



**Ebensburg Borough Council Meeting**  
**Monday, December 18, 2017**  
**6:30 p.m.**

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**Borough Council**  
Doug Tusing, President  
Susan Barber, Vice-President  
John Cobaugh  
Cecilia Houser  
Theresa Jacoby  
Dave Kuhar  
Joe Miller  
**Mayor**  
Randy Datsko

**AGENDA**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

*Members of the public are invited to comment at this time on any item appearing on the agenda.*

**1. CONSENT AGENDA**

*All items listed on the Consent Agenda are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council request specific items to be removed for separate action.*

Item 9A: Approve the minutes of the November 27, 2017 regular monthly meeting of Borough Council.

Item 9B: Approve the Financial Statement.

Item 9C: Approve payment of bills.

Recommended Action – Approve the consent agenda.

**2. APPOINTMENTS TO ADDRESS COUNCIL**

**3. MAYOR'S REPORT**

**Item 3A: Report on Police Department**

**4. COUNCIL PRESIDENT COMMENTS**

**Item 5A: Report from Inframark on Wastewater Plant Operations**

Plant Supervisor Mark Wirfel will provide a verbal report on projects and activities at the wastewater plant during the month.

Recommended Action – No action required.

**Item 5B: Wastewater Project Update**

Final notices were mailed to those property owners where an easement is required for the upcoming project. Condemnation proceedings will be filed for any properties for which an easement has not been received by January 8<sup>th</sup>.

The project has been advertised for bids with bids due on January 15<sup>th</sup>.

Recommended Action – No action required.

**Item 5C: Agreement of Lease Amendment and Loan Guaranty**

PENNVEST has approved a loan for 100% of this project in the amount of \$9 million. The loan is for 25 years, with 1% interest for the full term. It is necessary for the Borough to guarantee the PENNVEST loan. In accordance with the Unit Debt Act, Council granted tentative approval last month to Ordinance #639 adopting a Guaranty Agreement. The Ordinance references the required guaranty agreement, promissory note, debt statement, and borrowing base certificate.

The Ordinance also amends the Lease Agreement between the Borough and Municipal Authority to reflect the new loan. The Ordinance has been advertised and is ready for final adoption.

Recommended Action – Grant final approval to Ordinance #639 authorizing a PENNVEST loan guaranty in the amount of \$9,000,000 on behalf of the Ebensburg Municipal Authority for a wastewater system improvement project, and revisions to the Lease Agreement.

**Item 5D: Bridge Loan**

The Municipal Authority will require a short-term bridge loan in order to pay project expenses while waiting on PENNVEST reimbursement. The bridge loan will be in the amount of \$1 million for a two-year term. This separate loan also requires separate Unit Debt Act compliance, as described above for the PENNVEST loan.

Ordinance #640 received tentative approval last month, has been advertised, and is ready for final adoption.

Recommended Action – Grant final approval to Ordinance #640 authorizing a bridge loan guaranty in the amount of \$1,000,000 on behalf of the Ebensburg Municipal Authority for a wastewater system improvement project.

**Item 5E: Operating Agreement**

In addition to the Lease Agreement between the Borough and the Municipal Authority, there exists an Operating Agreement. The Operating Agreement is what appoints the Borough as the managing and operations agent for the water and sewer systems, and establishes the fees paid to the Borough for those services.

One of the changes to the Lease Agreement previously approved was the addition of references to stormwater responsibilities. Those same changes should be made to the Operating Agreement.

The previous fees were \$115,000 for water and \$70,000 for sewer, or a total of \$185,000. When stormwater responsibilities were added a few years ago, a fee of \$16,000 was added. The Agreement should be updated to include that additional fee, or a total now of \$201,000 annually.

A draft Operating Agreement marked with revisions is included in Council’s packet.

Recommended Action – Approve adoption of the amended Operating Agreement between Ebensburg Borough and Ebensburg Municipal Authority.

<b>6. RECREATION COMMITTEE</b>	<b>Barber &amp; Jacoby</b>
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<b>7. STREET COMMITTEE</b>	<b>Cobaugh, Miller &amp; Houser</b>
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<b>8. ADMINISTRATION COMMITTEE</b>	<b>Barber, Jacoby &amp; Kuhar</b>
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**Item 8A: 2018 Annual Budget**

Council last month granted tentative approval to the 2018 budget. The 2018 Operating Budget calls for revenues of \$5,698,970 and expenditures of \$5,633,840. The general fund budget is balanced with no increase in real estate taxes.

	Revenues	Expenditures	Surplus
General Fund Budget	\$2,066,370	\$2,026,020	\$65,130
Water Fund Budget	\$1,555,500	\$1,543,070	\$12,430
Wastewater Fund Budget	\$1,851,100	\$1,838,750	\$12,350
Stormwater Fund Budget	<u>\$ 226,000</u>	<u>\$ 226,000</u>	<u>\$ 0</u>
Total Operating Fund	\$5,698,970	\$5,633,840	\$65,130

	2017	2018	Change
General Fund Budget	\$1,943,910	\$2,026,020	4.22%
Water Fund Budget	\$1,540,540	\$1,543,070	0.16%
Wastewater Fund Budget	\$1,855,030	\$1,838,750	-0.88%
Stormwater Fund Budget	\$ 230,000	\$ 226,000	-1.74%
Total Operating Fund	\$5,569,480	\$5,633,840	1.16%

The 2018 annual budget has been advertised for public inspection, and is ready for final adoption.

Recommended Action – Grant final approval to the 2018 annual budget.

**Item 8B: Tax Ordinance**

An Ordinance is required each year to establish the real estate tax for the coming year. Ordinance #638 was granted tentative approval last month, has been advertised, and is ready for final adoption.

Recommended Action - Grant final approval to Ordinance #638, establishing the 2018 real estate tax.

**Item 8C: 2018 Salary Resolution**

A Resolution is adopted each year to establish the wages to be paid to borough employees, as recommended by the administrative committee, reviewed last month with Council, and included in the 2018 budget. AFSCME receives a 2.0% increase while the FOP agreement has a 2.5% increase. All non-union staff have a 2.0% increase.

Recommended Action – Adopt Resolution #2017-07 establishing wages for 2018.

\* Item 8D: Full-time Police Position

There were eleven applications received for the full-time police position. The advertisement did not include notice of the residency requirement (10 air miles). After notice was issued to the applicants, two withdrew, and the application fees were refunded. The written test was administered on December 13<sup>th</sup> to the remaining nine applicants. For those that pass the written test, the oral examinations will be scheduled in early January. The Civil Service Board will likely present a selection list to Council in January.

Recommended Action – No action required.

## 9. GENERAL BUSINESS

- \* Item 9A: Minutes of Previous Meeting(s)  
The minutes of the previous regular meeting are presented for Council review and approval.

Recommended Action – Approve the minutes of the previous meeting(s).

- \* Item 9B: Financial Statement  
The financial statement for November 2017 is presented for approval.

Recommended Action – Approve the November 2017 financial statement.

- \* Item 9C: Bills  
A list of bills totaling \$365,342.55 is submitted for approval.

Recommended Action – Approve payment of the bills as submitted.

- \* Item 9D: Meeting Schedule  
The biennial reorganization meeting will be held on Tuesday, January 2<sup>nd</sup> at 6:30 p.m. The Administration Committee will meet on Monday, January 15<sup>th</sup>.

**Item 9E: 2018 Fee Resolution**

A Resolution is required each year to establish fees to be charged for various services for the coming year. The only change in 2018 is the new garbage collection contract allowing the garbage fee to be decreased from \$18.95/mo. to \$18.50/mo.

Recommended Action – Adopt Resolution #2017-06 establishing the fees to be charged in 2018 for various purposes.

## 10. DEPARTMENT REPORTS

**Item 10A: Police Department**

Chief Wyland will provide a verbal report on the police department's activities during the month.

**Item 10B: Public Works Department**

Public Works Director Jeff Evans will provide a verbal report on the public works department's activities during the month.

**Item 10C: Community Development**

Community Development Director Dana Koss will provide a verbal report on the community development department's activities during the month.

**Item 10D: Recreation Department**

Recreation Director Dirk Johnson will provide a verbal report on the recreation department’s activities during the month.

\* Item 10E: Codes Enforcement

A monthly codes enforcement report was forwarded to Council.

\* Item 10F: Ebensburg Municipal Authority

A copy of the minutes of the last municipal authority meeting is included in Council’s packet.

\* Item 10G: Ebensburg Planning Commission – No activity

\* Item 10H: Ebensburg Zoning Board - No activity

**11. MEDIA COMMENTS/QUESTIONS**

*Representatives of the media are invited to comment and ask questions at this time on any issues, whether or not on the agenda.*

**12. PUBLIC COMMENTS**

*Members of the public are invited to comment at this time on any issues, whether or not on the agenda.*

**13. ADJOURNMENT**

*Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Thursday before each regularly scheduled meeting at the Borough office, located at 300 West High Street, Ebensburg, Pa. Any documents subject to disclosure that are provided to members of the Borough Council regarding any item on this agenda are available for public inspection at the Borough office or at [www.ebensburgpa.com](http://www.ebensburgpa.com).*

*In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Borough office (814) 472-8780 or [eburg@ebensburgpa.com](mailto:eburg@ebensburgpa.com). Notification 48-hours before the meeting will enable the Borough to make reasonable arrangements to ensure accessibility to this meeting.*