



Ebensburg Borough Council Meeting
Monday, December 16, 2013
6:30 p.m.

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Borough Council
Doug Tusing, President
Deborah Nesbella, Vice-President
Susan Barber
Cecilia Houser
Terry Illig
Dave Kuhar
Joe Lutz

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 25, 2013 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

Item 2A: Fairgrounds Racing

Dan Savino wishes to discuss with Council the possibility of Friday night auto racing at the fairgrounds.

3. MAYOR'S REPORT

Item 3A: Report on Police Department

4. COUNCIL PRESIDENT COMMENTS

5. WATER & WASTEWATER COMMITTEE

Kuhar

Item 5A: Report From Severn Trent Services on Wastewater Plant Operations

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

Recommended Action – No action required.

* **Item 5B: Reservoir Inspection Reports**

Kimball has completed the annual reservoir inspection reports. They have been filed with DEP, and are available on the borough's website for public inspection.

Recommended Action – No action required.

6. RECREATION COMMITTEE

Illig, Houser & Nesbella

7. STREET COMMITTEE

Lutz & Houser

8. ADMINISTRATION COMMITTEE

Barber & Lutz

Item 8A: Assistant Police Chief

The position of Assistant Chief was last held by Officer Tony Sebetich. Sergeant Rob Sapp has satisfied the pre-requisites for the position and has been serving when needed as Acting Chief. Staff recommends that he be promoted to the position.

Recommended Action – Approve the promotion of Sergeant Robert Sapp to Assistant Chief, \$22.73/hr., effective 12/23/13.

Item 8B: Full-time Police Position

It is necessary to hire an additional full-time police officer due to an extended illness in the department. Staff recommends that the position be advertised, with applications due at the end of January. A lengthy testing procedure will follow, and the position is expected to be filled in April.

It will be necessary to appoint a written examination administrator. Staff is recommending that Bill Gamble Municipal Police Testing of Oakdale be appointed to administer and grade the written test. Section one of that test is a cognitive type test that tests the candidates' proficiency in reading comprehension, writing skills, and general mathematics. Section two of that test is an attitude and personality characteristics exam that measures the candidates' effectiveness in interacting with fellow officers and the public.

Recommended Action #1 – Authorize the advertisement of a full-time police officer position in accordance with civil service requirements.

Recommended Action #2 – Adopt Resolution #2013-21 naming on behalf of the civil service commission, Bill Gamble Municipal Police Testing, as the written examination administrator for the police hiring process.

9. GENERAL BUSINESS

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

Recommended Action – Approve the minutes of the previous meeting and workshop.

- * Item 9B: Financial Statement
The financial statement for November 2013 is presented for approval. A 12-month fund balance analysis is also included.

Recommended Action – Approve the November 2013 financial statement.

- * Item 9C: Bills
A list of bills totaling \$314,070.92 is submitted for approval.
- List includes those bills omitted from the November list.

Recommended Action – Approve payment of the bills as submitted.

- * Item 9D: Upcoming Meetings
Make it a matter of record that Ebensburg Borough Council will reorganize on Monday, January 6, 2014 at 6:30 p.m.

Recommended Action – No action required.

Item 9E: Request for Proposals - Airport Engineer

The Bureau of Aviation requires airports to solicit proposals for engineering at least every five years. A Request for Proposals (RFP) was issued in November. Four responses to that RFP were received, and Council has been provided with a recommendation.

Recommended Action – Designate L. Robert Kimball as the consulting engineer for the Ebensburg Municipal Airport.

Item 9F: Aerial Photography

An important component of any future stormwater or wastewater design will be up-to-date aerial photography. The time for taking any aerial photography in this area is very limited. It must be accomplished when there is no snow cover and when there is no foliage. For the most effective result, it is work that must be accomplished in the next few months, as conditions permit.

While we are obtaining the aerial photography, we should obtain it for our total water service

area. The cost for aerial photography of the borough and that portion of the township served by our system is \$12,080. The cost of this project will be paid for with water and wastewater funds, and will be available to be utilized for future stormwater projects, road maintenance, or any other borough use.

The aerial photographs are what is required for project planning. Staff will eventually ask Council to go one step further and have orthophotos prepared for GIS purposes. The orthophotos can be prepared at any time in the future. Those are the more conventional looking color aerial photographs that you are used to seeing. Without orthophotos, the aerial photographs have little practical use except for design. The cost for orthophotos will be approximately \$10,000 more. Those will be high-resolution, making fixtures such as hydrants, utility poles and manholes clearly visible. The orthophotos are necessary in order to be compatible with the borough's computer GIS system.

Staff recommends that Council approve obtaining only aerial photography at this time, so that Kimball can move forward on a day with optimum conditions.

Recommended Action – Approve a contract with L R. Kimball for obtaining new aerial photography at a cost of \$12,080.

Item 9G: Lake Rowena Easement

Peoples Natural Gas Company is requesting an easement for installation of a new natural gas main across the northwest corner of the Lake Rowena property, next to Ebensburg Oil & Gas.

Recommended Action – Approve granting of an easement to Peoples Natural Gas Company at the entrance to Lake Rowena.

10. DEPARTMENT REPORTS

Item 10A: Police Department

Chief Wyland will provide a verbal report on the police department's activities during the month. A written report was e-mailed to Council separately.

Item 10B: Public Works Department

Public Works Director Dave Dodson 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 Matt Pfeil will provide a verbal report on the recreation department's activities during the month.

* Item 10E: Codes Enforcement

A monthly codes enforcement report is provided in Council's mailbox.

* 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.

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.