

The regular monthly meeting of the Ebensburg Borough Council was called to order on Monday, September 26, 2016 at 6:30 p.m. at the Ebensburg Municipal Building, 300 W. High Street, Ebensburg, by Council President Doug Tusing.

Present: Doug Tusing, President
Susan Barber, Vice-President
John Cobaugh
Joe Miller
Cecilia Houser
Dave Kuhar
Theresa Jacoby

Others: Daniel Penatzer, Borough Manager
Randy Datsko, Mayor
Terry Wyland, Chief of Police
Jeff Evans, Public Works Director
Danea Koss, Community Development Director
Samantha Kemock, Recreation Director
Bernie Kozlovac, Plant Supervisor
Blair Pawlowski, Solicitor
Josh Byers, Mountaineer-Herald
Kelly Cernetich, Altoona Mirror
Jocelyn Brumbaugh, Tribune Democrat

Audience: 3

A. The Pledge of Allegiance was recited.

B. **Public Comments** –Mr. Tusing announced that the meeting would be recorded.

C. **Consent Agenda**

Mr. Miller made a motion to approve the consent agenda containing the following items.
(Kuhar) Motion passed unanimously.

1. Approve the minutes of the August 22, 2016 regular monthly meeting of Borough Council.
2. Approve the Financial Statement.
3. Approve payment of the bills.

D. **Appointment to Address Council** – None.

E. **Mayor's Report** – Mayor Datsko promoted the next Cresson Lake Playhouse play, Zombie Prom, as well as Ebensburg's Dickens of a Christmas the first weekend of December.

F. **Council President** – None.

G. Water/Wastewater Committee

1. There were no excursions for the month of August 2016 at the wastewater plant. Plant flows averaged 0.497 mgd. Mr. Kozlovac gave an update on projects happening at the plant.
2. **Ordinance for Wastewater Pressure Testing** - Ms. Kuhar stated that Ordinance #631 was presented last month by the Municipal Authority for Council's consideration. It repeals the current Wastewater Ordinance (Ord. 558, 10/27/2008, as amended by Ord. 618, 1/26/2015) and will impose the requirements for pressure testing prior to connection or reconnection and prior to the sale of property.
Mr. Kuhar made a motion to grant final approval to Ordinance #631. (Barber) Motion passed unanimously.
3. **Beech Street Stormwater Project** - The DEP permit arrived today. It contains a condition that prohibits any work between October 1 and December 31 without the Fish Commission's approval. Staff is attempting to secure that permission. A meeting is scheduled for September 30 to review the specification changes with the contractor.
4. **Water and Wastewater SCADA (Supervisory Control & Data Acquisition) Systems**
Mr. Kuhar reported that Severn Trent has recommended that a SCADA system be installed at the wastewater plant. The plant currently has three separate control systems that are not interconnected, do not collect and archive data, do not produce reports and cannot be accessed remotely.

The water treatment plant does have a SCADA system, but it is unreliable and does not possess all of the above features.

Severn Trent has provided a proposal to furnish new SCADA systems at both facilities. The total cost is approximately \$150,000. Staff recommends that Council approve advertising a Request for Proposals for a SCADA system to satisfy the need at both treatment plants.

Mr. Kuhar made a motion to approve seeking proposals for the design and installation of new SCADA systems at the water and wastewater plants. (Houser) Motion passed unanimously.

5. **Reservoir Drainage System**

Ms. Houser reported that a permit application and plans have been submitted to DEP for the repairs to the drainage structure at the small reservoir. Once the permit is received, this project will be advertised for bids. The project would preferably be completed in 2017, but judging from other permitting experiences with DEP, it is possible that the project could be pushed back to 2018.

In the meantime, the reservoir will remain drained so that the bottom is dry enough to allow for construction. The reservoir is only used during the winter months due to

differences in alkalinity that make water from that reservoir easier to treat. It is not critical to our water treatment process or our water supply capacity.

6. Disinfection Byproducts

Mr. Kuhar reported that design for this project is continuing. Once a permit is received from DEP, the project can move into bidding. Considering the slow speed at which permit applications are moving through DEP, it is possible that this project will not occur until mid-2017.

This project involves the installation of mixing and aeration equipment in the Ogden storage tank, intended to eliminate the recurring problem of TTHM and HAA5s. In the meantime, it is likely that the need to notify customers of elevated levels of disinfection byproducts will continue.

The Authority will be applying for a Pa Small Water & Sewer Grant for this project. The program is intended for projects between \$30,000 and \$500,000. There is a 15% match.

H. Recreation Committee

1. Recreation Board Appointment

Ms. Jacoby reported that Mike Bradley has resigned from the Recreation Board. Hillary Yahner has agreed to complete the 5-year term through 2017. Hillary is an elementary school teacher, parent and a member of the YPCC.

Ms. Jacoby made a motion to appoint Hillary Yahner to fill an unexpired term on the Ebensburg Recreation Board, expires 12/2017. (Kuhar) Motion passed unanimously.

2. YPCC Hires

Part-time positions at the YPCC were advertised in August. Ms. Kemock recommends the hiring of Alexis Hollis for part-time employment at the YPCC. Ms. Jacoby made a motion to hire Alexis Hollis as a part-time YPCC assistant, at the rate of \$8.50/ subject to child clearances. (Barber) Motion passed unanimously.

3. YPCC Cardio Equipment

Staff considered a proposal in February to lease new cardio equipment at the YPCC. The decision was made to instead keep the old equipment and make some repairs. Problems continue to occur with the equipment, costing hundreds of dollars each month in repairs. Staff recommends that the equipment be replaced.

The new equipment includes four treadmills, three ellipticals and a cycle, and rubber flooring as was installed in the fitness room. The value of the equipment is \$24,100. The lease terms are \$485/mo. for five years including all necessary parts and service. This will be incorporated into the YPCC's 2017 budget.

Over the winter months, the existing cabinets, counter and sink will be removed from the cardio room in order to provide additional space.

Ms. Jacoby made a motion to approve a lease agreement with Apex in the amount of \$485/mo. for new cardio equipment for the YPCC. (Cobaugh) Motion passed unanimously.

I. **Street Committee**

1. **PennDOT Paving Project** – Mr. Miller reported that New Enterprise has continued work on milling and resurfacing of all State roads within Ebensburg Borough. The project was suspended during fair week, but paving is expected to be completed within days. PennDOT will remark all parking spaces, stop bars and turning arrows.
2. **North Cherry Street** – Ms. Houser shared that a suggestion was received to install speed bump(s) in the 300 block of North Cherry Street because of its narrowness, doors opening to the street, and blind intersecting alley. Staff recommends not utilizing speed bumps on any streets for many reasons including; materials cost, removal during winter months for plowing, no existing speed bumps in the borough and several others.

The consensus of Council was to not add a speed bump on N. Cherry Street.

3. **Winter Parking Enforcement** – Enforcement of the winter parking regulations is a common concern throughout the borough. The current rules apply between December 1st and March 31st, and require vehicles to be moved from one side of the street to the other at 8 a.m. and again at 5 p.m. There is also restricted parking between 2 a.m. and 6 a.m. on certain smaller streets.

The current rules have been in effect for more than twenty years, and allow the public works crews to effectively clear the streets of snow in short order. Staff is suggesting that the current rules remain in place, but that enforcement be relaxed during those periods when conditions do not require that vehicles be moved. A notice would be posted on the front page of the borough's website and Facebook page indicating when the parking restrictions are or are not in effect.

For persons that do not have access to the website or Facebook, they can check with a neighbor on the current status of the regulations. They could also call the borough office by telephone to inquire. For after hours, the standard telephone message could be changed to include that day's enforcement status.

Enforcement would be imposed in advance when winter weather is forecasted, and in most cases would not be lifted for a day or two after weather occurs.

It was the consensus of Council to try the relaxed enforcement on an experimental basis.

4. **Pedestrian Warning Lights**

A frequent complaint in town is the failure of drivers to yield to pedestrians in downtown crosswalks. Mayor Datsko investigated several months ago the option of adding blinking

lights to the existing pedestrian crossing signs. The system would include two alternating flashing lights below the crossing sign, a wireless button on a pole to activate the lights, and a solar-charged battery. The cost of adding the flashing signals at eight crosswalks that are at non-controlled intersections was \$48,320. The proposal went no further due to the high cost.

Staff believes the borough might have a good chance of receiving a grant for the pedestrian flashing signals for the downtown crosswalks. The approved grant cannot be transferred to the new project. A new application would need to be submitted.

The Green-Light-Go grant program has a 20% match. The borough would have to contribute \$9,700 to the project, if approved. If Council finds that to be a reasonable net cost, staff can prepare a grant application before the September 30th deadline.

Mr. Miller made a motion to not approve flashing lights below the existing crossing signs. Roll call was taken:

Jacoby	Yes	Barber	Yes
Tusing	No	Miller	Yes
Kuhar	No	Houser	Yes
Cobaugh	Yes		

Motion passed.

J. Administration Committee

1. Employee Pension Plans

There are several routine actions required every year relative to the employee pension plans. The Minimum Municipal Obligation (MMO) is the amount calculated each year that is required to be deposited into each pension plan. Regulations require Council to formally approve that number by September 30th. Council must also establish the contribution rate, if any, for employees and determine how the State pension aid is to be distributed to the two pension plans.

Ms. Barber made a motion to adopt the minimum municipal obligation (MMO) calculation for the non-uniformed pension plan in the amount of \$73,393. (Kuhar) Motion passed unanimously.

Ms. Barber made a motion to adopt the minimum municipal obligation (MMO) calculation for the uniformed pension plan in the amount of \$ \$32,867. (Kuhar) Motion passed unanimously.

Ms. Barber made a motion to adopt Resolution #2016-05 establishing an employee contribution rate of 2% for the non-uniformed pension plan for 2017. (Kuhar) Motion passed unanimously.

Ms. Barber made a motion to adopt Resolution #2016-06 establishing an employee contribution rate of 3% for the uniformed pension plan for 2017. (Jacoby) Motion passed unanimously.

Ms. Barber made a motion to adopt Resolution #2016-07 authorizing distribution of the State aid check to the respective employee pension plans. (Miller) Motion passed unanimously.

2. **Review of 2017 Annual Budget Preparation**

Ms. Barber reported that the Manager is preparing preliminary budget numbers. The administration committee will meet on Monday, October 3rd to compile a tentative budget for Council's review at the October meeting. Final adoption is expected at the November Council meeting.

3. **2016 Audit**

Regulations require that the auditor be designated prior to the end of each year.

Mr. Kuhar made a motion to adopt Resolution #2016-08 appointing Wessel & Company as auditor for 2016. (Barber) Motion passed unanimously.

4. **Police Narcan Policy**

Mr. Kuhar reported that the Cambria County District Attorney is implementing a program by which doses of Narcan will be provided to all police departments within the county. Narcan is a drug that is administered nasally to persons suspected of suffering from a drug overdose. The Narcan doses will be distributed free of charge to police departments, under the direction of the District Attorney's Medical Director. Training for administration of the drug is provided. It is necessary to amend the department's Standard Operating Procedures in order to address Narcan.

The current Juvenile Detention Policy limits secure custody of a juvenile to six hours. The Pa Commission on Crime & Delinquency advises that the same policy should apply to non-secure detention. In most cases, non-secure detention is waiting for a parent to pick up the juvenile. The department's SOP should be amended to incorporate that small change.

Mr. Kuhar made a motion to adopt Resolution #2016-09 amending the Police Department Standard Operating Procedures implementing a policy for the administration of Narcan, adopting a Memorandum of Understanding with the Cambria County District Attorney relative to Narcan, and amending the Juvenile Detention Policy. (Cobaugh) Motion passed unanimously.

5. **Hiring Policy**

From time to time, questions are asked about how the selections are made for summer hires. Staff has prepared a draft hiring policy that reflects the current practice, and adds a provision for random selection when there are more applicants than available positions.

The consensus of Council is to table the approval of the draft hiring policy until the borough solicitor has a chance to review it.

K. General Business

1. **Prison Project** - A follow-up meeting of all stakeholders was held on September 23rd. Mr. Penatzer shared that the project is moving forward and that the county is looking at alternate sites for file storage and has committed to being moved out by the end of the year.
2. **Van Purchase**
Three quotes were sought from area dealers for used vans, with availability from only one. Ms. Barber made a motion to approve the purchase of used 2015 GMC van from Stuckey Ford in the amount of \$19,400. (Kuhar) Motion passed unanimously.
3. **Van Sale**
A 1983 GMC van was advertised for sale with one bid received. Ms. Barber made a motion to approve the sale of a 1983 GMC van to Erik Grove for \$100.00. (Miller) Motion passed unanimously.

L. Department Reports

1. **Police Department**
Chief Wyland provided a written report on last month's activities. He commended staff on the Touch-a-Truck event and on PotatoFest.
2. **Public Works Department**
Mr. Evans reported on last month's activities of staff maintenance including plumbing upgrades to allow the DAF trials at the water treatment plant, meeting with Severn Trent to discuss upgrading the SCADA software, additional testing of the THM and HAA levels and a water main break repaired in Crestwood.
3. **Community Development Department**
Ms. Koss reported on last month's activities including the PotatoFest and thanked everyone involved in helping to make it a success. She added that the Fall Foliage Ride would be held once again on October 9th and that around 20 people are registered. She added that the borough would be partnering again for the SFU RED Day where students work on community projects. They will be coming up on 10/6 to help refresh Kimball Park by staining all the park benches. Lastly, she mentioned that planning is underway for Dickens of Christmas, December 2-4.
4. **Recreation Department** – Ms. Kemock reported on last month's activities including the Touch-A-Truck event held at the Dauntless Fire Hall on 9/18. She said she'd like to see this turn into a yearly or twice a year event. She gave an update on the basketball winter leagues, as well as a status of the current financials.
5. **Planning Commission** – None.
6. **Ebensburg Zoning Board** – None.

M. Media Comments/Questions – None.

There being no further business Mr. Miller made a motion to adjourn. (Cobaugh) Motion passed unanimously.

Meeting Adjourned: 7:48 PM

Minutes Recorded by: Danae Koss, Community Development Director