



Ebensburg Borough Council Meeting
Monday, March 27, 2017
6:30 p.m.

Phone: 814-472-8780
E-Mail: eburg@ebensburgpa.com
Website: www.ebensburgpa.com

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 February 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 Severn Trent Services 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****1. Scope of Project**

The permit application has been completed and sent to DEP. No further project updates are expected until mid-summer.

Recommended Action – No action required.

2. Pressure Testing Notices

The initial notices for the required pressure testing of sewer laterals were mailed on March 7th to customers in the Elderwood and Industrial Park sections of the service area.

Recommended Action – No action required.

*** Item 5C: Disinfection Byproducts**

The need for flushing of the Saltlick line and the cleaning of the Ogden tank was discussed last month. The line from Saltlick to the tank has already been flushed. Utility Service Company will be in soon to clean the tank. The line will then be flushed from the tank to Industrial Park.

Recommended Action – No action required.

Item 5D: Delinquency Report

From time to time, staff updates the members on the status of delinquent utility accounts. The balance over 90 days due is \$571. The balance over 120 days due is \$4,076. One customer is responsible for \$964 of that total, and is in a payment agreement.

Considering that we bill in excess of \$3.8 million annually (water, sewer, stormwater, garbage), having less than \$5,000 delinquent is extraordinary. A delinquency rate under two-tenths of one percent speaks well of our customers, and of the dedication and strict attention that Rose pays to our billing system on a continual basis.

Recommended Action – No action required.

*** Item 5E: Chapter 94 Report**

The annual Chapter 94 Report for wastewater operations has been completed and submitted to DEP. A copy is posted on the website.

Recommended Action – No action required.

6. RECREATION COMMITTEE **Barber & Jacoby**

7. STREET COMMITTEE **Cobaugh, Miller & Houser**

8. ADMINISTRATION COMMITTEE **Barber, Jacoby & Kuhar**

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 February 2017 is presented for approval.

Recommended Action – Approve the February 2017 financial statement.

- * Item 9C: Bills
A list of bills totaling \$756,055.87 is submitted for approval.

Engineering bills for the Municipal Authority’s wastewater project have been being paid directly from the borough’s wastewater project reserve. For accounting purposes, the following measures have been taken.

1. A new Wastewater Project Account has been opened in the Authority’s name.
2. A transfer of \$313,620 is being made from the borough project reserve to that account, representing the amount already spent on engineering through February. The Authority will write a check, in the same amount, from the project account back to the borough’s reserve. This will serve to document the Authority’s payment of expenses thus far.
3. All future engineering bills will be paid by the Authority from the project account. A corresponding amount will be transferred from the borough’s project reserve to the Authority’s project account to cover each expense.

This will result in a record of all project related expenses, all paid from a single Authority account. When future Pennvest funds are received, they will be deposited by the Authority into this project account, and all contractor invoices will be paid from the same account. This process will assure that all project costs are separate from other activities, and assure a clear audit trail for Pennvest.

Recommended Action – Approve payment of the bills as submitted.

Item 9D: Garbage Dumpsters

Last month, Council granted tentative approval to Ordinance #637, amending regulations applicable to garbage dumpsters. The Ordinance is intended to lessen the amount of litter being blown from dumpsters, and to ensure that dumpsters are regularly serviced. The Ordinance has been advertised and is ready for final adoption.

Recommended Action – Grant final approval to Ordinance #637 regulating dumpsters.

* Item 9E: Summer Hires

The part-time summer positions have been advertised. Applications were due March 27th. Council will be provided with a report next month.

Recommended Action – No action required.

Item 9F: Timber Sale

Darrell Wilson, the borough’s forester, is recommending a timber sale on borough-owned property at the rear of the airport. The borough and/or municipal authority own a total of 1,300 acres, primarily situated in Cambria Township. The last sale of timber was in 2008.

This sale is on 140 acres. The timber to be harvested includes twelve different species, primarily red maple and black cherry, comprising approximately 8% of the stand. The property is accessible on existing access roads west of the airport beside Lyons Cable and along Beulah Road. The sale should produce over 305,000 board feet of timber. Proceeds of the sale are estimated to be \$130,000.



Mr. Wilson will prepare the bid documents and the contracts, and advertise the sale. Notices will be mailed to 15-20 logging companies, and at least six bidders are expected. Mr. Wilson may choose to delay advertising until conditions on the property are drier. After bids are received, a bid tabulation will be presented to Council for consideration, at which time the bid may be accepted or rejected.

Recommended Action – Approve advertising a timber sale on property at the rear of the airport.

Item 9G: Spring Clean Up

Spring Clean Up is scheduled for regular garbage days on April 25th and 26th.

Recommended Action – No action required.

Item 9H: County Parking Lot

The county parking lot on Center Street, opposite the front of the courthouse, is badly crumbled and in need of repair. The county is not able to afford the cost of the project. Staff recommends a cooperative project that would improve the parking lot, complement the streetscape, and make the project affordable.

The borough would underwrite the costs of the proposed improvements. In exchange, the county would agree to provide an additional liquid fuels allotment to the borough in future years for borough projects that would be eligible for liquid fuels funds. This will be especially helpful to the borough when streets will need to be repaired following the wastewater project.

The proposed project involves the following:

1. The badly crumbled surface of the parking lot would be milled down (appx. 2½”) and removed.
2. The guardrail in the middle of the parking lot would be removed, and not replaced.
3. The two streetlights and telephone poles in the parking lot would be removed, and not replaced. Instead, the borough will provide and install three new Victorian streetlights at the front of the parking lot along Center Street. The borough will extend power to the streetlights from the county office building’s existing electric service.
4. Full-depth base repair would be completed where the guardrails are removed (100’ x 6’) and along the south edge of the parking lot bordering the office building (120’ x 6’).
5. The borough will extend power to the new multi-space meter from the county office building’s existing electric service.
6. The borough will remove all county parking space signs, and reinstall them following the project. The signs bordering Center Street will be on black fluted posts, matching the new streetlight poles.



7. The borough will resurface the entire parking lot (132' x 122') with a 1" leveling course and a 1½" top course of new blacktop.
8. The borough will apply new white thermoplastic parking space lines.



The cost of this project, attributable to the county, would be \$7,200 for milling, \$5,900 for base repair, \$18,800 for paving, and \$1,400 for striping materials; or \$33,300 total. The borough would pay those costs up front, and the county would allocate an equal amount in liquid fuels funds over the next two years, which the borough will use to fund other projects eligible for liquid fuels funds. Of course, these are cost estimates for the project, and are dependent on final bids.

The borough will perform the removal of lights and guardrails, electrical service extensions, sign replacement and line striping. We will purchase and install the new streetlights, and will provide the black sign posts. We will undertake all design and bidding costs, and will provide inspection services for the project. The county would provide ongoing electricity for the operation of the streetlights and parking meter station.

Prior to the project, the parking lot will be out of service for one day for the removal of lights, sign posts and guardrail, and can be opened again. The parking lot will need to be closed again for the milling and paving, all of which can be completed in one day. The borough will do all line striping the following day, and the lot will be open again on the third day.

Recommended Action – Approve seeking bids for resurfacing of the county parking lot.

Item 9I: Retire Your Old Glory

Retire Your Old Glory is a community-based campaign to collect and properly retire American flags when they are no longer usable. The office is frequently asked about how and where to properly dispose of old flags.

The program provides a bin to be placed in the lobby of the borough building into which residents can deposit old flags. The initial cost of the program, including the bin, is \$500. Either the Legion or VFW will agree to pay for that cost.

Boy Scout Troop 98 has agreed to manage the program on an ongoing basis. They will periodically collect the flags, report the number of flags collected to the program, and ceremonially dispose of the flags.



The borough's obligation would be to promote the proper manner of disposing of old flags and the use of the bin in the borough's newsletter and website, and to pay the annual \$25 fee to belong to the program.

Recommended Action – Approve participation in Retire Your Old Glory.

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 Danae Koss will provide a verbal report on the community development department's activities during the month.

Item 10D: Recreation Department

Recreation Director Samantha Kemock 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

*1) Dennis Miller

The Zoning Hearing Board approved a variance involving the replacement of a fence along a rear property line, and the required setback.

Recommended Action – No action required.

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.

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. Notification 48-hours before the meeting will enable the Borough to make reasonable arrangements to ensure accessibility to this meeting.