

Call to Order:

The regular scheduled meeting of May 2nd, 2011 was called to order by Ms. McCarthy at 6:30 p.m. Members present were: Mr. Vandzura, Mr. Slanoc, Mrs. Chobany, and Mayor Fox. Also present were Robert Koban-Borough Manager; Mr. Emerick-Solicitor, Mr. Wisor-Engineer, Chief Miller-Public Safety, Mr. Squillario-Public Works, and Michelle Claar-Secretary. Absent were Mr. Kissell and Mr. Wozniak.

VISITORS:

Present were: Jerome Yetsko, Ashley Watt-Mainline Newspapers, Kathy Mellott-Tribune Democrat. Mr. Ron Cadwallader and Ericca Cadwallader were also present.

Mr. Slanoc motioned, seconded by Mrs. Chobany to go out of order, motion carried 5-0. Mayor Fox presented a certificate of appreciation to Ms. Ericca Cadwallader for donating a portion of her liver to her cousin. Ms. Cadwallader was also a past junior council member and an outstanding resident of the community. Council gave a standing ovation to Ms. Cadwallader.

Mr. Ron Cadwallader presented certificates of insurance for the 2011 Cambria Convention that naming the Borough as an additional insured. Mr. Cadwallader also requested permission to hang a banner advertising the convention. Mrs. Chobany motioned, seconded by Mr. Slanoc to approve Mr. Cadwallader's request to hang a banner advertising the 2011 Cambria County Convention, motion carried 5-0.

Reports:

Managers Report:

Mr. Koban furnished a written report prior to the meeting. Mr. Koban advised Council the official notice from DCED was received for the LUPTAP grant award in the amount of \$23,000.00. A meeting will be scheduled in the next week with the Planning Commission, Engineer, DCED, and Allegheny Ridge.

Mr. Koban informed Council that the Gillespie Avenue Bridge stabilization project has been properly advertised by Stiffler & McGraw for bids to be received on May 12th, 2011 at 4:00 p.m at the Administration Office. Ms. Claar and Mr. Squillario will be attending the bid opening along with Mr. Gary Wisor of Stiffler & McGraw.

Mr. Koban commented that the Cambria County Redevelopment Authority has advertised for bids on several structures for demolition in the Dispatch. The Harpo's Building is on the schedule once the bid is awarded.

Mr. Koban advised Council that he received a Memo of Understanding" from the Portage Area School District concerning the placement of a 14'X22' storage shed purchased by the Woman's Club to house the community decorations on school property. The PASD assumes no liability for the storage shed in case of theft, etc. Mayor Fox motioned, seconded by Mr. Vandzura to approve the "Memo of Understanding" between the Portage Area School District, Portage Woman's Club, and Portage Borough concerning the liability of the 14'X22'

storage shed to store community decorations on school property, and place on the storage shed on the Borough's liability policy, motion carried 5-0.

Solicitor's Report:

Mr. Emerick furnished a written report prior to the meeting. Mr. Emerick questioned if there was any communication from Mr. Bookhammer regarding the recommended repairs to the 619 Main Street Property. Ms. Claar advised there has been no response from Mr. Bookhammer nor have any repairs been made. Mr. Emerick requested a motion from Council to hold a public hearing and issue an order to make the necessary repairs as recommended by the Borough Engineer. Mayor Fox motioned, seconded by Mr. Slanoc to announce the public hearing of the Bookhammer property located at 619 Main Street concerning the necessary repairs to the structure, motion carried 5-0. The public hearing will be held on June 6th, 2011 at 6:30 p.m. at the regular meeting of council.

Mr. Emerick informed Council that the owners (Plummer's) of 1021 Caldwell Avenue had been served a complaint by the County Sheriff's office on April 11, 2011. The Plummer's had until May 2nd, 2011 to answer the complaint. Prior to the meeting, there has been no contact by the Plummer's regarding the complaint. Mayor Fox questioned the next step in the process. Mr. Emerick advised that a default judgment will be requested at the County level with fines to be determined by the Courts.

Engineers Report:

Mr. Wisor furnished a written report to Council. Mr. Wisor informed Council the general permit was received on April 15th from DEP for the Gillespie Avenue Stabilization project. Mr. Wisor advised Council that the bid forms, specifications, and advertisement of bids was advertised. The bid opening is set for May 12th, 2011 at 4:00 p.m. This was also addressed under the Borough Manager's report. After the bid opening, Council will have to accept and award at the May 16th committee of the whole meeting. A notice to proceed will also be issued to complete the project by the completion date of June 30th, 2011.

Mr. Wisor had no additional information on the Dulancey Avenue and Main Street Streetscape projects.

Police Report:

Chief Miller furnished a written report prior to the meeting. Chief Miller had nothing additional to report.

Public Works Report:

Mr. Squillario furnished a written report prior to the meeting. Mr. Squillario presented Council with the "Welcome to Portage sign" that was completed by Portage High School Seniors; Trevor Davis and Jason Kostan as their senior project. The signs will be placed on Route 164 coming into Portage from Springhill and another sign by the football field.

Mr. Squillario advised that the flower pots will be steam washed, sealed, and stained within the week. Mr. Squillario also advised that Ms. Mary McCarthy has health issues and will

not be able to take care of the flowers on Main Street. Mayor Fox suggested contacting the business owners to assist in the maintenance of the flower pots in front of their establishments.

Ms. Claar commented on the work performed on her new office by the Public Works Department. Mr. Squillario commended Mr. Ray Bowman for all his efforts and time spent on renovating the office. Council also commended the Public Works for their efforts and the in-house talent of the employees.

Treasurer's Report:

Ms. Claar furnished a written report prior to the meeting. Mayor Fox motioned, seconded by Mrs. Chobany to approve the Treasurer's report in the amount of \$112,375.41. Ms. McCarthy polled and motion carried 5-0.

Correspondence:

The Municipal Water Authority submitted the audited financial statements from December 2009 through December 31, 2010. The audit is on file in the Secretary's office. Mr. Dennis Beck sent a thank you from the Trout Run Watershed Association for the excellent job during the Earth Week Clean-up on Thursday, April 21, 2011.

Citizens Input on Agenda Items:

None

Minutes of the Previous Meeting:

The minutes from the April 4th regular meeting were distributed prior to the meeting. The April 18th committee meeting minutes were not presented as stated on the agenda. Mr. Slanoc motioned, seconded by Mr. Vandzura to approve the minutes from April 4th regular meeting, motion carried 7-0. The April 18th committee meeting minutes will be presented at the June 6th regular meeting for approval.

Paying of Bills:

The bills were distributed prior to the meeting. Ms. McCarthy questioned a bill for the mini-park. Mr. Koban informed Council that the Portage Rotary made a \$5,000.00 donation toward the mini-park fountain project. Several bills were approved for the materials needed to complete the water fountain. Mr. Koban also commented that he is the process of obtaining a price for a plaque recognizing the Rotary for their contribution. Mrs. Chobany motioned, seconded by Mayor Fox to pay the unpaid bills and additional bills in the amount of \$27,177.75. Ms. McCarthy polled and motion carried 5-0.

Other Reports

Reports were received from the Municipal Water Authority and the Sewer Authority for March, the Joint Recreation Commission for February and March, and Cambria County Building Codes Enforcement Agency for March. Mayor Fox motioned, seconded by Mrs. Chobany to approve the monthly reports as presented, motion carried 5-0.

Unfinished Business:

Mr. Koban advised Council there was no update on the Mainline Heritage Association.

Mr. Koban informed Council the Harpo's Building is on the schedule with Cambria County Redevelopment Authority since the County has advertised for bids.

Mr. Koban advised Council that Stiffler, McGraw & Associates will be obtaining access to the Stop N Go Building for the asbestos samples. Hopefully, a report will be available at the May Committee meeting.

There is no update on the Main Street Streetscape project.

Mr. Koban advised that a survey will be performed by Mr. Fred Brown for the property transfer between Mainline National Bank and Portage Volunteer Fire Company.

The Bookhammer property was discussed earlier in the meeting.

Mr. Koban advised that the earned income tax will be discussed at the May committee meeting.

Mr. Koban informed Council that he had to reschedule a previous meeting with Mr. Daniel Kanuch with the Johnstown Housing Authority for the end of the month.

The Gillespie Avenue stabilization project was discussed earlier in the meeting.

The certificate of liability insurance naming Portage Borough as additional insured was presented by Mr. Cadwallader from the PVFD. The issue can be removed from the agenda.

There was no update on the Farmers Market.

New Business:

Mr. Koban informed Council that Chief Miller presented a police directive regarding future response protocol to Portage Township and shared police services within Cambria County. Chief Miller presented the directive for Council to review. Mayor Fox motioned, seconded by Mr. Slanoc to approve the police directive regarding future response protocol to Portage Township and shared police services within Cambria County. Ms. McCarthy polled and motion carried 5-0.

The Memo of Understanding was addressed earlier in the meeting.

Ms. Claar informed Council that the audit concerning the Jefferson Avenue Bridge Project can now be closed at the recommendation of Dennis P Kotzan & Associates. The balance in the Jefferson Avenue Checking Account is \$15.64. Mayor Fox motioned, seconded by Mrs. Chobany to approve Resolution 3-2011 by closing the Jefferson Avenue Bridge Account in the amount of \$15.64 and transferring the balance to the General Fund. Ms. McCarthy polled and motion carried 5-0.

Good of the Borough:

Mrs. Chobany questioned the Spring Cleanup Date. The Spring Clean-up was advertised in the Dispatch and posted to the Borough website for May 10th and 11th, 2011.

Ms. Kathy Mellott from the Tribune Democrat requested additional information on the approved new police directive. Mr. Koban explained to Ms. Mellott that the new directive affects police coverage to Portage Township and other municipalities within Cambria County that do not have police departments. Mr. Koban commented that the township residents were not supportive of the agreement. Portage Borough Police will now cease to be first on scene within Portage Township and any other municipality that does not have a police department. Portage Borough will only respond if there is an officer in need. Chief Miller commented that the borough police will only respond if the PA PSP requires assistance. Mr. Koban also commented that letters will be sent to Cambria County 911 and the PA State Police advising of the new directive and protocol. Mr. Koban also advised that any services such as: fingerprinting, employment and background checks will only be provided to borough residents.

Ms. McCarthy asked if Mr. Yetsko had any questions to which he responded that they were already addressed through Ms. Mellott.

Adjournment:

Mrs. Chobany motioned, seconded by Mr. Slanoc to adjourn, motion carried 7-0. The meeting adjourned at 7:15 p.m.