUSSION ITEMS

A. Road Projects

Fran Steberger reviewed the status of current roadway projects previously discussed during his Public Works Report. He advised Council that milling operations had begun on several streets and that pothole repairs would continue throughout the Borough as weather and ongoing utility work permitted.

Mr. Steberger also provided an update regarding restoration work associated with the water project, noting that Borough staff continue to work with Continental Construction to ensure temporary roadway repairs are properly maintained until permanent restoration can be completed.

President George Wozniak asked whether there were any additional questions regarding current road projects.

Dr. Makayla Zonfrilli-Lang then invited questions or comments from members of the public regarding road conditions or Public Works matters.

Gary E. Vaughn, Sr. thanked Mr. Steberger for his years of service to the Borough and commended both Mr. Steberger and Public Works employee Logan Cadwallader for their snow removal efforts during the past winter. Mr. Vaughn wished Mr. Steberger well in his upcoming retirement.

B. Women's Club of Portage Presentation

Dr. Makayla Zonfrilli-Lang advised Council that representatives of the Women's Club of Portage were unable to attend the meeting as scheduled.

She stated that the organization is currently working on a park improvement project and intends to provide a presentation to Council at a future meeting.

No further discussion occurred.

VIII. UNFINISHED BUSINESS

A. Johnstown Housing Authority

Dr. Makayla Zonfrilli-Lang provided an update regarding ongoing discussions between the Borough and the Johnstown Housing Authority. She advised Council that communication continues through legal counsel and that the Borough remains hopeful an agreement can be reached.

Dr. Zonfrilli-Lang stated that, if negotiations are unsuccessful, the Borough may consider discontinuing certain services previously provided under the existing agreement, consistent with advice received from the Borough Solicitor and prior legal counsel.

She advised that the Borough would continue working toward a resolution and would provide additional updates as they become available.

No further discussion occurred.

IX. NEW BUSINESS

No new business was presented.

X. CITIZEN INPUT ON NON-AGENDA ITEMS

Dr. Makayla Zonfrilli-Lang opened the floor for citizen input on non-agenda items and reminded attendees that each speaker would be permitted up to five minutes for comments.

Gary Vaughn Sr. addressed Council:

“Good evening. I stand before you again to express my disappointment in the decisions, or lack thereof, of this Council.

Here are a few examples: the adoption of rules, policies, and ordinances that served no apparent need or purpose; the oversight this Council so willingly gives away; and the inability to be proactive. Every time we have to react to a poor decision, it costs taxpayers money.

Tonight, however, I want to speak about the elephant in the room: what I believe is a frivolous lawsuit.

This lawsuit is against the administrators of a local Facebook group, not against the Council itself. While the outcome of this needless action is still unknown, I have a few observations. These are my opinions, and mine alone.

I'm not sure any Council member will respond, because in the past they never have. I'm sure a few will simply point to the paperwork. Others may stare at me like a deer in the headlights. Regardless, most people listen with their ears. I'm not certain anyone who addresses this Council is truly heard.

When this lawsuit was initiated, the Council President claimed that most Borough residents supported the actions of this Council. From the comments I've heard and read, I have not found that statement to be true. In fact, many, if not most, people do not support this action.

How did each of you come to believe the Borough should even become involved? Were each of you that easily convinced?

Filing a lawsuit should never have been the first step in addressing this issue. The President stated that the intention was not to shut down the Facebook page. I believe that was, in fact, the intention.

To paraphrase what the mayor said, he acknowledged that he may have received poor advice, yet proudly stated that he would vote again to further put the taxpayers at risk by pursuing this lawsuit.

What could possibly justify that position?

Perhaps it's because it's easy to spend someone else's money.

Let's look at the path this unnecessary lawsuit has taken.

First, the solicitor believed there was a need for the Borough to join the lawsuit, based on concerns about an individual allegedly acting in bad faith. Yet the primary focus of the lawsuit was never the Borough itself. So why did we become involved?

Second, there were questionable votes, either actions taken during executive session or actions taken without formal votes. Many hours of legal work were authorized by this Council, and court filings were reportedly late or, in some cases, not filed at all.

Now the Borough appears to be trying to remove itself as a plaintiff, leaving the primary individual to stand alone.

Why is that? Are you finally realizing the mistake that was made in the beginning? By stepping away now, you're simply throwing that individual under the bus, just as you've done to others in the past.

Then there is the cost to the taxpayers.

If damages or attorney's fees are awarded to the defendants, I believe the seven Council members sitting before us, along with the Chief, should bear that cost personally. It should not come from any line item in the Borough budget.

I've heard it suggested that the money might come from the road budget. Really? Considering the condition of our roads, are we going to take money away from that budget?

Perhaps some members of Council were uncomfortable with making what I consider this frivolous decision. Nevertheless, you voted unanimously to spend taxpayer money on it.

The Borough, not the taxpayers, should bear the consequences. As elected representatives of this community, each Council member and the Chief should accept financial responsibility for these decisions. Perhaps that kind of accountability would lead to better decision-making in the future.

I realize these comments will likely have no impact on the conduct of this Council. Still, I hope each of you accepts responsibility for your actions. Whatever this lawsuit ultimately costs the Borough should weigh on each of you personally.

If you cannot represent the citizens of this Borough in a more positive and responsible manner, then perhaps resignation is the best avenue.

Once again, you have brought negative attention to Portage.

Thank you. ”

Dr. Zonfrilli-Lang asked whether any additional members of the public wished to address Council.

No additional comments were offered.

XI. GOOD OF THE BOROUGH

No additional matters were brought before Council under Good of the Borough.

XII. ADJOURNMENT

**ON MOTION OF MR. PORTASH, SECONDED BY MR. HARRISON, COUNCIL APPROVED
ADJOURNMENT OF THE MEETING. VIA VOICE VOTE.**

MOTION CARRIED 7-0.

The meeting adjourned at approximately **8:14 p.m.**

Respectfully Submitted,

Jessi Carney

Recording Secretary

Portage Borough
Deposit Detail
June 16 through July 20, 2026

Type	Num	Date	Name	Account	Amount
Deposit		06/16/2026		100.000 · Sweep Account/GF Checking	201.03
			District Court 47-3-03	331.110 · Local Fines	-201.03
					<u>-201.03</u>
Deposit		06/18/2026		100.000 · Sweep Account/GF Checking	291.11
			KEVIN ZOCK	362.410 · Compliance Bldg Permits	-20.00
			Quill Corporation	380.000 · Misc Revenue	-45.98
			Cambria County Clerk of Courts	331.130 · County Fines	-225.13
TOTAL					<u>-291.11</u>
Deposit		06/22/2026		100.000 · Sweep Account/GF Checking	59,258.57
			Municipal Authority of Portage	364.300 · Solid Waste Collection Charges	-56,012.03
			Portage Borough Tax Collector	301.100 · Current Real Estate Taxes	-2,866.54
			Peoples Natural Gas	362.420 · Sidewalk/Street Permits	-230.00
Payment 3263		06/22/2026	Rocker's Salon	Undeposited Funds	-150.00
TOTAL					<u>-59,258.57</u>
Deposit		06/25/2026		100.000 · Sweep Account/GF Checking	719.46
			Commonwealth of PA	331.000 · Fines	-29.46
Payment 8009		06/25/2026	OLDE KEGG LOUNGE	Undeposited Funds	-690.00
TOTAL					<u>-719.46</u>
Deposit		06/25/2026		100.000 · Sweep Account/GF Checking	298.83

Portage Borough
Deposit Detail
June 16 through July 20, 2026

		Meters	363.210 · Meter Collection	-298.83
TOTAL				<u>-298.83</u>
Deposit	07/02/2026		100.000 · Sweep Account/GF Checking	1,351.08
		County of Cambria Controller's Office	331.110 · Local Fines	-1,316.08
		Lexis Nexis	359.010 · Police Reimbursement	-15.00
		Hayden & Samantha Muth	321.000 · Licenses & Permits	-20.00
TOTAL				<u>-1,351.08</u>
Deposit	07/08/2026		100.000 · Sweep Account/GF Checking	8,056.23
		Portage Borough Tax Collector	140.000 · Taxes Receivable - Current	-7,397.26
		Myers Amusement	321.700 · Amusement Tax License	-570.00
		Quill Corporation	380.000 · Misc Revenue	-88.97
TOTAL				<u>-8,056.23</u>
Deposit	07/14/2026		100.000 · Sweep Account/GF Checking	479.64
		District Court 47-3-03	331.120 · Magistrate Fines	-321.89
		Olga Golden	410.000 · Police	-50.00
Payment 1963	07/14/2026	Benjamin G Schoenfeld	Undeposited Funds	-107.75
TOTAL				<u>-479.64</u>
TOTAL				<u>-70,655.95</u>

Portage Borough
Check Detail
June 16 through July 20, 2026

Type	Num	Date	Name	Paid Amount
Bill Pmt -Check	ACH	06/16/2026	CTR Employee Management Service	-13,690.73
TOTAL				<u>-13,690.73</u>
Bill Pmt -Check	ACH	06/29/2026	CTR Employee Management Service	-15,059.60
TOTAL				<u>-15,059.60</u>
Bill Pmt -Check	ACH	07/01/2026	Portage Area Sewer Authority	-112.00
TOTAL				<u>-112.00</u>
Bill Pmt -Check	ACH	07/01/2026	websurance	
Bill	WEBPA3122	07/01/2026		<u>-20.68</u>
TOTAL				-20.68
Bill Pmt -Check	ACH	07/06/2026	MEIT	
Bill	0298	07/01/2026		<u>-69.00</u>
TOTAL				-69.00

Portage Borough
Check Detail
June 16 through July 20, 2026

Bill Pmt -Check	ACH	07/07/2026 WEX Bank	
Bill	1960-00-121566-4	07/07/2026	-673.66
TOTAL			-673.66
Bill Pmt -Check	ACH	07/17/2026 AFLAC	
Bill	462553	07/17/2026	-218.26
TOTAL			-218.26
Bill Pmt -Check	28860	06/16/2026 1st Summit Bank 9078271	-1,093.38
TOTAL			-1,093.38
Bill Pmt -Check	28861	06/16/2026 Stiffler, McGraw & Associates	-7,817.53
TOTAL			-7,817.53
Bill Pmt -Check	28862	06/16/2026 Kick's Garage & Towing	-40.00
TOTAL			-40.00

Portage Borough
Check Detail
June 16 through July 20, 2026

Bill Pmt -Check	28863	06/17/2026 1st Summit Bank 9078558	-1,037.41
TOTAL			-1,370.41
Bill Pmt -Check	28864	06/17/2026 Municipal Authority of Portage	-3,278.75
TOTAL			-3,278.75
Bill Pmt -Check	28865	06/17/2026 Stiffler, McGraw & Associates	-1,154.93
TOTAL			-1,154.93
Bill Pmt -Check	28866	06/17/2026 Stiffler, McGraw & Associates	-1,711.50
TOTAL			-1,711.50
Bill Pmt -Check	28868	06/18/2026 Unifirst	-83.41
TOTAL			-83.41
Bill Pmt -Check	28869	07/01/2026 Quill Corporation	
Bill	49188977	06/22/2026	-36.37

Portage Borough
Check Detail
June 16 through July 20, 2026

TOTAL			-36.37
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Bill Pmt -Check	28870	07/01/2026 Unifirst	-164.19
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TOTAL			-164.19
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Bill Pmt -Check	28871	07/01/2026 Midstate Tool & Supply, Inc.	-135.75
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TOTAL			-135.75
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Bill Pmt -Check	28872	07/01/2026 Peoples Natural Gas	-351.38
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TOTAL			-351.38
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Bill Pmt -Check	28873	07/01/2026 Portage Auto Parts	-98.76
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TOTAL			-98.76
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Bill Pmt -Check	28874	07/01/2026 Portage Water Authority	-605.23
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TOTAL			-605.23
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Bill Pmt -Check	28875	07/01/2026 Smith Motor Sales	
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Portage Borough
Check Detail
June 16 through July 20, 2026

Bill	4969	07/01/2026	-20.00
TOTAL			<u>-20.00</u>
Bill Pmt -Check	28876	07/01/2026 State Workers Insurance Fund	
Bill	05982802	07/01/2026	-984.00
TOTAL			<u>-984.00</u>
Bill Pmt -Check	28877	07/01/2026 Martin Oil Company	
Bill	11810000	07/01/2026	-224.56
TOTAL			<u>-224.56</u>
Bill Pmt -Check	28878	07/01/2026 Martin Oil Co (Portage Location)	
Bill	92501	07/01/2026	-401.01
TOTAL			<u>-401.01</u>
Bill Pmt -Check	28879	07/01/2026 M&B Services	-18,098.18
TOTAL			<u>-18,098.18</u>

Portage Borough
Check Detail
June 16 through July 20, 2026

Bill Pmt -Check	28880	07/01/2026 LB Water Service, Inc.	
Bill	4043484	06/11/2026	-164.00
TOTAL			<u>-164.00</u>
Bill Pmt -Check	28881	07/01/2026 Internal Revenue Service (Form 941)	
Bill	Notice CP128	07/01/2026	-5,558.45
TOTAL			<u>-5,558.45</u>
Bill Pmt -Check	28882	07/01/2026 Comcast	-376.04
TOTAL			<u>-376.04</u>
Bill Pmt -Check	28883	07/01/2026 American Structure, LLC	-4,800.00
TOTAL		07/01/2026	<u>-4,800.00</u>
Bill Pmt -Check	28884	07/01/2026 American Roofing, Inc.	
Bill	2017 - 4082	07/01/2026	-35,000.00
TOTAL			<u>-35,000.00</u>

Portage Borough
Check Detail
June 16 through July 20, 2026

Bill Pmt -Check	28885	07/06/2026 Fran Steberger	
Bill	07/26	07/01/2026	-500.00
TOTAL			<u>-500.00</u>
Bill Pmt -Check	28886	07/06/2026 MetLife	
Bill	925793	07/01/2026	-750.00
TOTAL			<u>-750.00</u>
Bill Pmt -Check	28887	07/06/2026 Stuckey Ford	
Bill	0040430	07/01/2026	-54,155.00
TOTAL			<u>-54,155.00</u>
Bill Pmt -Check	28888	07/06/2026 1st Summit Bank-Christmas	-360.00
TOTAL			<u>-360.00</u>
Bill Pmt -Check	28890	07/06/2026 Fastenal	
Bill	PAJOH178360	07/01/2026	-78.00
TOTAL			<u>-78.00</u>

Portage Borough
Check Detail
June 16 through July 20, 2026

Bill Pmt -Check	28891	07/06/2026 MetLife	
Bill	925793	07/01/2026	-1,260.00
TOTAL			-1,260.00
Bill Pmt -Check	28892	07/06/2026 Portage Loyal Order of Moose	
Bill	073026	07/01/2026	-150.00
TOTAL			-150.00
TOTAL			
Bill Pmt -Check	28894	07/09/2026 Gabriel Fera PC	
Bill	2903	07/09/2026	-8,111.50
TOTAL			-8,111.50
Bill Pmt -Check	28895	07/17/2026 Stiffler, McGraw & Associates	-1,361.25
TOTAL			-1,361.25
Bill Pmt -Check	28896	07/17/2026 Stiffler, McGraw & Associates	-271.25

Portage Borough
Check Detail
June 16 through July 20, 2026

TOTAL			-271.25
Bill Pmt -Check	28897	07/17/2026 Stiffler, McGraw & Associates	-321.65
TOTAL			-321.65
Bill Pmt -Check	28898	07/17/2026 Penelec	
Bill	100 083 809 721	07/16/2026	-47.06
TOTAL			-47.06
Bill Pmt -Check	28899	07/17/2026 Penelec	
Bill	100 010 783 858	07/16/2026	-281.47
TOTAL			-281.47
Bill Pmt -Check	28900	07/17/2026 Penelec	
Bill	100 050 366 390	07/16/2026	-88.98
TOTAL			-88.98
Bill Pmt -Check	28901	07/17/2026 Aerial Communications	

Portage Borough
Check Detail
June 16 through July 20, 2026

Bill	28644	07/16/2026	-675.75
TOTAL			<u>-675.75</u>
Bill Pmt -Check	28902	07/17/2026 D.E. Gemmill	-10,927.56
TOTAL			<u>-10,927.56</u>
Bill Pmt -Check	28903	07/17/2026 Damin Printing Co	
Bill	86566	07/16/2026	-55.00
TOTAL			<u>-55.00</u>
Bill Pmt -Check	28904	07/17/2026 David Rosamilia	
Bill	07122026	07/16/2026	-15.18
TOTAL			<u>-15.18</u>
Bill Pmt -Check	28905	07/17/2026 EMC Insurance Companies	-360.17
TOTAL			<u>-3,630.17</u>
Bill Pmt -Check	28906	07/17/2026 Fran Steberger	

Portage Borough
Check Detail
June 16 through July 20, 2026

Bill	Q22026	07/17/2026	-60.00
TOTAL			-60.00
Bill Pmt -Check	28907	07/17/2026 Martin Oil Company	
Bill	11880622	07/16/2026	-118.70
TOTAL			-118.70
Bill Pmt -Check	28908	07/17/2026 PA One Call System, Inc.	
Bill	1172943	07/16/2026	-36.00
TOTAL			-36.00
Bill Pmt -Check	28909	07/17/2026 Recorder of Deeds	
Bill	072026	07/16/2026	-278.75
TOTAL			-278.75
Bill Pmt -Check	28910	07/17/2026 Stagers Distributing Company	-184.59
TOTAL			-184.59
Bill Pmt -Check	28911	07/17/2026 Tribune Democrat	-301.20

Portage Borough
Check Detail
June 16 through July 20, 2026

TOTAL

-301.20

Bill Pmt -Check 28912

07/17/2026 1st Summit Bank 9078271

-1,093.38

TOTAL

-1,093.38

Bill Pmt -Check 28913

07/17/2026 1st Summit Bank 9078558

-1,370.41

TOTAL

-1,370.41

TOTAL

-199,894.61

Portage Borough Liquid Fuels Account

Check Detail

June 16 through July 20, 2026

	Type	Num	Date	Name	Paid Amount	Original Amount
	Bill Pmt -Check	ACH	07/17/2026	NESL		-4,092.70
	Bill	8856711	07/17/2026		-4,092.70	4,092.70
TOTAL					-4,092.70	4,092.70
	Bill Pmt -Check	1371	07/17/2026	Penelec		-47.47
	Bill	100 147 889 966	07/17/2026		-47.47	47.47
TOTAL					-47.47	47.47
	Bill Pmt -Check	1372	07/17/2026	Penelec		-36.58
	Bill	100 077 894 028	07/17/2026		-36.58	36.58
TOTAL					-36.58	36.58
	Bill Pmt -Check	1373	07/17/2026	Penelec		-59.25
	Bill	100 147 889 974	07/17/2026		-59.25	59.25
TOTAL					-59.25	59.25
	Bill Pmt -Check	1374	07/17/2026	Penelec		-82.56
	Bill	100 147 889 982	07/17/2026		-82.56	82.56
TOTAL					-82.56	82.56
	Bill Pmt -Check	1375	07/17/2026	Penelec		-281.47
	Bill	100 010 783 858	07/17/2026		-281.47	281.47

Portage Borough Liquid Fuels Account

Check Detail

June 16 through July 20, 2026

	Type	Num	Date	Name	Paid Amount	Original Amount
TOTAL					-281.47	281.47
	Bill Pmt -Check	1396	07/06/2026	PWA		-504.15
	Bill	704	07/06/2026		-504.15	504.15
TOTAL					-504.15	504.15
	Bill Pmt -Check	1397	07/06/2026	Penelec		-2,785.45
	Bill	100 011 950 449	07/06/2026		-2,785.45	2,785.45
TOTAL					-2,785.45	2,785.45
	Bill Pmt -Check	1398	07/06/2026	NESL		-460.85
	Bill	8837117	07/06/2026		-460.85	460.85
TOTAL					-460.85	460.85
TOTAL						8,350.48

Borough of Portage

PORTAGE, PENNSYLVANIA

ORDINANCE

Ordinance No. 5-2024

*An Ordinance of the Portage Borough Council
Amending Chapter 21, Part 1 of the Portage
Borough Code of Ordinances*

WHEREAS, on April 5, 1999, Council enacted Chapter 21, Part 1 of the Portage Borough Code of Ordinances regarding Street Excavations (“Street Excavation Ordinance”); and

WHEREAS, Council has reviewed certain procedures and regulations contained in the Street Excavation Ordinance; and

WHEREAS, Council is amending the Street Excavation Ordinance as provided for herein.

NOW THEREFORE, BE IT ORDAINED by the Borough of Portage that the Street Excavation Ordinance is hereby and herein amended as follows (the amended language is in *italics and underlined*):

Section 1. The index to Part 1 of the Street Excavation Ordinance shall be amended to read as follows:

- §101 Definitions
- §102 Permit Required to Make Opening or Excavation
- §103 Application for Permit
- §104 Permit Fee
- §105 Issuance of Permits Restricted
- §106 Information Contained on Permit
- §107 Permit Approval / Disapproval
- §108 Responsibility to Contact Utilities
- §109 Refilling of Opening or Excavation; Restoration of Surface; Responsibility for Defects Occurring within Two Years

- §110 Responsibility of Permit Holder for Certain Work; Right of Borough to Do Certain Work; Charges Therefor
- §111 Requirements for Work; Correction of Unsatisfactory Work; Completion of Incomplete Work
- §112 Restoration
- §113 Emergency Openings
- §114 Restrictions Regarding Trees and Shrubbery
- §115 New Pavement Requirements
- §116 Responsibility for Damage to Underground Facilities
- §117 Replacement of Pavement Markings, Traffic Control Devices and Property Pins or Monuments
- §118 Permittee Responsibilities for Future Relocation of Work
- §119 Conditions for Laying and Extending Utility Lines
- §120 Bond Required
- §121 Payment for Work Done by Borough
- §122 Penalties
- §123 Schedule of Fees for Road Occupancy and Driveway Permits

Section 2. Section 103 of the Street Excavation Ordinance shall be amended as follows:

- (a) The first sentence of Section 103 shall be amended to read as follows:
 - (a) Any person who shall desire to make any opening or excavation in any of the streets in the Borough of Portage shall make application to the Public Works Director.
- (b) The remaining provisions of Section 103 shall remain in full force and effect as written.
- (c) The following provisions shall be added to Section 103:
 - (b) The application for a permit shall be accompanied with a cost estimate of the required restoration for determining the value of the performance bond and a plan showing the following:
 - (1) Location of the intended facility, width of traveled roadway, right-of-way lines and the distance to the nearest intersecting public street, road or highway;
 - (2) Existing utilities adjacent to the excavation, including Pennsylvania One Call information;

- (3) Existing surface cover;
- (4) Method of installation;
- (5) Proposed restoration consistent with these Borough regulations, including, but not limited to subbase materials, pavement materials, pavement thickness and widths, concrete installation details and seeding requirements, as applicable; and
- (6) Specifications of the proposed materials and installation methods.

Section 3. Section 110 of the Street Excavation Ordinance shall be amended to read as follows:

All other work with openings in any street, including excavation, protection, refilling and temporary paving, shall be done by or for the person to whom or which the permit has been issued at his expense. All such work shall be subject to the provisions of this Part and to the supervision and approval of the Public Works Director. The Public Works Director may, if he deems it necessary to the proper performance of the work, require that cutting of the surface of streets and the backfilling of all excavations therein shall be done by the Borough; in which event, the applicant shall pay the actual cost of the work performed by the Borough.

Section 4. Section 111 of the Street Excavation Ordinance shall be amended as follows:

- (a) Subsection 4 shall be amended to read as follows:

No tunneling shall be allowed without the express approval of the Public Works Director and permission therefor endorsed upon the permit. The backfilling of a tunnel excavation shall be made only in the presence of the Public Works Director or an inspector designated by him and shall be done only in a method approved by him.

- (b) Subsection 5 shall be repealed and removed.
- (c) Subsection 6 shall be repealed and removed.
- (d) Subsection 7 shall be renumbered as Subsection 5 and remain in full force and effect as written.

- (e) An amended Subsection 6 shall be added to Section 111 and shall read as follows:

Where the removal of a portion of a curb, sidewalk or curb and gutter is required to perform the work; the curb, sidewalk or gutter shall be restored in accordance with Part 3 of this Chapter.

- (f) Subsection 8 shall be renumbered as Subsection 7 and remain in full force and effect as written.

- (g) Subsection 9 shall be renumbered as Subsection 8 and amended to read as follows:

The applicant shall notify the Public Works Director when the opening or excavation is ready for backfilling before any backfilling is done; when backfilling work is completed, when the temporary paving has been installed and when the street has been permanently restored so that inspections may be made.

- (h) Subsection 10 shall be renumbered as Subsection 9 and amended to read as follows:

In the event that any work performed by or for a permit holder shall, in the opinion of the Public Works Director be unsatisfactory and the same shall not be corrected in accordance with his instructions within the time fixed by him or in the event that the work for which the permit was granted is not completed within the time fixed by the Public Works Director; the Borough may proceed to correct such unsatisfactory work or complete any such work not completed and charge the cost thereof, plus twenty percent to the applicant.

Section 5. A new Section 112 shall be added to the Street Excavation Ordinance and read as follows:

§112. RESTORATION

- (a) Temporary Restoration

- (1) Cold or warm mix bituminous pavement shall be installed flush with the surface of the adjoining pavement within seven (7) calendar days after the work is performed in roadway, sidewalk, curb and berm. Note: Berm restoration with the same type of material as previous conditions.
- (2) Maintain temporary restoration in a condition satisfactory to the Borough. The Borough will provide the applicant verbal notice and twenty-four hours to repair any unsatisfactory conditions if the applicant fails to rectify a defect which presents an immediate or imminent safety or health problem. The Borough or its agents may do the work and impose upon the applicant the cost thereof, together with an additional twenty percent of the cost.
- (3) Permanent restoration must be completed within ninety days of placement of temporary restoration or thirty days after substantial completion, whichever occurs first.

(b) Permanent Restoration

- (1) Permanent pavement restoration within Borough streets must be performed by a Pennsylvania Department of Transportation ("PennDot") prequalified paving contractor.
- (2) Where bituminous pavement is disturbed, the excavation or opening shall be made by a clean cut with a diamond wheel or similar instrument. Openings shall be saw cut back twelve inches from the limit of the trench or depression, whichever is greater. If the edge of a cut is within twenty-four inches of a roadway edge, existing asphalt to the berm shall be removed. The distances referenced herein shall be measured after the twelve inch finish cut.

- (3) Any person opening or disturbing any road shall backfill any resulting excavation with Type 2A aggregate as specified in PennDot Publication 408 (Latest Edition) ("Publication 408"), Section 703.2(c) - Table C (or as said section is or may be amended from time to time). Backfill shall be limestone or shall demonstrate a dry weight in pounds per cubic feet equivalent to or greater than limestone. Compaction of the aggregate shall be in lifts of no more than six inches.
- (4) Four and one-half inches of SuperPave asphalt mixture base course shall be placed over the backfill in accordance with Publication 408, Section 313 (or as said section is or may be amended from time to time) and shall conform to the most recent calculation methodology available from PennDot. Unless otherwise directed, the design shall be WMA Base Course, PG 64-22, 0.3 to < 3.0 million ESALS, 25 mm mix.
- (5) One and one-half inches of SuperPave asphalt mixture Wearing Course shall be placed over the Base Course in accordance with Publication 408, Section 410 (or as said section is or may be amended from time to time) and shall conform to the most recent calculation methodology available from PennDot. Unless otherwise directed, the design shall be WMA Wearing Course, PG 64-22, 0.3 to < 3.0 million ESALS, 9.5 mm mix, SRL-G or approved equal. The wearing course of the top coat shall conform to the existing roads and edges. The connecting joint or road edges will be a clean saw cut or a three feet tapered milled edge. Curb to curb restoration will require a six feet tapered milled edge.
- (6) The joints at all Road openings shall be cleaned and sealed in accordance with Publication 408, Section 469. Joint Sealer shall be PG 64-22 or approved equal.

- (7) If a longitudinal opening longer than one hundred linear feet is made, contractor shall overlay the traffic lanes in which the opening was made for the entire length of the opening. If the pavement cut crosses over the road centerline, full lane width overlay is required for both lanes. The overlay shall extend ten linear feet from the beginning and the end of the opening. Overlay requires milling top one and one-half inches of existing pavement. At the end of the overlay, the contractor shall install a paving notch in accordance with PennDot Roadway Construction Standard RC-28 ("Standard RC-28") and provide a minimum ten foot transition.
- (8) If two or more cross cuts are made within one hundred linear feet of pavement, contractor shall overlay the traffic lanes in which the openings were made for the entire length between openings. Overlay requires milling top one and one-half inches of existing pavement. At the end of the overlay, the contractor shall install a paving notch in accordance with Standard RC-28 and provide a minimum ten foot transition.
- (9) If four or more openings are made within one hundred linear feet of pavement, contractor shall overlay the traffic lanes in which the openings were made for the entire length between openings. Overlay requires one and one-half inches of existing pavement. At the end of the overlay, the contractor shall install a paving notch in accordance with Standard RC-28 and provide a minimum ten foot transition.
- (10) All openings shall be rectangular and a transverse opening shall be at a ninety degree angle to the curb. All restorations cut that are within twenty-four inches of the road edge must remove the adjoining piece and be fully restored. The restoration work will be organized as to lane configurations and consideration will be given to crown or other drainage considerations as to the placement of the opening and the restoration work.

Section 6. Section 112 of the Street Excavation Ordinance shall be renumbered as Section 113 and remain in full force and effect as written.

Section 7. Section 113 of the Street Excavation Ordinance shall be renumbered as Section 114 and remain in full force and effect as written.

Section 8. Section 114 of the Street Excavation Ordinance shall be renumbered as Section 115 and amended to read as follows:

NEW PAVEMENT REQUIREMENTS

- (a)** Pavement shall be considered new for a period of five years from the date of complete placement of the new pavement.
- (b)** The Public Works Director shall give timely notice to all persons owning property abutting on any street within the Borough of Portage about to be paved or improved and to all public utility companies operating in the Borough and all such persons and utility companies shall make all water, gas or sewer connections, as well as any repairs thereto which would necessitate excavation of the said street within thirty days from the giving of such notice, unless such time is extended in writing for cause shown by the Public Works Director. New paving shall not be opened or excavated for a period of five years after the completion thereof, except in case of emergency, the existence of which emergency and the necessity for the opening or excavating of such paving to be determined by the Public Works Director. If it is sought to excavate upon or open a street within five years after the completion of the paving; applicant shall make written application to the Borough Council and a permit for such opening shall be issued only after express approval of the Borough Council.
- (c)** If the Borough Council approves a permit to excavate within new pavement and the utility or contractor shall make cuts in new pavement for the purposes of replacing a main line on a street or part thereof or for purposes of making improvements, improving or upgrading or repairing an existing system or when any utility or contractor shall for any purposes make a cut or cuts in new pavement totaling ninety square feet or more within any block of less than three hundred feet in the Borough, then the utility or contractor shall be required to backfill and permanently restore, refinish, mill and repave the entire width of said street from curb to curb for the entire length of the block or blocks of said street or streets where there is located any pavement cut or parts thereof with said backfilling and restoring, refinishing, milling and repaving to be done.

Section 9. Section 116 of the Street Excavation Ordinance shall be amended to read as follows:

RESPONSIBILITY FOR DAMAGE TO UNDERGROUND FACILITIES.

In the event a cut is made and upon inspection, damage to another utility's underground facilities is discovered, it shall be the responsibility of the party making the cut to contact Pennsylvania One Call and all concerned pertinent utilities to instruct them to have representatives inspect the condition before any backfilling begins.

Section 10. Section 117 of the Street Excavation Ordinance shall be amended to read as follows:

REPLACEMENT OF PAVEMENT MARKINGS, TRAFFIC CONTROL DEVICES AND PROPERTY PINS OR MONUMENTS.

- (a) The utility and/or its contractor must replace, in kind, all pavement markings, damaged or removed by pavement cuts and work incident thereto. All markings must be replaced within five days after permanent restoration. Should the contractor fail to replace same, the Borough shall contract to have the necessary repairs made and bill the utility for the costs of the work, plus a twenty percent penalty.
- (b) Electronic traffic control devices and ancillary equipment damaged or removed because of pavement excavation or work incident thereto must be replaced by the utility or its contractor, in kind, in whole or in part, as required by the Borough. The Borough shall contract to have the necessary repairs made and bill the utility for the costs of the work, plus a twenty percent penalty.
- (c) All property pins or survey control monuments damaged or altered as a result of the contractor's work shall be replaced at the contractor's expense by a registered professional land surveyor licensed in the Commonwealth of Pennsylvania.

Section 11. Section 115 of the Street Excavation Ordinance shall be renumbered as Section 118 and remain in full force and effect as written.

Section 12. Section 116 of the Street Excavation Ordinance shall be renumbered as Section 119 and amended to read as follows:

No new water, sewer, steam or gas main or electric, telephone or other utility line shall hereafter be laid or constructed and no such existing main or line shall be extended in any of the streets of the Borough until the plan therefor shall have been first filed with the Public Works Director and such plan and the exact location of such main or line, approved by him, the Public Works Director shall not approve the locating of any such main or line at a depth of less than thirty-six inches from the surface of the street unless he shall be convinced that locating the same at a depth of more than thirty inches from the surface is impossible or impractical.

Section 13. Section 117 of the Street Excavation Ordinance shall be renumbered as Section 120 and amended to read as follows:

No person, company, corporation or association shall dig up any street or alley without first giving to the Borough of Portage a bond with some acceptable trust or surety company as surety conditioned for the faithful performance of these provisions and also for any and all damages, claims, demands, suits, costs and counsel fees occasioned or arising from the digging up, opening or closing of said streets and alleys. The Borough shall determine the amount of the bond and it shall be in relation to the cost of restoring the pavement cut to be made by the permittee. The term of each such bond shall begin upon the date of posting thereof and shall terminate twelve months following the receipt by the permittee of a certificate of final inspection from the Public Works Director. If the permittee anticipates requesting more than one permit per year, he/she may file a continuing corporate surety bond conditioned for compliance with the specifications of the Borough and the provisions of this Part in such an amount as the Borough deems necessary. The amount of such bond shall be in relation to the cost of restoring pavement cuts to be made by the permittee throughout the year. In the case of a public utility company, its corporate bond, in a form satisfactory to the Borough Solicitor, may be accepted in lieu of the corporate surety bond required by this Section.

Section 14. Section 118 of the Street Excavation Ordinance shall be renumbered as Section 121 and remain in full force and effect as written.

Section 15. Section 119 of the Street Excavation Ordinance shall be renumbered as Section 122 and remain in full force and effect as written.

Section 16. Section 123 shall be added to the Street Excavation Ordinance and read as follows:

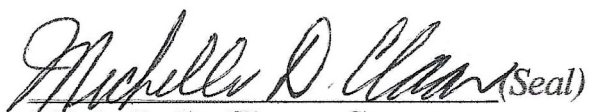
SCHEDULE OF FEES FOR ROAD OCCUPANCY AND DRIVEWAY PERMITS

- (a) The Borough shall assess Permit Issuance fees which shall be applied to the administrative costs incurred in reviewing the application and plans and issuing and processing the Permit.
- (b) The Borough shall assess General Permit Inspection fees which shall be applied to the costs incurred in the preliminary review of the location covered by the Permit and/or spot inspections of the permitted work and/or subsequent inspections after the permitted work has been completed.
- (c) The Schedule of Fees shall be established by Council by Resolution and may be amended or modified from time to time by further Resolution of Council.

ORDAINED AND ENACTED this fifteenth day of July, 2024

BOROUGH OF PORTAGE

By: 
George J. Wozniak - President

Attest:  (Seal)
Michelle D. Claar - Secretary

Easement Agreement

This DECLARATION OF EASEMENT, made this 12th day of Sept, 2025, by and between **Joseph R. Kondisko and Allana M. Kondisko, Trustees of the Allana and Joseph Kondisko Living Trust dated May 3, 2023 and any amendments thereto and Dominic Bellvia and Diane Bellvia** ("Grantors") and **The Borough of Portage**, a home rule municipal corporation, organized and existing pursuant to the laws of the Commonwealth of Pennsylvania with principal offices located in Portage Borough, Cambria County, Pennsylvania ("Grantee") provides as follows:

WHEREAS, Grantors are the owners of a certain parcel of real property located in Portage Borough, Cambria County, Pennsylvania further identified as Cambria County UPI/Tax Map number 47-013. -113.000 and more fully described as Cambria County Instrument number 2023-8417; and

WHEREAS, Grantors have agreed to grant and convey to the Grantee a temporary construction easement and right-of-way and a permanent maintenance easement and right-of-way for the purposes hereinafter set forth.

NOW, THEREFORE, in consideration of the foregoing and in further consideration of the sum of one dollar (\$1.00), in hand paid, the receipt of which is hereby acknowledged and intending to be legally bound, Grantors do hereby create, grant and declare the following easement and right-of-way, subject to the terms, covenants and conditions stated in this Declaration of Easement:

1. Grantors do hereby grant to Grantee, its successors and assigns a temporary construction right-of-way or easement and permanent maintenance right-of-way or easement consistent with the attached "Draft" revised September 4, 2025; for the purpose of ingress and egress related to the repair, replacement and maintenance of a portion of the sidewalk along Main Street in Portage Borough. Said temporary and permanent easement areas being more fully described on the attached draft which is incorporated herein.

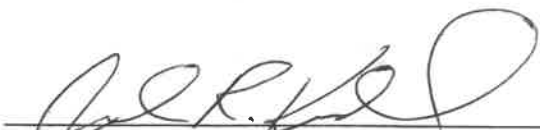
Together with the right of ingress and egress into and along the same at all times for the Grantee, its agents, successors and assigns for the purposes hereinbefore described.

2. Grantee agrees to restore the disturbed surface area of any part of the said easement or right-of-way to its original condition, or as near thereto as is practicable, after completion of any construction, maintenance, or repair.
3. Grantors agree that no barriers, fences, curbs or any other obstruction to the free and unhampered use of said easement and right-of-way shall hereafter be installed or constructed, nor shall any automobiles, trucks, motor vehicles or other personal property nor any building or other structure be parked, stored, constructed or placed upon any part of said easement or right-of-way.
4. The encumbrance herein created shall extend not only to the record owner of the lands described and depicted herein, but also in favor of their heirs, assigns, successors in interest, mortgagees, any tenants to whom they may grant rights and privileges.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be properly executed on the day and year first above written.

BOROUGH OF PORTAGE


Allana M. Kondisko - Trustee of the
*Allana and Joseph Kondisko Living
Trust dated May 3, 2023*


Joseph R. Kondisko - Trustee of the
*Allana and Joseph Kondisko Living
Trust dated May 3, 2023*


Dominic Bellvia

By: 
George J. Wozniak - President

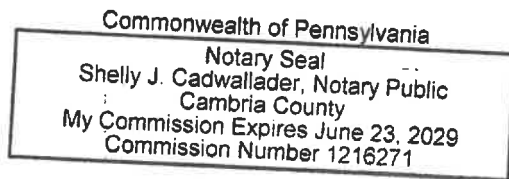
Attest:  (Seal)
Theresa B. Holland - Secretary


Diane Bellvia

Commonwealth of Pennsylvania
County of Cambria:

On this 27 day of October, 2025, before me, the undersigned officer, personally appeared **George J. Wozniak** and **Theresa B. Holland** who acknowledged themselves to be the President and Secretary of the Portage Borough Council and that they, as such officers, being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

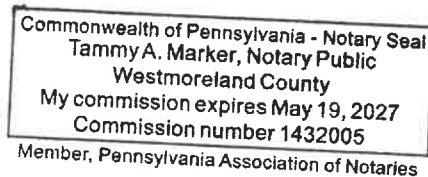


Shelly J. Cadwallader
Notary Public

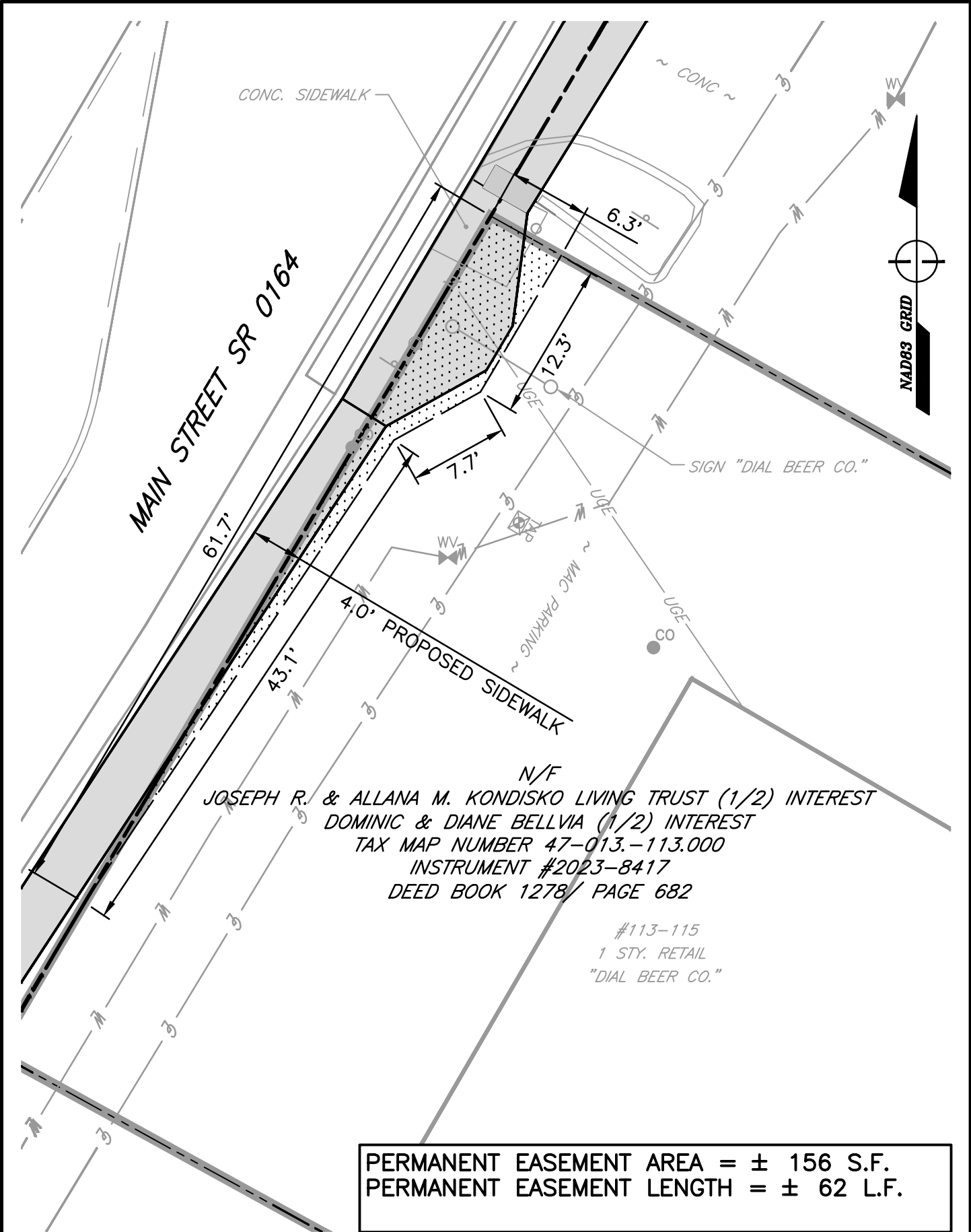
Commonwealth of Pennsylvania
County of Westmoreland:

On this 12 day of September, 2025, before me, the undersigned officer, personally appeared **Joseph R. Kondisko**, **Allana M. Kondisko**, **Dominic Bellvia** and **Diane Bellvia** known to me or satisfactorily proven to be the persons whose names appear on the within instrument and that they executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



Tammy A. Marker
Notary Public



NOTES:

1. PROPERTY LINE LOCATIONS WERE COMPILED FROM TAX RECORDS AND RECORDED DEED INFORMATION AND DO NOT REPRESENT A BOUNDARY RETRACEMENT SURVEY.
2. PERMANENT SIDEWALK EASEMENT TO BE AS NOTED.
3. TEMPORARY CONSTRUCTION EASEMENT TO BE AS NOTED.

LEGEND

- TEMPORARY EASEMENT
- SIDEWALK EASEMENT
- SUBJECT PROPERTY LINE
- RIGHT-OF-WAY LINE
- PROPOSED CONCRETE SIDEWALK



1731 N. Juniata Street
Hollidaysburg, PA 16648
Phone: 814.696.6280 Fax: 814.696.6240

DRAFT SHOWING
SIDEWALK EASEMENT
TO BE ACQUIRED BY
PORTAGE BOROUGH

FROM
JOSEPH R. & ALLANA M. KONDISKO LIVING TRUST (1/2) INTEREST
& DOMINIC & DIANE BELLVIA (1/2) INTEREST
SITUATE

BOROUGH OF PORTAGE
CAMBRIA COUNTY, PENNSYLVANIA

DRAWN BY: JML	SCALE: 1"=10'	REVISION DATE: 9/4/2025	PLAT NO.: EASE-KONDISKO	PROJECT NO.: 24-0037
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Easement Agreement

This DECLARATION OF EASEMENT, made this 2 day of Dec, 2025, by and between **KJBE Rentals, LLC**, a limited liability company organized and existing pursuant to the laws of the Commonwealth of Pennsylvania with a registered office located in Portage, Cambria County, Pennsylvania ("Grantor") and **The Borough of Portage**, a home rule municipal corporation, organized and existing pursuant to the laws of the Commonwealth of Pennsylvania with principal offices located in Portage Borough, Cambria County, Pennsylvania ("Grantee") provides as follows:

WHEREAS, Grantor is the owner of a certain parcel of real property located in Portage Borough, Cambria County, Pennsylvania further identified as Cambria County UPI/Tax Map number 46-009. -109.000 and more fully described as Cambria County Instrument number 2025-42.

WHEREAS, Grantor has agreed to grant and convey to the Grantee a temporary construction easement and right-of-way and a permanent maintenance easement and right-of-way for the purposes hereinafter set forth.

NOW, THEREFORE, in consideration of the foregoing and in further consideration of the sum of one dollar (\$1.00), in hand paid, the receipt of which is hereby acknowledged and intending to be legally bound, Grantor does hereby create, grant and declare the following easement and right-of-way, subject to the terms, covenants and conditions stated in this Declaration of Easement:

1. Grantor does hereby grant to Grantee, its successors and assigns a temporary construction right-of-way or easement and permanent maintenance right-of-way or easement consistent with the attached "Draft" revised May 22, 2025; for the purpose of ingress and egress related to the repair, replacement and maintenance of a portion of the sidewalk along Main Street in Portage Borough. Said temporary and permanent easement areas being more fully described on the attached draft which is incorporated herein.

Together with the right of ingress and egress into and along the same at all times for the Grantee, its agents, successors and assigns for the purposes hereinbefore described.

2. Grantee agrees to restore the disturbed surface area of any part of the said easement or right-of-way to its original condition, or as near thereto as is practicable, after completion of any construction, maintenance, or repair.
3. Grantor agrees that no barriers, fences, curbs or any other obstruction to the free and unhampered use of said easement and right-of-way shall hereafter be installed or constructed, nor shall any automobiles, trucks, motor vehicles or other personal property nor any building or other structure be parked, stored, constructed or placed upon any part of said easement or right-of-way.
4. The encumbrance herein created shall extend not only to the record owner of the lands described and depicted herein, but also in favor of their heirs, assigns, successors in interest, mortgagees, any tenants to whom they may grant rights and privileges.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be properly executed on the day and year first above written.

KJBE RENTALS, LLC

By: _____

Kevin Randall - President

Attest: _____ (Seal)

BOROUGH OF PORTAGE

By: _____

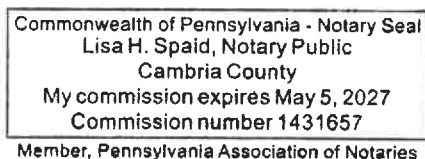
George J. Wozniak - President

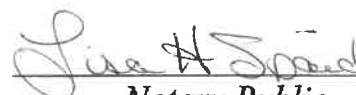
Attest: Sharon Squillario (Seal)
Theresa B. Holland - Secretary
Sharon Squillario

Commonwealth of Pennsylvania
County of Cambria:

On this 15th day of January, ²⁰²⁶~~2025~~, before me, the undersigned officer, personally appeared **George J. Wozniak** and ~~Theresa B. Holland~~ ^{Sharon Squitlar} who acknowledged themselves to be the President and Secretary of the Portage Borough Council and that they, as such officers, being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

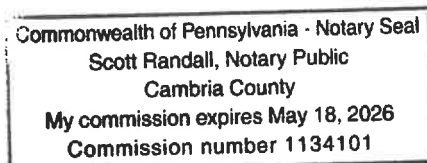



Notary Public

Commonwealth of Pennsylvania
County of Cambria:

On this 2 day of Dec, 2025, before me, the undersigned officer, personally appeared **Kevin Randall** and Kevin Randall known to me or satisfactorily proven to be the persons whose names appear on the within instrument and that they executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.




Notary Public

2. Grantee agrees to restore the disturbed surface area of any part of the said easement or right-of-way to its original condition, or as near thereto as is practicable, after completion of any construction, maintenance, or repair.
3. Grantor agrees that no barriers, fences, curbs or any other obstruction to the free and unhampered use of said easement and right-of-way shall hereafter be installed or constructed, nor shall any automobiles, trucks, motor vehicles or other personal property nor any building or other structure be parked, stored, constructed or placed upon any part of said easement or right-of-way.
4. The encumbrance herein created shall extend not only to the record owner of the lands described and depicted herein, but also in favor of their heirs, assigns, successors in interest, mortgagees, any tenants to whom they may grant rights and privileges.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be properly executed on the day and year first above written.

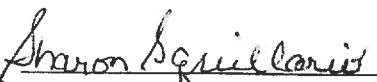
KJBE RENTALS, LLC

By: 
Kevin Randall - President

Attest: _____ (Seal)

BOROUGH OF PORTAGE

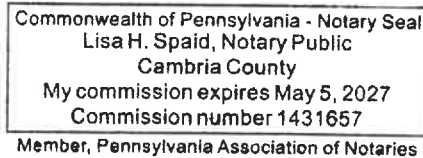
By: 
George J. Wozniak - President

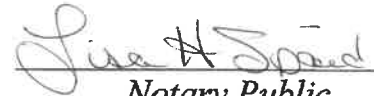
Attest:  (Seal)
Theresa B. Holland - Secretary
Sharon Squillario

Commonwealth of Pennsylvania
County of Cambria:

On this 15th day of January, ²⁰²⁶~~2025~~, before me, the undersigned officer, personally appeared **George J. Wozniak** and ~~Theresa B. Holland~~ ^{Sharon Squitieri} who acknowledged themselves to be the President and Secretary of the Portage Borough Council and that they, as such officers, being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

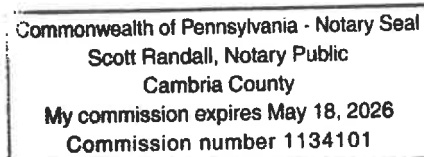



Notary Public

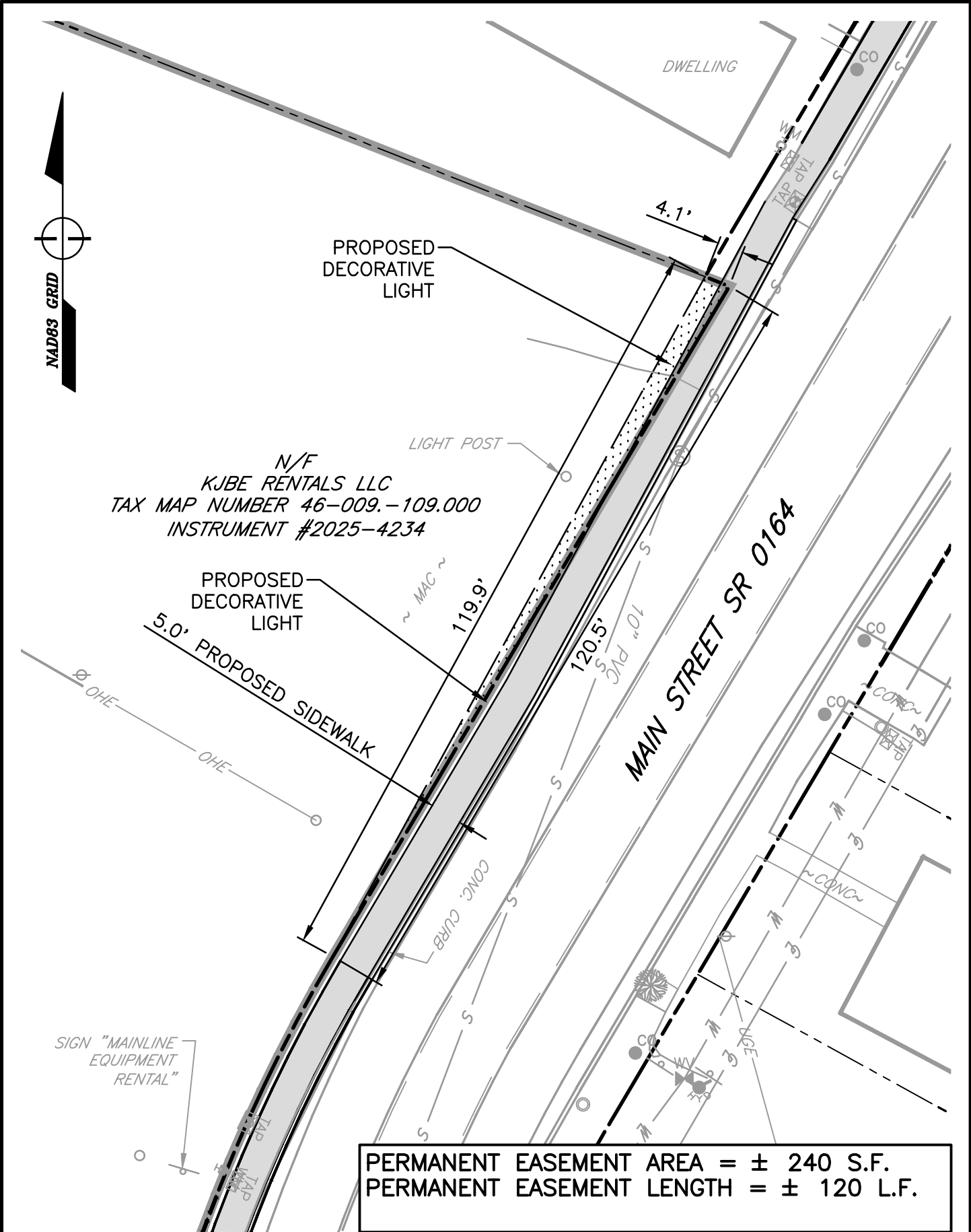
Commonwealth of Pennsylvania
County of Cambria:

On this 2 day of Dec, 2025, before me, the undersigned officer, personally appeared **Kevin Randall** and Kevin Randall known to me or satisfactorily proven to be the persons whose names appear on the within instrument and that they executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.




Notary Public



PERMANENT EASEMENT AREA = ± 240 S.F.
PERMANENT EASEMENT LENGTH = ± 120 L.F.

NOTES:

- 1. PROPERTY LINE LOCATIONS WERE COMPILED FROM TAX RECORDS AND RECORDED DEED INFORMATION AND DO NOT REPRESENT A BOUNDARY RETRACEMENT SURVEY.
- 2. PERMANENT SIDEWALK EASEMENT TO BE AS NOTED.
- 3. TEMPORARY CONSTRUCTION EASEMENT TO BE AS NOTED.

LEGEND

- TEMPORARY EASEMENT
- SIDEWALK & LIGHTING EASEMENT
- SUBJECT PROPERTY LINE
- RIGHT-OF-WAY LINE
- PROPOSED CONCRETE SIDEWALK



1731 N. Juniata Street
Hollidaysburg, PA 16648
Phone: 814.696.6280 Fax: 814.696.6240

DRAFT SHOWING
SIDEWALK & LIGHTING EASEMENT
TO BE ACQUIRED BY
PORTAGE BOROUGH
FROM
KJBE RENTALS LLC
SITUATE
BOROUGH OF PORTAGE
CAMBRIA COUNTY, PENNSYLVANIA

DRAWN BY: JML	SCALE: 1"=20'	REVISION DATE: 5/22/2025	PLAT NO.: EASE-KJBE	PROJECT NO.: 24-0037
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Easement Agreement

This DECLARATION OF EASEMENT, made this 2nd day of December, 2025, by and between **Clark D. Randall** and **Scott Randall**, adult individuals residing in Portage Borough, Cambria County, Pennsylvania ("Grantors") and **The Borough of Portage**, a home rule municipal corporation, organized and existing pursuant to the laws of the Commonwealth of Pennsylvania with principal offices located in Portage Borough, Cambria County, Pennsylvania ("Grantee") provides as follows:

WHEREAS, Grantors are the owners of a certain parcel of real property located in Portage Borough, Cambria County, Pennsylvania further identified as Cambria County UPI/Tax Map number 47-013. -114.000 and more fully described in Cambria County Deed Book 2785 at page 1353; and

WHEREAS, Grantors have agreed to grant and convey to the Grantee a temporary construction easement and right-of-way and a permanent maintenance easement and right-of-way for the purposes hereinafter set forth.

NOW, THEREFORE, in consideration of the foregoing and in further consideration of the sum of one dollar (\$1.00), in hand paid, the receipt of which is hereby acknowledged and intending to be legally bound, Grantors do hereby create, grant and declare the following easement and right-of-way, subject to the terms, covenants and conditions stated in this Declaration of Easement:

1. Grantors do hereby grant to Grantee, its successors and assigns a temporary construction right-of-way or easement and permanent maintenance right-of-way or easement consistent with the attached "Draft" revised May 30, 2025; for the purpose of ingress and egress related to the repair, replacement and maintenance of a portion of the sidewalk along Main Street in Portage Borough. Said temporary and permanent easement areas being more fully described on the attached draft which is incorporated herein.

Together with the right of ingress and egress into and along the same at all times for the Grantee, its agents, successors and assigns for the purposes hereinbefore described.

2. Grantee agrees to restore the disturbed surface area of any part of the said easement or right-of-way to its original condition, or as near thereto as is practicable, after completion of any construction, maintenance, or repair.
3. Grantor agrees that no barriers, fences, curbs or any other obstruction to the free and unhampered use of said easement and right-of-way shall hereafter be installed or constructed, nor shall any automobiles, trucks, motor vehicles or other personal property nor any building or other structure be parked, stored, constructed or placed upon any part of said easement or right-of-way.
4. The encumbrance herein created shall extend not only to the record owner of the lands described and depicted herein, but also in favor of their heirs, assigns, successors in interest, mortgagees, any tenants to whom they may grant rights and privileges.

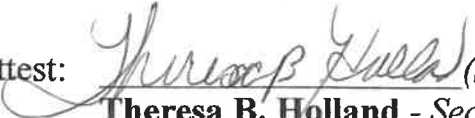
IN WITNESS WHEREOF, the parties hereto have caused this agreement to be properly executed on the day and year first above written.

BOROUGH OF PORTAGE


Clark D. Randall - Grantor


Scott Randall - Grantor

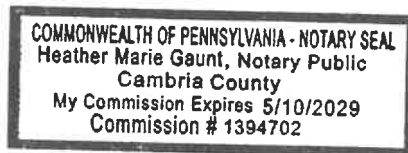
By: 
George J. Wozniak - Pres.

Attest:  (Seal)
Theresa B. Holland - Sec.

Commonwealth of Pennsylvania
County of Cambria:

On this 2nd ^{Dec} day of ~~July~~, 2025, before me, the undersigned officer, personally appeared **George J. Wozniak** and **Theresa B. Holland** who acknowledged themselves to be the President and Secretary of the Portage Borough Council and that they, as such officers, being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

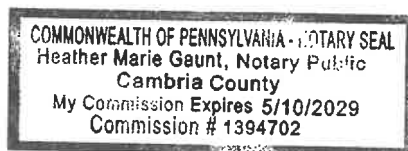


Heather Marie Gaunt
Notary Public

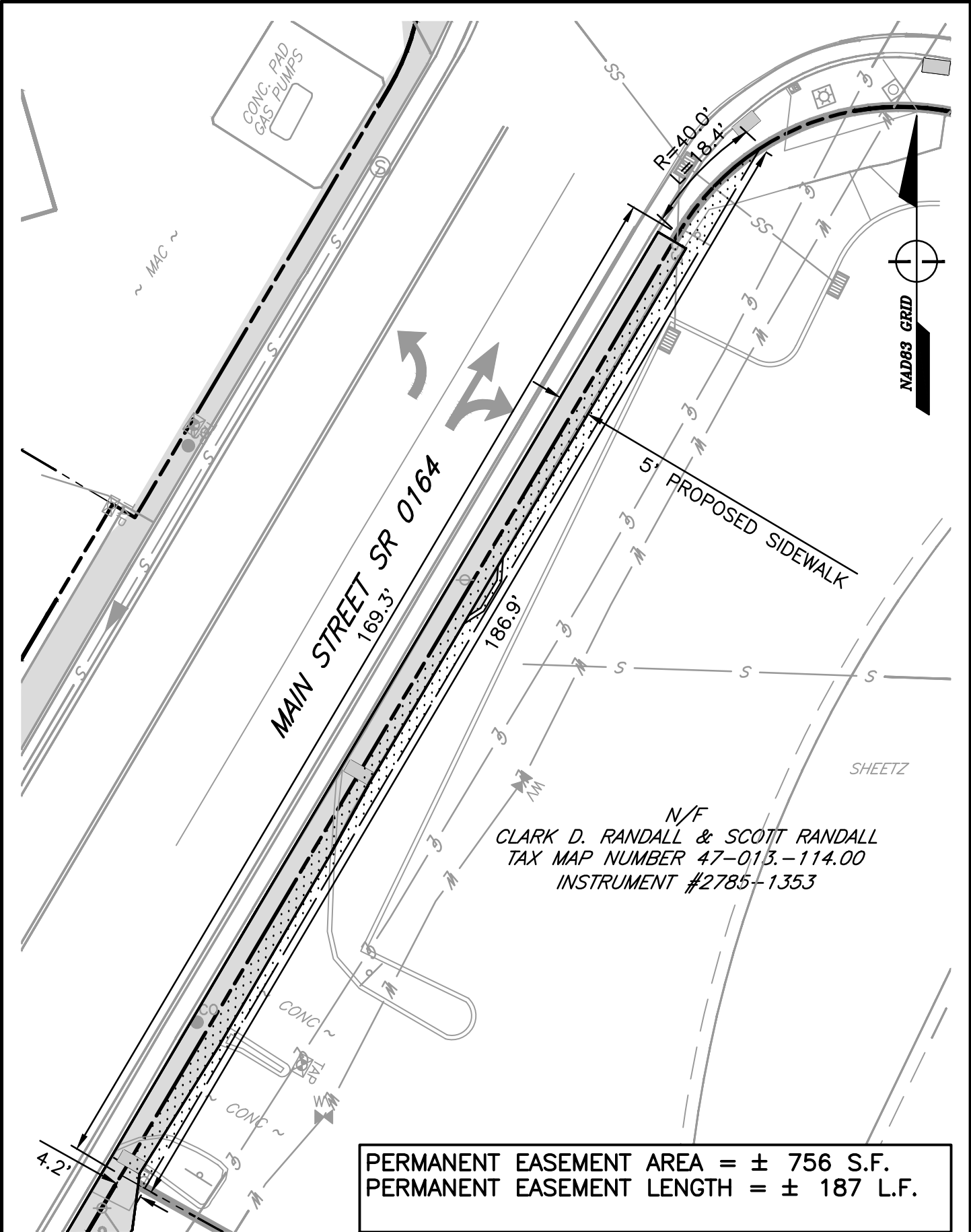
Commonwealth of Pennsylvania
County of Cambria:

On this 2 ^{Dec} day of ~~July~~, 2025, before me, the undersigned officer, personally appeared **Clark D. Randall** and **Scott Randall** known to me or satisfactorily proven to be the persons whose names appear on the within instrument and that they executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



Heather Marie Gaunt
Notary Public



NOTES:

1. PROPERTY LINE LOCATIONS WERE COMPILED FROM TAX RECORDS AND RECORDED DEED INFORMATION AND DO NOT REPRESENT A BOUNDARY RETRACEMENT SURVEY.
2. PERMANENT SIDEWALK EASEMENT TO BE AS NOTED.
3. TEMPORARY CONSTRUCTION EASEMENT TO BE AS NOTED.

LEGEND

- TEMPORARY EASEMENT
- SIDEWALK EASEMENT
- SUBJECT PROPERTY LINE
- RIGHT-OF-WAY LINE
- PROPOSED CONCRETE SIDEWALK



1731 N. Juniata Street
Hollidaysburg, PA 16648
Phone: 814.696.6280 Fax: 814.696.6240

DRAFT SHOWING
SIDEWALK EASEMENT
TO BE ACQUIRED BY
PORTAGE BOROUGH
FROM

CLARK D. RANDALL & SCOTT RANDALL
SITUATE
BOROUGH OF PORTAGE
CAMBRIA COUNTY, PENNSYLVANIA

DRAWN BY: JML	SCALE: 1"=20'	REVISION DATE: 5/30/2025	PLAT NO.: EASE-RANDALL	PROJECT NO.: 24-0037
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BLAIR COUNTY
1731 N. JUNIATA STREET
HOLLIDAYSBURG, PA 16648
TEL: 814.696.6280
FAX: 814.696.6240

July 15, 2026

Dr. Makayla Zonfrilli-Lang
Borough Manager
Portage Borough
721 Main Street,
Portage Pa. 15946

RE: HOP Permit Variance Request
Peoples Natural Gas
Portage Borough, Cambria County

Dear Makayla,

I have reviewed the letter from Peoples Natural Gas requesting a variance to the minimum depth of cover over proposed utilities within the Borough rights-of-way. This appears to be a blanket variance request as opposed to a request for a specific project. I believe a variance for a specific project could be justified. However, I do not recommend blanket variance approval for all future gas line work proposed with Borough rights-of-way by Peoples Natural Gas.

The variance request proposes reducing the depth of cover over the proposed gas line from 36" to 30" due to conflicts with existing water service lines and to avoid either installing the gas line deeper or relocating the water service lines. From an engineering standpoint, I do not have an issue with the Borough granting this waiver for proposed gas lines that will conflict with existing water lines. This variance request, however, should be addressed for each project that conflicts with existing water lines separately and only in the areas where a conflict exists. All other locations should meet the 36" cover requirement outlined in the ordinance.

If you should have any questions, please contact our office.

Sincerely,

Brian D. Shura, P.E.

cc: Fran Steberger, Portage Borough Public Works Director
file

**BOROUGH OF PORTAGE CAMBRIA COUNTY, PENNSYLVANIA RESOLUTION NO.
Resolution 13-2026**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PORTAGE,
CAMBRIA COUNTY, PENNSYLVANIA, AUTHORIZING THE TRANSFER OF
UNAPPROPRIATED FUNDS FROM THE CAPITAL BUDGET TO THE GENERAL FUND
AND AMENDING THE EARNED INCOME TAX ALLOCATION POLICY TO ALIGN WITH
GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) STANDARDS.**

WHEREAS, the Borough of Portage currently maintains unappropriated and unencumbered fund balances within its Capital Fund Account; and

WHEREAS, proper accounting principles according to the Government Finance Officers Association (GFOA) and the Department of Community and Economic Development (DCED) advise that unappropriated funds be budgeted within the General Fund account under “unappropriated” and/or “contingency;” and

WHEREAS, the Borough previously established an internal financial policy Resolution requiring that fifty percent (50%) of all Earned Income Tax (EIT) revenues collected be strictly dedicated and set aside into the Capital Fund; and

WHEREAS, the Borough Council recognizes the necessity of maintaining adequate cash flow, liquidity, and operational flexibility within the General Fund to support core municipal services and daily operations; and

WHEREAS, the Government Finance Officers Association (GFOA) recommends maintaining adaptable financial policies that avoid overly restrictive dedicated revenue streams, advising that capital funding mechanisms be aligned with actual capital improvement needs rather than rigid, high-percentage mandates; and

WHEREAS, the GFOA advises that Capital Improvement Planning should be between 10 – 20% of the total revenue, up to 20% depending on the availability of funds; and

WHEREAS, this resolution overturns the set-aside of 50% of EIT in favor of a flexible ceiling of up to 20% which will allow the Borough to meet operating demands while remaining fiscally responsible and compliant with established municipal finance best practices.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Portage, Cambria County, Pennsylvania, and it is hereby resolved by the authority of the same:

SECTION 1. FUND TRANSFER AUTHORIZATION.

The Borough Manager is hereby authorized and directed to transfer unappropriated funds in the amount of \$599,844.63 to the General Fund under Account 350.00 “Unappropriated Funds” to support general municipal operations, contingency, and GFOA best practices for General Fund and proper budgeting.

SECTION 2. RESCISSION OF PRIOR EIT POLICY. Any prior ordinance, resolution, or internal policy mandating a fifty percent (50%) set-aside of Earned Income Tax (EIT) revenues to the Capital Fund is hereby explicitly rescinded and overturned.

SECTION 3. ESTABLISHMENT OF NEW EIT ALLOCATION POLICY. Effective immediately, the Borough of Portage establishes that **up to twenty percent (20%)** of collected Earned Income Tax (EIT) revenues may be allocated to the Capital Fund. The specific percentage or dollar amount to be transferred annually shall be determined and authorized by the Borough Council during the annual municipal budget adoption process, aligning with GFOA standards for flexible financial management.

SECTION 4. REPEALER AND SEVERABILITY. Any resolution or part of a resolution conflicting with the provisions of this Resolution is hereby repealed to the extent of such conflict. If any section, clause, or phrase of this Resolution is held to be invalid, such decision shall not affect the validity of the remaining portions of this Resolution.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

DULY ADOPTED by the Borough Council of the Borough of Portage, Cambria County, Pennsylvania, in a lawful session duly assembled this _____ Day of _____, 2026.

ATTEST:

Jessi Carney, Borough Secretary

BOROUGH OF PORTAGE:

George Wozniak, Council President

EXAMINED AND APPROVED this _____ day of _____, 2026.

Bob Fox, Mayor

Portage Borough
2025 Budget Detail
Capital Improvement Savings

	Account	Account Description	2023		2024		2025		2026
			Budget	Actual	Budget	#REF!	Budget	As of 11/30/2025	Proposed
Capital Improvement Revenue									
1	350.00	Portage Tax Clearing	\$ 175,000.00	\$ 205,700.33	\$ 175,000.00	\$ 188,748.74	\$ 200,000.00	\$ 184,559.84	\$ 170,000.00
2	350.05	Unappropriated Funds	\$ 737,661.00		\$ 91,522.00		\$ 215,595.00		\$ 132,873.00
3	350.13	PASA Sewer Project Paving		\$ 100,000.00					
4	350.10	Interest Income	\$ 1,500.00	\$ 13,323.78	\$ 5,000.00	\$ 7,069.66	\$ 5,000.00	\$ 19,054.88	\$ 10,000.00
Total Revenue			\$ 914,161	\$ 319,024.11	\$ 271,522.00	\$ 195,818.40	\$ 420,595.00	\$ 203,614.72	\$ 312,873.00
Capital Improvement Projects									
1	465.01	Blighted Properties							
3	465.08	Main Street Improvements		4,897.11			7,695.00	7,695.00	\$ 7,695.00
3	465.23	Crichton McCormick Park Exp	10,000		10,000.00		10,000.00	10,000.00	\$ -
4	465.25	Administration Bldg Roof	60,000		60,000.00		60,000.00	60,000.00	\$ 60,000.00
6	465.37	Sign Inventory and Data files	3,000		3,000.00		3,000.00	3,000.00	\$ 3,000.00
12	465.51	Mainline Trail Feasibility Study	5,000		5,000.00				\$ -
14	465.56	Phase 4 Sidewalk (CFA MTF)	162,397	234,935.16	162,397.00	(140,315.81)			\$ -
15	465.57	PennDot MTF Phase 5 Sidewalk	90,000		90,000.00		133,108.00	133,108.00	\$ 133,108.00
19	465.63	PASA Storm Project Memo	49,830		49,830.00	48,324.54			\$ -
20	465.64	2023 DCNR Grant CMP Lighting,Equip	25,000	3,365.50	-		107,632.00	-	\$ -
21	465.65	Lift for Public Works	23,000	2,683.47	11,100.00	11,021.76			\$ -
22	465.66	PennDot Phase 5 Lighting Only	15,000		-		77,570.00	77,570.00	\$ 77,570.00
23	466.06	616 Dulancey Drive Property	12,250	9,426.83	1,400.00	1,300.00			\$ -
24	466.07	Salt Storage Roof PW					13,000.00	14,000.00	\$ 14,000.00
		Storm Sewers,Drains							\$ 5,000.00
25	466.08	Alley Projects					8,590.00	10,468.12	\$ 10,000.00
26	466.09	Blair Street Traffic Study						-	\$ 2,500.00
Total Expenditures			\$ 914,161.00	\$ 633,735.86	\$ 392,727.00	\$ (79,669.51)	\$ 420,595.00	\$ 315,841.12	\$ 312,873.00

Portage Borough
2025 Budget Detail
Capital Improvement Savings

	Account	Account Description	2023		2024		2025		2026
			Budget	Actual	Budget	#REF!	Budget	As of 11/30/2025	Proposed
2025 Fiscal Impact									
	350.000	Transfer of .5% earned income tax into the Capital Improvement Savings Account (t			\$400,000.00			\$ 200,000	
	465.080	Main Street Improvements for include 15'Natural Garland with LED light bar, 18" Red Velour Bow through Display Sales quote						\$ 7,695	
	465.230								
	465.250	Admin Bldg Roof with American Roofing. 1/2 cost of \$120,000.00 split with Borough and Fire Dept.						\$ 60,000	
	465.370	Sign inventory and data files commenced in 2018 with the completion in 2025 with Diamond Maps + annual cost of 500.00						\$ 3,000	
	465.510	The Mainline Trail Feasibility was motioned by Council to remove from the agenda and budgeting in 2025							
	465.560	Phase 4 Sidewalk Improvements was completed in 2024.							
	465.570	PennDot MTF Phase 5 Sidewalk Project Dulancey Dr to SR 53 both sides/ Total Proj costs \$576,108 with grant request of \$443,000.00 and boro 30% match of \$133,108.00. Engineering/Design in 2025						\$ 133,108	
	465.640	2023 DCED Grant App for CMP for lighting.Project cost-\$355,632. 30% match \$107,632 Grant amount of \$248,000							
	465.660	2023 PennDot MTF Phase 5 Sidewalk Lighting. Total Project cost 335,870.00, 30% match of \$77,570.00 Grant of 258,300.00						\$ 77,570	
	466.060	Dulancey Drive property surveyd in 2024 by CPS. Fencing from Sturdy Mountain Fence budgeted for 2026.							
	466.070	Salt Storage Roof for the Public Works Department with stamped drawings from Freedom Metals quote for \$12,023.						\$ 14,000	
		Storm drains to include drainage project on 1100 Block Brush Alley and drainage project at Cambria St and Caldwell Ave.						\$ 5,000	
	466.080	Alleys-Paving 800 blk Gum Alley (\$4,487) and 600 blk of Apple Alley (\$4,103). Rose Alley is scheduled for 2026						\$ 10,000	
	466.090	Blair Street Traffic Study - Estimate provided by Stiffler McGraw - \$2,500						\$2,500	
								\$ 312,873	

NOTES OF FUNDS OR PROJECTS DEPOSITED INTO CAPITAL SAVINGS ACC

6/14/2017 Borough Roof Settlement with RL Abatement for failed roofing. Re
Received check from Berkley Custom Disbursement

OUNT

\$105,428.29

GRESSON LAKE & CURVE TICKETS GIVEAWAYS INSIDE



THE DISPATCH

email:
mainlinenews@verizon.net
mainlinenewspapers.com
(814) 472-4110

Vol. 120 No. 27 USPS 439-000 Portage, Pa. Thursday, July 9, 2026 Since 1904 Newsstand Price \$1.00 20 Pages



Everett Willinsky (left) helps parks, projects and recreation coordinator Perry Scarton place the Portage community's time capsule into the sarcophagus during a ceremony held at McCormick Park July 4.
Photo by Kristin Baudoux.



Portage community buries time capsule for semiquincentennial

By Kristin Baudoux
of Mainline Newspapers

On the day of America's 250th birthday, the Portage community celebrated the occasion by creating a time capsule for future generations to unearth.

During a special ceremony held July 4 at Crichton McCormick Park representatives from government and community organizations sealed away documents of life in Portage in 2026 with a request that the capsule not be reopened for 50 years.

Parks, projects and recreation coordinator Perry Scarton said the idea for a time capsule came up during one of the Portage Recreation Commission's meetings as a way to celebrate the nation's semiquincentennial.

"We approached the township and the borough and asked them if they would fund this project, and they said yes," Scarton said.

Once the park commission got approval for the project, the board members reached out to Portage organizations to ask to contribute something for

the capsule.

The entities who contributed to the capsule include Portage Borough, Portage Township, Cassandra Borough, Portage Area School District, the Portage Area Historical Society, the Portage Ministerium, the Portage Recreation Commission and the Traditional Anglers of Pennsylvania (TAP). Most of these items included proclamations and histories of these entities and their contributions to the area.

Other items included a golden railroad spike from the historical society and two rolls of pennies, due to them being recently discontinued.

Children at The Giggle Factory also provided photographs and artwork to be shared 50 years later.

Scarton said the time capsule project took about two months to complete, with most of the time being used to create the granite sarcophagus to house the stainless steel time capsule.

The sarcophagus is engraved with the following

SEE CAPSULE, PAGE 19

Cassandra Borough, Portage Twp. approve merger question for ballot

Capsule

CONTINUED FROM PAGE 1

words: "Our future, your past. Placed by Portage Borough and Portage Township on July 4, 2026. To be opened on July 4, 2076."

The committee agreed that the sarcophagus, located underneath the flagpole at the park's entrance, would be a better way to display the time capsule and prevent future generations from having to dig up the park to find it.

Recreation commission member Sharon Squillario thanked the community for their help in making the capsule project a success.

"I just want to thank everyone that came through for us and gave us things to put in the time capsule," she said.

Scarton said the time capsule is just one way for the Portage area to celebrate its past, present and future.

"Hopefully, 50 years from now we're a happy, thriving community," Scarton said.

LOCAL



Portage buries July 4th
time capsule to preserve
history for the future