



PORTAGE BOROUGH COUNCIL AGENDA

Portage Borough Council Chambers
721 Main Street, Portage, PA
6:30 pm

October 5th, 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
- b) Solicitor
- c) Chief of Police
- d) Fire Department
- e) Emergency Management
- f) Engineer - See Attached
- g) Public Works Director

***** With the Borough Manager's absence, this meeting is intended to be short and only deal with immediate needs, pushing other items to the October meeting.***

**** 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) None

4. CITIZENS' INPUT ON AGENDA ITEMS

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



5. MINUTES OF PREVIOUS MEETINGS

- a) Minutes from July 15th, August 3rd, August 17th, September 9th, and September 21st (In-Progress)
- b) July 21st was canceled

MOTION: To approve the minutes from the October 5th, 2026 Council Meeting as presented.

Moved _____ Seconded _____ Aff ____ Nay ____ Abs ____

6. TREASURER'S REPORT AND BILLS TO BE PAID

Treasurer's Report – 9/21/26 – 10/5/26:

Tax Collector-Real Estate	\$
Delinquent Real Estate	\$
Special Tax Collector-EIT/LST	\$ 5,900.63
Meter Collection	\$
Permits/Licenses/Cable	\$ 290.00
Fines, Forfeitures	\$ 855.57
Intergovernmental/Misc.	\$ 42,948.63
Charge for Services	\$
Sanitation	\$
Total Revenue:	\$ 49,994.83

- 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 \$81,383.80 as presented. (A list of bills to be paid will be distributed prior to the meeting.)

Moved _____ Seconded _____ Aff ____ Nay ____ Abs ____



7. MOTIONS:

a). Motion to approve the Small Business Advantage Gold EPO Employee Health Insurance Plan (\$500/\$1,000) for the remainder of 2026 and for the 2027 Fiscal (Budget) Year not to exceed \$9,169.32 for 2026 and \$36,070.38 with a 10% contingency overage cost cushion for the Fiscal Year (Budget) for 2027.

Moved _____ Seconded _____ Aff ___ Nay ___ Abs ___

Portage Borough has not needed to provide insurance for employees prior to 2026. The UPMC plan requires a minimum of 2 employees per year to be enrolled to have access to insurance. 2 Borough employees are asking for insurance and through our employee handbook we offer that service and therefore will need to account for insurance costs for 2026 and 2027. The \$36,070.38 is the total cost of insurance for all 6 of the Borough's full-time employees. Since only 2 wants the insurance, it will most likely come out at the end of the year lower than budgeted but we are required to account for all employees in the price.

b). Motion to approve the offer of \$339 for the payment to the property owners, Harman & Parmet Investment Group, LLC. For a Declaration of Taking for a portion of Tax ID 46-020.-105.000. The offer is \$1 per square feet for a total of \$339.00. This is for the Phase 5 Sidewalk project.

Moved _____ Seconded _____ Aff ___ Nay ___ Abs ___

c). Motion to approve the annual Minimum Municipal Obligation (MMO) Required by the Pennsylvania Municipal Retirement System in the amount of \$31,277.00 for the 2027 Minimum Obligation amount calculated from the 2026 W-2 estimated payroll for the year at \$169,124.00.

Moved _____ Seconded _____ Aff ___ Nay ___ Abs ___

d). Motion to nominate candidates for the Code Enforcement Advisory Committee. Only 2 applications were received for consideration.

Applicants presented:

- Mr. Gary Vaughn Sr.
- Mr. Erick Castel

Motion to Nominate

Motion to Appoint

Moved _____ Seconded _____ Aff ___ Nay ___ Abs ___



e) Borough of Portage, Cambria County, hereby requests a **Statewide Local Share Assessment grant of \$590,193.29 to purchase a new Street Sweeper, Skidsteer, and Lift.**

Moved _____ Seconded _____ Aff _____ Nay _____ Abs _____

There is no match requirement for this grant.

8. DISCUSSION ITEMS:

a) Discussion and potential motion for the advertisement of a 2nd Public Hearing for a Fence Variance Request for 1006 Webster Ave for Mr. Castel to request a Variance for a 6 in. setback instead of a 2-foot setback stated by the ordinance. A new Advertisement will need to be scheduled and set for November 2nd (2026). The Public Hearing will take place at 6:20 pm, if scheduled, at the Portage Borough Building. Mr. Castel is requesting the 6 in. setback due to existing sidewalk/walkway that would prevent him from doing a 2 ft.

First Advertisement **Thursday, October 15, 2026** 18 days

Second Advertisement **Thursday, October 22, 2026** 11 days

Public Hearing **Monday, November 2, 2026**

** The 6ft height variance request was approved on September 21st 2026.*

b) Veteran Banners Discussion – Mr. Bill Grove

c) Carted Waste Services Discussion – Pro-Disposal

Preparation for 2027 new contract

9. UNFINISHED BUSINESS: None

10. BUILDINGS, FACILITIES, AND ROADS: None

11. NEW BUSINESS: None



12. EXECUTIVE SESSION

Motion to enter into Executive Session pursuant to **Section 708(a)(1) of the Pennsylvania Sunshine Act** to discuss personnel matters involving the employment, terms and conditions of employment, performance, and/or other matters concerning specific Borough employees, and pursuant to **Section 708(a)(4)** to consult with the Borough Solicitor regarding confidential legal information and strategy in connection with pending or potential litigation and matters for which identifiable complaints may reasonably be expected to be filed.

a) Motion to enter/exit Executive Session

Moved _____ Seconded _____ Aff ____ Nay ____ Abs ____

Time: _____ (Enter in)

Moved _____ Seconded _____ Aff ____ Nay ____ Abs ____

b) Motion to Adjourn Executive Session.

Moved _____ Seconded _____ Aff ____ Nay ____ Abs ____

Time: _____ (Enter Out)

c) Motion to enter back into the regularly scheduled council meeting.

Moved _____ Seconded _____ Aff ____ Nay ____ Abs ____

Time: _____ (Enter in)

13. CITIZENS INPUT ON NON-AGENDA ITEMS

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

14. GOOD OF THE BOROUGH

The Borough Manager will not have office hours or be at the meeting for the following dates due to several speaking engagements;

Pennsylvania Municipal League Leadership Summit – October 7th to 10th

International City and County Managers Association – October 16th to 22nd

CiviSocial – Social Media Training – October 30th – November 1st

The Borough Manager can be reached via email and phone during these dates just not in person.



15. ADJOURNMENT

Moved _____ Seconded _____ Aff ____ Nay ____ Abs ____

Adjourned at _____ PM

Respectfully Submitted,

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

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/233516388623132?p=fthpCrUpa92xXuPQDM>

Meeting ID: 233 516 388 623 132

Passcode: Wx3xJ7ix

[Need help?](#) | [System reference](#)

For organizers: [Meeting options](#)

PORTAGE BOROUGH*Engineer's Report for the October 10, 2026 Meeting*

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

Pedestrian Corridor Enhancements – Remaining Phases:

- Phase 4 (Johnson Ave. and Crichton-McCormick Park): The contract is complete. A warranty walkthrough is in the process of being scheduled.
- Phase 5: Phase 5 contract is currently in construction. M and B Services has completed the curb and sidewalk installation from SR 53 to Green Ave. on the northbound side and is currently working on the curb and sidewalk on the southbound side from the bridge moving south. Pay application 1 for \$92,060.70 is attached for approval and payment by the Borough.

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 (No Change):

The final engineering study was included in my July 20th report 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 construction will occur through Fall of 2026.
- 2023 CFA MTF – Applied for Phase 4 Corridor Enhancement Lighting. The grant was awarded and construction is complete.
- 2023 PennDOT MTF – Applied for submission for Phase 5 Corridor Enhancement Lighting. The grant was awarded, and construction will occur through Fall of 2026. 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 not awarded.
- 2026 DCED MAP Grant – A grant application for a Borough Comprehensive Plan and Zoning

— OFFICES LOCATED THROUGHOUT PENNSYLVANIA —

1.888.696.6280 •    • **STIFFLER-MCGRAW.COM**

STIFFLER MCGRAW & ASSOCIATES, INC | STIFFLER MCGRAW ARCHITECTS, LLC

Ordinance was submitted August 31st.

- 2026 Local Share Account – Grant round is open until November 30th.

I plan to be in attendance for the October meeting.

Respectfully Submitted,

Brian D. Shura

Brian D. Shura, P.E.

CONTRACTOR'S APPLICATION FOR PAYMENT

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

917917076

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

over

AIA Form G702

PORTAGE BOROUGH SIDEWALK IMPROVEMENT PROJECT, PHASE 5

Item No	Description of Work	Scheduled Quantity	Work Order Quantity	Current Quantity	Unit	Unit Price	Scheduled Value	Current Value	Work Completed				Value - All Application	Total Retainage - All Applications
									Quantities - Current Application	Value - Current Application	Total Quantities - Previous Applications	Value - Previous Applications	Quantities - All Applications	
1	Class 1 Excavation	240	0	240	CY	\$ 94.21	\$ 22,610.40	\$ 22,610.40	60.40	\$ 5,690.28	-	\$ -	60.40	\$ 5,690.28
2	Saw Cutting	2215	0	2215	LF	\$ 2.90	\$ 6,423.50	\$ 6,423.50	2,023.25	\$ 5,867.43	-	\$ -	2,023.25	\$ 5,867.43
3	Superpave Asphalt Base 25mm 3" Depth	200	0	200	LF	\$ 31.17	\$ 6,234.00	\$ 6,234.00	-	\$ -	-	\$ -	-	\$ -
4	Superpave Asphalt Base 25mm 6" Depth	7	0	7	SY	\$ 61.49	\$ 430.43	\$ 430.43	-	\$ -	-	\$ -	-	\$ -
5	Superpave Asphalt Base 25mm 8" Depth	300	0	300	SY	\$ 81.07	\$ 24,321.00	\$ 24,321.00	-	\$ -	-	\$ -	-	\$ -
6	Superpave Asphalt Base 25mm 9" Depth	22	0	22	SY	\$ 92.06	\$ 2,025.32	\$ 2,025.32	-	\$ -	-	\$ -	-	\$ -
7	Subbase, 6" Depth	520	0	520	SY	\$ 32.19	\$ 16,738.80	\$ 16,738.80	-	\$ -	-	\$ -	-	\$ -
8	Subbase, 8" Depth	30	0	30	SY	\$ 42.49	\$ 1,274.70	\$ 1,274.70	-	\$ -	-	\$ -	-	\$ -
9	Superpave Asphalt Wearing 9.5mm 1 1/2" Depth	397	0	397	SY	\$ 23.59	\$ 9,365.23	\$ 9,365.23	-	\$ -	-	\$ -	-	\$ -
10	Superpave Asphalt Wearing 9.5mm 2" Depth	132	0	132	SY	\$ 30.22	\$ 3,989.04	\$ 3,989.04	-	\$ -	-	\$ -	-	\$ -
11	Superpave Asphalt Binder 19mm 2 1/2" Depth	204	0	204	SY	\$ 30.11	\$ 6,142.44	\$ 6,142.44	-	\$ -	-	\$ -	-	\$ -
12	Superpave Asphalt Binder 19mm 3" Depth	125	0	125	SY	\$ 34.93	\$ 4,366.25	\$ 4,366.25	-	\$ -	-	\$ -	-	\$ -
13	Asphalt Tack Coat	1387	0	1387	SY	\$ 1.83	\$ 2,538.21	\$ 2,538.21	-	\$ -	-	\$ -	-	\$ -
14	MOB	1	0	1	LS	\$ 35,314.80	\$ 35,314.80	\$ 35,314.80	0.50	\$ 17,657.40	-	\$ -	0.50	\$ 17,657.40
15	Plain Cement Concrete Curb Incl. Removal of Exisit	1390	0	1390	LF	\$ 78.90	\$ 109,671.00	\$ 109,671.00	264.25	\$ 20,849.33	-	\$ -	264.25	\$ 20,849.33
16	Cement Concrete Sidewalk, Incl. Excavation	635	0	635	SY	\$ 159.63	\$ 101,365.05	\$ 101,365.05	119.03	\$ 19,000.76	-	\$ -	119.03	\$ 19,000.76
17	Concrete Sidewalk and Driveway Aprons Through Driv	325	0	325	SY	\$ 167.87	\$ 54,557.75	\$ 54,557.75	115.30	\$ 19,355.41	-	\$ -	115.30	\$ 19,355.41
18	DWS Polymer Composite	130	0	130	SF	\$ 32.47	\$ 4,221.10	\$ 4,221.10	32.92	\$ 1,068.91	-	\$ -	32.92	\$ 1,068.91
19	Topsoil Furnished and Placed	20	0	20	CY	\$ 198.89	\$ 3,977.80	\$ 3,977.80	-	\$ -	-	\$ -	-	\$ -
20	Seeding and Soil Supplements, Formula B Incl. Mulc	8	0	8	LB	\$ 76.24	\$ 609.92	\$ 609.92	-	\$ -	-	\$ -	-	\$ -
21	Ultra Short Term Temp. Rolled Erosion Control Fabr	21	0	21	SY	\$ 33.36	\$ 700.56	\$ 700.56	-	\$ -	-	\$ -	-	\$ -
22	Selected Tree Removal	1	0	1	EA	\$ 2,321.50	\$ 2,321.50	\$ 2,321.50	1.00	\$ 2,321.50	-	\$ -	1.00	\$ 2,321.50
23	Inlet Filter Bag for Type M Inlet	2	0	2	EA	\$ 369.92	\$ 739.84	\$ 739.84	1.00	\$ 369.92	-	\$ -	1.00	\$ 369.92
24	Inlet Filter Bag for Type C Inlet	2	0	2	EA	\$ 369.92	\$ 739.84	\$ 739.84	-	\$ -	-	\$ -	-	\$ -
25	12" Compost Filler Sock	310	0	310	LF	\$ 15.02	\$ 4,656.20	\$ 4,656.20	-	\$ -	-	\$ -	-	\$ -
26	MPT	1	0	1	LS	\$ 36,023.91	\$ 36,023.91	\$ 36,023.91	0.25	\$ 9,005.98	-	\$ -	0.25	\$ 9,005.98
27	4" Standard Pavement Markings, Yellow	1700	0	1700	LF	\$ 0.87	\$ 1,479.00	\$ 1,479.00	-	\$ -	-	\$ -	-	\$ -
28	4" Standard Pavement Markings, White	1600	0	1600	LF	\$ 0.87	\$ 1,392.00	\$ 1,392.00	-	\$ -	-	\$ -	-	\$ -
29	AWG 6 Underground Cable, Copper, 1 Conductor	550	0	550	LF	\$ 2.50	\$ 1,375.00	\$ 1,375.00	-	\$ -	-	\$ -	-	\$ -
30	AWG 8 Underground Cable, Copper, 1 Conductor	3970	0	3970	LF	\$ 2.27	\$ 9,011.90	\$ 9,011.90	-	\$ -	-	\$ -	-	\$ -
31	2" Direct Burial Conduit	725	0	725	LF	\$ 4.23	\$ 3,066.75	\$ 3,066.75	-	\$ -	-	\$ -	-	\$ -
32	Trench	725	0	725	LF	\$ 6.22	\$ 4,509.50	\$ 4,509.50	-	\$ -	-	\$ -	-	\$ -
33	Complete Power Supply System	2	0	2	EA	\$ 14,722.35	\$ 29,444.70	\$ 29,444.70	-	\$ -	-	\$ -	-	\$ -
34	Testing of Entire Lighting System	1	0	1	LS	\$ 3,587.39	\$ 3,587.39	\$ 3,587.39	-	\$ -	-	\$ -	-	\$ -
35	Post Mounted Signs, Type B	14	0	14	SF	\$ 145.09	\$ 2,031.26	\$ 2,031.26	-	\$ -	-	\$ -	-	\$ -
36	Post Mounted Signs, Type F	8	0	8	SF	\$ 34.82	\$ 278.56	\$ 278.56	-	\$ -	-	\$ -	-	\$ -
37	Reset Post Mounted Signs, Type B	6	0	6	EA	\$ 333.62	\$ 2,001.72	\$ 2,001.72	-	\$ -	-	\$ -	-	\$ -
38	Reset Post Mounted Signs, Type F	3	0	3	EA	\$ 66.73	\$ 200.19	\$ 200.19	-	\$ -	-	\$ -	-	\$ -
39	4" White Waterborne Pavement Markings	2900	0	2900	LF	\$ 0.87	\$ 2,523.00	\$ 2,523.00	-	\$ -	-	\$ -	-	\$ -
40	6" Yellow Waterborne Pavement Markings	832	0	832	LF	\$ 1.16	\$ 965.12	\$ 965.12	-	\$ -	-	\$ -	-	\$ -
41	4" Yellow Waterborne Pavement Markings	5100	0	5100	LF	\$ 0.87	\$ 4,437.00	\$ 4,437.00	-	\$ -	-	\$ -	-	\$ -
42	White Waterborne "Left Arrow" 12"x3"	2	0	2	EA	\$ 290.19	\$ 580.38	\$ 580.38	-	\$ -	-	\$ -	-	\$ -
43	4" Pavement Marking Removal	4085	0	4085	LF	\$ 1.74	\$ 7,107.90	\$ 7,107.90	-	\$ -	-	\$ -	-	\$ -
44	Creek Wall	100	0	100	LF	\$ 11.27	\$ 1,127.00	\$ 1,127.00	8.00	\$ 890.16	-	\$ -	8.00	\$ 890.16
45	Tree Stump Removal	3	0	3	EA	\$ 212.59	\$ 637.77	\$ 637.77	1.00	\$ 212.59	-	\$ -	1.00	\$ 212.59
46	Decorative Light Pole and Luminaire	12	0	12	EA	\$ 8,168.80	\$ 98,026.80	\$ 98,026.80	-	\$ -	-	\$ -	-	\$ -
47	Pole Foundation	6	0	6	EA	\$ 2,004.77	\$ 12,028.62	\$ 12,028.62	-	\$ -	-	\$ -	-	\$ -
48	Pole Foundation- Soft Dig Excavation	6	0	6	EA	\$ 3,845.73	\$ 23,074.38	\$ 23,074.38	-	\$ -	-	\$ -	-	\$ -
49	Abandon Sanitary Sewer Manhole	1	0	1	EA	\$ 3,249.21	\$ 3,249.21	\$ 3,249.21	-	\$ -	-	\$ -	-	\$ -

[illegible]



Public Works Monthly Report

September 2026

August 31st through September 4th: Gathered estimates to replace speed limit and fire station sign on main street in front of S&T Bank from damage overnight. Saw cut Gillespie Ave and Caldwell Ave for pipe and drain installations. Installed 35 foot of pipe and catch basin 1500 block of Gillespie Ave. Replaced damage section of pipe in front of 1413 Caldwell Ave. Ordered signs from damage on Main Street. Helped Water Authority fix a leak on Springhill water tank with the JLG Lift. Put street signs together for Ward 1. Cleaned up trees on Park Ave from overnight storm.

September 8th through September 11th: Brought JLG Lift back from Springhill. Removed debris from the creek a Conemaugh Ave bridge. Trimmed trees along Dulancey Dr near the Historical Society. Placed 1 Calls for Ward 1 signage. Installed new signs on Main St from damage. Filled ditches on Gillespie and Caldwell with cold patch.

September 14th through September 18th: Installed new street signs in Wards 1 & 2. Worked on current street sign inventory in Ward 1. Picked up the 3rd Chipping for the year on Friday.

September 21st through September 25th: Completed inspection on the 2018 truck at Tenos. Brought up the snowplows from storage for maintenance. Installed new caster wheels on the street sweeper. Serviced the snowplows. Milled blacktop for the township. Blacktopped the ditches on Caldwell Ave and Gillespie Ave from drainage projects. Changed the banners on main street to fall. Picked up PIP and hauled to Dysart. Blacktopped Grant St with Water Company.

September 28th through October 2nd: Got a list of streetlights out or malfunctioning in the borough and turned into First Energy. Took the 26 pickup truck to Flemmings to get the trailer plug replaced. Installed the ethernet cable to council room for new phones. New iron on crosswalks were installed on Main St between Johnson Ave and Dulancey Dr. Swept drains, the park and Hammer St for homecoming parade Friday. Got a list of pot holes to patch before winter.

Monthly Maintenance Log			
Vehicle	Date	Service Performed	Mileage
Vehicle	Mi/Hrs	Fuel usage (gal)	Comments
08' Pickup	0	0	
26' Pickup	292	33	
18' F-550	205	30	
24' F-600	119	24	
08' GMC	28	0	
19' Backhoe	11	12	
08' Skid	3	12	
JLG Lift	6	10	
Sweeper	19/3	0	
Totals	664	121	

Portage Borough
Deposit Detail
September 21 through October 5, 2026

	Type	Num	Date	Name	Account	Amount
	Deposit		09/21/2026		100.000 · Sweep Account/GF Checking	210.00
	Payment	5317	09/21/2026	AMERICAN LEGION	Undeposited Funds	-210.00
TOTAL						-210.00
	Deposit		09/21/2026		100.000 · Sweep Account/GF Checking	2,774.60
				Berkheimer's	310.210 · EIT Current	-2,816.85
				Berkheimer's	403.116 · EIT Commission & Fees	42.25
TOTAL						-2,774.60
	Deposit		09/23/2026		100.000 · Sweep Account/GF Checking	2,565.47
				Berkheimer's	310.210 · EIT Current	-2,604.54
				Berkheimer's	403.116 · EIT Commission & Fees	39.07
TOTAL						-2,565.47
	Deposit		09/23/2026		100.000 · Sweep Account/GF Checking	31,448.17
				The Commonwealth of PA	355.060 · State Aid	-31,448.17
TOTAL						-31,448.17
	Deposit		09/29/2026		100.000 · Sweep Account/GF Checking	855.57
				County of Cambria Controller's Office	331.110 · Local Fines	-855.57
TOTAL						-855.57

Portage Borough
Deposit Detail
September 21 through October 5, 2026

Type	Num	Date	Name	Account	Amount
Deposit		09/29/2026		100.000 · Sweep Account/GF Checking	11,500.46
			Portage Vol. Fire Co. Foreign F	355.070 · Fire Relief Allocation	-11,500.46
TOTAL					-11,500.46
Deposit		09/30/2026		100.000 · Sweep Account/GF Checking	433.17
			Berkheimer's	310.210 · EIT Current	-439.77
			Berkheimer's	403.116 · EIT Commission & Fees	6.60
TOTAL					-433.17
Deposit		10/01/2026		100.000 · Sweep Account/GF Checking	127.39
			Berkheimer's	305.150 · Local Service Tax	-127.39
TOTAL					-127.39
Deposit		10/02/2026		100.000 · Sweep Account/GF Checking	80.00
			Peoples Natural Gas	362.420 · Sidewalk/Street Permits	-80.00
TOTAL					-80.00
TOTAL					-49,994.83
					-49,994.83

Portage Borough
Check Detail
September 21 - October 5, 2026

Type	Num	Date	Name	Account	Paid Amount
Bill -Check	ACH	09/28/2026	Guardian	100.000 · Sweep Account/GF Checking	
TOTAL					<u>-125.14</u>
Bill -Check	ACH	10/02/2026	AFLAC	100.000 · Sweep Account/GF Checking	
TOTAL					<u>-218.26</u>
Bill -Check	ACH	10/02/2026	Comcast	100.000 · Sweep Account/GF Checking	
TOTAL					<u>-91.06</u>
Bill -Check	28989	09/21/2026	Jamie Cadwallader	100.000 · Sweep Account/GF Checking	
TOTAL					<u>-76.54</u>
Bill -Check	28990	09/21/2026	CC Boro Assoc.	100.000 · Sweep Account/GF Checking	
TOTAL					<u>-180.00</u>
Bill -Check	28991	09/24/2026	PVFC	100.000 · Sweep Account/GF Checking	
TOTAL					<u>-11,500.46</u>
Bill -Check	28992	09/24/2026	SWIF	100.000 · Sweep Account/GF Checking	
TOTAL					<u>-983.00</u>
Bill -Check	28993	09/28/2026	Aerial	100.000 · Sweep Account/GF Checking	
TOTAL					<u>-1,999.98</u>
Bill -Check	28994	09/28/2026	Axon Enterprise, Inc.	100.000 · Sweep Account/GF Checking	
TOTAL					<u>-2,665.86</u>

Portage Borough
Check Detail
September 21 - October 5, 2026

Bill -Check	28995	09/28/2026 Axon Enterprise, Inc.	100.000 · Sweep Account/GF Checking	<u>-913.08</u>
Bill -Check	28996	09/28/2026 Axon Enterprise, Inc.	100.000 · Sweep Account/GF Checking	<u>-599.61</u>
TOTAL				
Bill -Check	28997	10/02/2026 Hines Equipment	100.000 · Sweep Account/GF Checking	<u>-66.50</u>
TOTAL				
Bill -Check	28998	10/02/2026 Hines Equipment	100.000 · Sweep Account/GF Checking	<u>-74.50</u>
TOTAL				
Bill -Check	28999	10/02/2026 J. W. Fleming, Inc.	100.000 · Sweep Account/GF Checking	<u>-76.22</u>
TOTAL				
Bill -Check	29000	10/02/2026 Kuharchik Construction	100.000 · Sweep Account/GF Checking	<u>-2,303.91</u>
TOTAL				
Bill -Check	29001	10/02/2026 Mainline Newspapers	100.000 · Sweep Account/GF Checking	<u>-68.50</u>
TOTAL				
Bill -Check	29002	10/02/2026 Martin Oil Company	100.000 · Sweep Account/GF Checking	<u>-149.41</u>
TOTAL				
Bill -Check	29003	10/02/2026 PA Turnpike Toll by Plate	100.000 · Sweep Account/GF Checking	<u>-10.60</u>
TOTAL				
Bill -Check	29004	10/02/2026 Peoples Natural Gas	100.000 · Sweep Account/GF Checking	<u>-0.77</u>
TOTAL				

Portage Borough
Check Detail
September 21 - October 5, 2026

Bill -Check	29005	10/02/2026 Portage Storage	100.000 · Sweep Account/GF Checking	<u>-70.00</u>
Bill -Check	29006	10/02/2026 Portage Water Authority	100.000 · Sweep Account/GF Checking	<u>-605.23</u>
TOTAL				
Bill -Check	29007	10/02/2026 Pro Disposal	100.000 · Sweep Account/GF Checking	<u>-13,549.00</u>
TOTAL				
Bill -Check	29008	10/02/2026 Pro Disposal	100.000 · Sweep Account/GF Checking	<u>-13,549.00</u>
TOTAL				
Bill -Check	29009	10/02/2026 Teno's Truck and Auto Repair	100.000 · Sweep Account/GF Checking	<u>-37.00</u>
TOTAL				
Bill -Check	29010	10/02/2026 Trapuzzano's	100.000 · Sweep Account/GF Checking	<u>-22.00</u>
TOTAL				
Bill -Check	29011	10/02/2026 PMRS	100.000 · Sweep Account/GF Checking	<u>-31,448.17</u>
TOTAL				
TOTAL				<u><u>-81,383.80</u></u>



PORTAGE BOROUGH

721 Main Street
Portage, PA 15946
(814) 736-4330

MEMO FOR GOVERNING BODY ADVISING OF 2027 MMO

Date: October 1, 2026

To: Borough Council

From: Jessica Carney, Borough Secretary

Act 205 of 1984, as amended, governs the funding requirements for all municipal pension plans. The law requires the Chief Administrative Officer of each municipal pension plan to inform the governing body of the municipality of the plan's expected financial obligation for the coming year.

The calculation of the 2027 plan cost, or Minimum Municipal Obligation (MMO), required an estimate of the 2026 W-2 wages of the employees covered by the plan. The estimated 2026 W-2 payroll for covered plan members is **\$169,124.00**. Based upon this estimate and the figures provided by the Pennsylvania Municipal Retirement System, the **2027 Minimum Municipal Obligation is calculated at \$31,277.00**. The attached worksheet provides the calculation of this amount.

Questions regarding the pension cost calculation may be addressed to the Borough Secretary or to the Pennsylvania Municipal Retirement System at (800) 622-7968.

The MMO represents the municipality's required 2027 contribution for this pension plan and must be paid by December 31, 2027. The obligation may be met with General Fund monies or with any General State Aid to Municipal Pensions to which the Borough may be entitled under Act 205.

Attachment: 2027 MMO Worksheet

Presented to Borough Council on October 5, 2026.

George Wozniak, President

Jessi Carney, Secretary

The Minimum Municipal Obligation Worksheet (MMO)
Portage Borough (11-129-3 N.0267)
for Plan Year 2027

CHARGES

Estimated 2026 W-2 Payroll			
For Covered Plan Members:	(A)	169,124	
PMRS Determined Normal Cost			
Expressed as a Decimal:	(B)	0.0842	
RESULT: (A) * (B) =		(C)	14,241
Administrative Charge (PMRS Determined)			
# of Plan Members times \$20:		(D)	160.00
Amortization of Unfunded Liability			
(PMRS Determined)		(E)	16,877.00
TOTAL CHARGES: (C) + (D) + (E) =		(F)	31,278

CREDITS

Repeat Estimated 2026 W-2 Payroll	(A)	169,124	
Employee Contribution Rate			
Expressed as a Decimal (PMRS Determined):	(G)	0.0000	
RESULT: (A) * (G) =		(H)	0.00
Amortization of the Actuarial Surplus			
(PMRS Determined)		(I)	0.00
TOTAL CREDITS: (H) + (I) =		(J)	0.00

MINIMUM MUNICIPAL OBLIGATION

(Based on 01/01/2025 Actuarial Valuation)

Equals TOTAL CHARGES Minus

TOTAL CREDITS (F) - (J) = (Please round numbers to dollars) (MMO) 31,278

Prepared By: Jessica Carney (Name) Jessica Carney (Signature)
Borough Secretary/Treasurer (Title) (814) 736 - 4330 (Telephone #)

Please complete the above worksheet with your best estimates and return only one copy to the Pennsylvania Municipal Retirement System by October 5, 2026. Forms can be submitted electronically to RA-RSCOMPLETEDFORMS@pa.gov. The official copy must be shared with the plan's governing board by the last business day in September.



**PORTAGE BOROUGH
RESOLUTION NO. 17-2026
STATEWIDE LOCAL SHARE ASSESSMENT GRANT
PUBLIC WORKS EQUIPMENT ACQUISITION PROJECT**

WHEREAS, the Borough of Portage recognizes the importance of maintaining reliable and modern Public Works equipment necessary to provide essential municipal services, maintain Borough infrastructure, improve roadway conditions, enhance employee safety, and efficiently serve the residents of the Borough; and

WHEREAS, Portage Borough has identified the need to acquire additional and replacement Public Works equipment, including a **Bucher Municipal V65 Pure Vacuum Street Sweeper, CAT 250 Skid Steer Loader, and JLG 460SJ HC3 High-Capacity Aerial Work Platform**, to support the Borough's ongoing public works, street maintenance, infrastructure maintenance, stormwater, property maintenance, and related municipal operations; and

WHEREAS, the Borough desires to seek financial assistance through the Commonwealth Financing Authority's Statewide Local Share Assessment Program to assist with the acquisition of this equipment. **NOW, THEREFORE, BE IT RESOLVED**, that the **Borough of Portage, Cambria County**, hereby requests a **Statewide Local Share Assessment grant of \$590,193.29** from the Commonwealth Financing Authority to be used for the **Portage Borough Public Works Equipment Acquisition Project, including the purchase of a Bucher Municipal V65 Pure Vacuum Street Sweeper, CAT 250 Skid Steer Loader, and JLG 460SJ HC3 High Capacity Aerial Work Platform, together with eligible equipment, attachments, accessories, freight, and related acquisition costs.**

BE IT FURTHER RESOLVED, that the Applicant does hereby designate **Dr. Makayla Zonfrilli-Lang, Borough Manager, and George Wozniak, Borough Council President**, as the officials authorized to execute all documents and agreements between the **Borough of Portage** and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

CERTIFICATION

I, Jessi Carney, duly qualified Secretary of the **Borough of Portage, Cambria County, Pennsylvania**, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the **Portage Borough Council** at a regular meeting held **October 5th, 2026**.

IN WITNESS THEREOF, I affix my hand and attach the seal of the **Borough of Portage** this _____ day of _____, 2026.

**BOROUGH OF PORTAGE
CAMBRIA COUNTY, PENNSYLVANIA**

Borough Secretary

Date: _____

BOROUGH SEAL