

Call to Order:

The regular scheduled meeting of August 3rd, 2009 was called to order by Vice President Mr. Wozniak. At 6:33p.m. Members present were: Mr. Kissell, Mr. Vandzura, Mr. Slanoc, Mr. Wozniak and Mayor Fox. Mrs. Chobany was absent and Ms. McCarthy arrived late. Also present were Robert Koban-Borough Manager; Mr. Emerick-Borough Solicitor; Mr. Wisor-Engineer; Don Squillario-Public Works; Chief Miller-Public Safety; and Michelle Claar-Secretary. Jr. Council Mr. Leydig was also present. Junior Council member Ms. Cadwallader was absent.

Mayor Fox motioned, seconded by Mr. Kissell to go out of order on the agenda to recognize the visitors, motion carried 5-0. The visitors were Susan Kalasoski, Bonnie Fox, Raeanne Ross, and Jeremy Portash with the Dispatch. Mr. Ron Cadwallader was also in attendance to observe.

Mr. George Benko was in attendance to seek an answer to his request for blocking Jefferson Avenue during the Summerfest for a block party. Council advised that the issue is on the agenda and will be discussed later in the meeting.

Resident Susan Kalasoski inquired if there would be resolution to the curb damage at 1101 Cambria Street. Mr. Koban advised that he and the Public Works Department investigated the damage and will place in on the schedule to be completed for repairs.

Mrs. Bonnie Fox questioned if there could be a sign or an arrow reflecting the Portage Business District at the intersection of 53 and 164. Mr. Koban commented that the issue has been discussed in the past. A discussion was held on the location, size, type of sign, and who would create the sign. Mr. Koban suggested discussing the issue at the next committee meeting.

Mrs. Bonnie Fox also questioned if there was an objection or ordinance for having a cinder block barbeque pit for chicken during the Summerfest or other festivities. Several sites are being explored to hold the event.

Reports:

Managers Report:

Mr. Koban furnished a written report prior to the meeting. Mr. Koban had nothing additional to report.

Solicitor's Report:

Mr. Emerick presented an amended lease agreement for the Mainline National Bank mini-park property reflecting the changes from the July 6th meeting. Mr. Emerick requested a motion from Council to approve the lease so that Mainline National Bank could approve at their next regular scheduled meeting. Mr. Kissell motioned, seconded by Mr. Slanoc to approve the Mainline National Bank Lease Agreement for the Mini-Park with the changes by Mr. Emerick, motion carried 5-0.

Mr. Emerick was advised that Mr. Joel Bobolsky had paid the 2007 property taxes at the Cambria County Courthouse. Mr. Emerick presented the draft deed between Portage

Borough and Joel Bobolsky for the property located on Main Street (Harpo's). The empty lot next to the damaged structure will not be included in the deed. Mr. Koban advised that he will contact Mr. Bobolsky to review and sign the deed transfer if it is acceptable. Once Mr. Bobolsky signs the deed, Council can accept and approve at the September 8th regular meeting.

Mr. Emerick informed Council that he has not received any information from a letter that he submitted to American Polyurethane Systems, Inc., concerning the borough roof. APS had until July 31, 2009 to make contact with Mr. Emerick.

Mr. Emerick advised that the Developer's Agreement for the new Sheetz store had been amended to include the language for the contractor to obtain all the necessary permits and inspections for construction, and be responsible for all engineering and legal fees. Mr. Kissell motioned, seconded by Mr. Slanoc to approve the Developer's Agreement with Sheetz with the above changes, motion carried 5-0.

Engineers Report:

Mr. Wisor furnished a written report prior to the meeting. Mr. Wisor provided Council with information on an energy grant that is available through the PA Department of Environmental Protection as a result of the Federal American Recovery and Reinvestment Act of 2009. The energy grant is available to local governments, colleges, universities, and non-profit entities with shovel ready projects that will save, conserve or offset a minimum of 25% of energy usage. Part of the grant process is registering the energy consumption data with Energy Star's Portfolio Manager. Mr. Koban advised that Matson Environmental is providing assistance to the grant application process. Mr. Koban contacted Mr. Wisor to inquire if they would be able to assist in the application process, to keep the process in house with our own engineering firm. Mr. Michael Davignon with Stiffler-McGraw will be assisting with the grant application. Mr. Koban apologized to Council that the grant opportunity just became known and immediate action is necessary before the deadline date of August 14, 2009 and time is of the essence. Mr. Wisor provided a proposal for the scope of services in the amount of \$4,000.00 that will be split with the fire department. Council had several questions concerning the building and what the grant would entail. Mr. Koban advised that the furnace, roof, insulation, windows, and air conditioning require major upgrading and are not energy efficient. Mr. Kissell commented on the cost and threshold of the grant and the services to be provided by Stiffler & McGraw and was not in favor of spending the funds. Mr. Koban informed Council that the deadline is approaching quickly and a lot of information needs to be gathered to continue with the grant process. Mr. Kissell commented that he would like to have a meeting with Stiffler & McGraw; the fire department, and Council to discuss the proposal next Monday, August 10th, at 6:30 p.m. Stiffler & McGraw will have proposed figures for the meeting. After a discussion, Mr. Vandzura motioned, seconded by Mr. Slanoc to move forward with the grant application process. Mr. Wozniak polled and motion carried 4-1 with Mr. Kissell voting no.

Police Report:

Chief Miller furnished a written report prior to the meeting. Chief Miller was on an incident during this time and informed Ms. Claar to advise Council that if any member has any concerns or complaints, they can contact him at his office or later in the meeting. Ms. McCarthy arrived at 7:10 p.m.

Public Works Report:

Mr. Squillario furnished a written report prior to the meeting. Mr. Squillario had nothing additional to add.

Treasurer's Report:

Ms. Claar furnished a written report prior to the meeting. Mr. Vandzura motioned, seconded by Mr. Wozniak to approve the Treasurer's Report, motion carried 6-0.

Correspondence:

An appreciative family sent a thank you for their gratitude to the Police, Mayor, and Public Works Department for keeping the peace, maintaining the streets, and the dedication of the office staff.

Another thank you was received from the Sara Stager Timura Family for the memorial donation.

The Rotary Club of Portage sent notice and a request to block off Main Street for the Summerfest Parade on Saturday, August 8th, 2009 with line-up at 12:00 noon on Caldwell Avenue. Mr. Vandzura motioned, seconded by Mayor Fox to approve the request to block off Main Street for the Summerfest Parade, motion carried 6-0.

PA State Association of Borough sent notice of the Fall Leadership Conference to be held on October 16-18th, 2009 at the Courtyard Marriot in Erie, PA if any member of Council plans to attend.

The Community Foundation for the Alleghenies sent a thank you for the thirty dollar (\$30.00) memorial gift for Sharon McCarthy's mother.

Comcast sent notice effective on or after August 11, 2009 they will make several level changes to the Channel line-up. Residents will be notified via newspaper and billings.

Minutes of the Previous Meeting:

The minutes of the July 6th and July 20th meetings were distributed prior to the meeting. Ms. McCarthy advised that the minutes from the July 20th meeting reflected an incorrect name for Ms. Noland. There should be no "d" at the end. Mr. Wozniak motioned, seconded by Mayor Fox to approve the July 6th minutes and the July 20th meeting minutes with the above corrections, motion carried 6-0.

Paying of Bills:

The bills were distributed prior to the meeting. Additional bills were also presented for payment. Mr. Vandzura motioned, seconded by Mr. Wozniak to approve paying the bills plus the additional bills, motion carried 6-0. The bills listed totaled \$23,831.67.

Other Reports

Monthly reports were received from the Water & Sewer Authority, the Portage Area Planning Commission, and the Joint Recreation Commission. Mr. Wozniak motioned, seconded by Mayor Fox to approve reports from the Water & Sewer Authority, the Portage Planning Commission, and the Joint Recreation Commission, motion carried 6-0.

Unfinished Business:

The Main Street Streetscape project will be discussed at the next committee meeting.

The Mini-Park lease and Harpo's building was discussed under the Solicitor's report.

Mr. Slanoc advised that the Portage Area High School can accomplish the Welcome to Portage Sign once school is back in session. If not, then quotes will be obtained.

Mr. Koban advised that a meeting with Somerset County Building Codes Inspection representative; Suzanne Horner will be meeting tomorrow night at 7:30 to discuss the property maintenance codes. Mr. Allen Baumgardner will not be able to attend.

There were no updates for the grant writer position or the non-profit 501C-3 status.

The Silk Mill property was investigated by Mr. Koban and the buildings windows have been covered and the area around the property have been cleaned up after the fire. A discussion was held on the appeal for Allegheny & Chesapeake. Mr. Slanoc motioned, seconded by Mr. Vandzura to approve the appeal for a sign by Allegheny & Chesapeake. Ms. McCarthy polled and motion failed 4-2 with Mr. Wozniak, Mr. Kissell, Mayor Fox and Ms. McCarthy voting no.

The request from the Portage Area Football Boosters for a banner on Dennis Beck's property was discussed. Mr. Kissell motioned, seconded by Mr. Slanoc to grant the request from the football booster's to hang a banner at Dennis Becks, motion carried 6-0. Mr. Vandzura remarked on the time frame for removal of the banner prior to the Christmas decorations being put up.

A discussion was held on the request from Mr. Miller to obtain his belongings from the Stop N Go Property. Ms. McCarthy called for a motion to approve three times, motion died due to the lack of a motion.

New Business:

The police policy and procedures manual will be discussed at the next committee meeting.

The Portage Municipal Authority submitted a proposal for Council to review concerning new accounting and billing software. Mr. Vandzura advised that the current software is still ms-dos based and needs updated. Mr. Koban advised that the Municipal Authority has an agreement in place with the Borough for 1/3 of the cost to be paid by the Borough since they perform the garbage billing. Mr. Koban elaborated on the contract for the newest

members of council. The cost of the entire package is \$11,831.00 with a 1/3 of the cost to be paid by the Borough. Mr. Koban advised the Municipal Authority and council that since the software was not included in the Borough's 2009 budget, he requested that the funds be expended and included in the Borough's 2010 budget and be reimbursed to the Authority after revenue starts coming in 2010. Mr. Cadwallader also commented on the obsolete software utilized by the Municipal Authority and how beneficial this new package will be in the future. Mr. Wozniak motioned, seconded by Mr. Slanoc to approve the Municipal Authority software purchase for the 1/3 rd split to be paid in the first quarter of 2010, motion carried 5-0-1 with Mr. Vandzura abstaining.

Mr. Zachary Vickroy submitted a request to clean the trash out of the streams within the Borough to earn his community merit badge. Mr. Slanoc motioned, seconded by Mr. Vandzura to approve Mr. Vickroy's request to clean the trash out of streams within the Borough, motion carried 6-0. Ms. McCarthy remarked if there were any cost or liability issues. There were none.

A request from Mr. George Benko to block off Bedford Street was discussed. Mr. Kissell motioned, seconded by Mr. Slanoc to approve the request from Mr. Benko to block off Jefferson Avenue. Ms. McCarthy polled each member: voting no were Mr. Wozniak, Mayor Fox, and Ms. McCarthy. The motion failed due to the lack of majority vote of 3-3.

Mr. Koban presented a draft inter-municipal agreement and proposed ordinance for the Americorp position that will be split between the Borough and the Township. Mr. Koban advised that it was short notice on the notification to Council at the Township Solicitor's request. Mr. Kissell commented that the Township Supervisors are constantly changing everything that requires additional work and money. The position begins mid August. Mr. Kissell recommended having Mr. Emerick review the agreement. Mr. Emerick just received the agreement and proposed ordinance prior to the meeting and did not have a chance to review it. Mr. Koban advised that he had read the agreement and ordinance and did not see anything out of line. After a lengthy discussion, Mayor Fox motioned, seconded by Mr. Slanoc to approve the advertising of the ordinance contingent upon Mr. Emerick's approval, motion carried 6-0.

Ms. McCarthy questioned Mr. Squillario on the Water Authority minutes regarding the Portage Area Ambulance Association seeking property expansions. Mr. Squillario advised that the PAAA is now staffed 24/7 and the emergency vehicles are larger. They would also like to construct a bunk room for the volunteers.

Ms. McCarthy commented on the asphalt repair work for Dominion Peoples and questioned if the Borough is given notice. Mr. Squillario advised that Dominion applies for a road opening permit for all repairs. Ms. Claar invoices Dominion Peoples for the road opening permit.

Good of the Borough:

Mayor Fox provided a report on the PA Mayors Convention. The report will be reviewed on Monday, August 10th.

Mr. Kissell advised Mr. Koban that a billboard sign was hung at the Gaunt's property located on Main Street, across from Sheetz. Mr. Koban advised that he will advise the owner of the sign and have it removed.

Mr. Kissell questioned the status of the dilapidated trailer at Randy Stagers trailer park. Mr. Koban advised that Mr. Stager applied for the demolition permit but has not removed it. Council agreed that Mr. Stager has had enough time to have the trailer removed. All were in agreement to notify Mr. Stager that he has one week to have it removed or he will be cited.

Ms. McCarthy and Mr. Vandzura commented on the impressive work and reporting being done by Chief Miller. Council commended Chief Miller for all his great work and providing answers to all their questions.

Ms. McCarthy commented on the Summerfest parade and who would be participating. Mr. Kissell and Mr. Wozniak can't attend the parade. Mr. Slanoc, Mr. Vandzura, Mayor Fox, and Ms. McCarthy will be participating. Ms. Claar will notify Mrs. Chobany.

Adjournment:

Mr. Wozniak motioned, seconded by Mayor Fox to adjourn, motion carried 6-0. The meeting adjourned at 7:58 p.m.