



Ebensburg Borough Council Meeting
Monday, February 24, 2014
6:30 p.m.

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Borough Council
Doug Tusing, President
Susan Barber, Vice-President
Cecilia Houser
Theresa Jacoby
Dave Kuhar
Joe Lutz
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 January 27, 2014 regular monthly meeting of Borough Council.
- Item 9B: Approve the Financial Statement.
- Item 9C: Approve payment of bills. Vote to be recorded reflecting abstention by Councilor Barber on amount owed Barber Oil Company.

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

5. WATER & WASTEWATER COMMITTEE

Kuhar & Houser

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: Wastewater Plant Operations**

A Request for Proposals (RFP) for ongoing operation of the wastewater treatment plant has been issued. Responses are due by March 3rd.

Recommended Action – No action required.

6. RECREATION COMMITTEE

Barber & Jacoby

* **Item 6A: Regional Inclusive Playground**

Cambria Elementary School has asked the Borough to contribute toward the development of a regional inclusive playground to be constructed at the school. The goal is to raise \$245,000. The request has been forwarded to the Ebensburg Recreation Board for a recommendation.

Recommended Action – No action required.

7. STREET COMMITTEE

Lutz, Miller & Houser

* **Item 7A: Sidewalk Project**

Keller Engineers submitted the revised Highway Occupancy Permit (HOP) application to PennDOT at the end of January. We continue to await action by PennDOT. The project cannot proceed to bidding without the HOP.

As mentioned last month, Authorizations to Enter were sent to 34 property owners along the project. The forms are required as the scope of work exceeds the existing rights-of-way. Ten property owners have yet to file the signed forms.

Recommended Action – No action required.

Item 7B: West Alton Street Parking

A complaint was discussed last month about vehicles parking along the 300 block of West Alton Street. The Street Committee agrees that parking should be restricted in that block. There are two possible restrictions that can be implemented.

The first option is to post a 2 a.m. – 6 a.m. restriction, the same as the other blocks on that street. The existing Ordinance allows that restriction by simply posting signs.



The second option is to prohibit parking at any time in that block. This option would be of benefit to those parked in the Holy Name parking lot that face and exit onto Alton Street. That turn is difficult to make when cars are parked on the street. Prohibiting parking at any time in that block would require an Ordinance amendment.

Recommended Action – Dependent on discussion. If Council chooses to prohibit parking at any time, then tentative approval of Ordinance #610 is necessary.

Item 7C: West Triumph Street Parking

A complaint was received about vehicles parking along the 100 block of West Triumph Street. The Street Committee is expected to recommend that alternate side parking be imposed on that block, the same restriction currently in place on the rest of that street. The existing Ordinance allows that restriction by simply posting signs.



Recommended Action – No action required.

Item 7D: Handicap Parking Space

Danielle Bogus of 309 West Ogle Street has requested that a handicap parking sign be installed at the front of her residence for a disabled relative. Our policy allows for the installation of such a sign, with conditions. First, parking must already be otherwise permitted at that location, and it is. Second, the person requesting the sign must agree to pay for the sign and the post, and she has. Third, the handicap spot is not reserved specifically for a single person, but rather is able to be used by any handicapped person. Fourth, the sign is to be removed when the need no longer exists.

Recommended Action – Authorize the installation of a handicap parking sign at 309 West Ogle Street.

8. ADMINISTRATION COMMITTEE

Lutz, Barber & Jacoby

* Item 8A: Full-time Police Position

The deadline for full-time police applications was on January 23rd. Twenty-two applications were received. Twenty-one applicants sat for the written examination on February 10th. Twenty of those received a passing grade and will attend examinations on Saturday, March 8th.

A final recommendation is expected for Council's March meeting.

Recommended Action – No action required.

Item 8B: Unpaid Medical Leave

Recommended Action – Approve unpaid medical leave for Officer Scott Stoltz effective January 19, 2014.

Item 8C: Civil Service Rules & Regulations Update

The Borough’s Civil Service Rules & Regulations were last adopted in March 2009. Since then the Borough Code was rewritten (Act 43 of 2012), and the Civil Service Law was updated. It is necessary to update our local Rules & Regulations in order to conform to those recent legislative changes. The changes are so extensive that staff recommends a total rewrite of the Rules & Regulations. The new format will more clearly separate the portions that deal with the Commission, the hiring process, promotions and discipline.

Recommended Action – Approve agreement with Bill Gamble, Personnel Management Consultant, for updating of the Civil Service Rules & Regulations, in the amount of \$1,100.

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.

- * Item 9B: Financial Statement
The financial statement for January 2014 is presented for approval.

Recommended Action – Approve the January 2014 financial statement.

- * Item 9C: Bills
A list of bills totaling \$335,145.15 is submitted for approval. The list of bills includes an account in the amount of \$1,795.24 payable to Barber Oil Company. An abstention will be recorded in the minutes on behalf of Councilor Barber on that particular bill.

Recommended Action – Approve payment of the bills as submitted.

Item 9D: Bucket Truck

It is necessary to replace the 1998 bucket truck. The truck is used for tree maintenance, traffic signal maintenance, street lights, decorating, etc. It does not get near the use of other vehicles, but it is important that we have one.

In the past, we purchased used bucket trucks. The maintenance cost of the used vehicles is high, and reliability is always in question. The existing truck chassis has poor suspension (critical for safe bucket operation) and the body is very deteriorated. The bucket hydraulics are worn, and would require a major overhaul.

Another used vehicle was considered, but not deemed cost-effective. For example, a bucket truck can be purchased for \$17,500 but it is 12 years old with over 120,000 miles on it. The used bucket trucks were owned by utility companies and were used hard.



A standard-size van with bucket attachment costs \$49,600. The vehicle is available on the State bid list. A new bucket truck would serve the borough for 20 years or more, and would have value even then to a sign company or other small user. The purchase was included in the 2014 capital budget.

Recommended Action – Approve the purchase of a bucket van from TriStar Motors in the amount of \$49,600 on the State bid list.

Item 9E: Stormwater Management

At a November workshop, Council discussed the recently completed stormwater management study, and the number and cost of stormwater projects that need to be undertaken. The consensus was to implement a stormwater management utility fee, as authorized by Act 67 of 2013.

Staff is preparing a summary report for Council containing 1) identification and prioritization of stormwater projects to be undertaken; 2) a rate calculation that is affordable yet sufficient to fund future projects; 3) new mapping at a level sufficient for project design; 4) listing of projects that could contribute to CSO elimination 5) recommendations for administrative oversight of stormwater management projects.

In December, Council approved acquiring new aerial photography necessary for item #3 above. To accomplish item #2 above, a process will have to be followed of determining and justifying an appropriate Equivalent Residential Unit (ERU) and fee. An ERU is the basis for any stormwater fee, in the same way that water and wastewater fees are based on EDUs.

L. R. Kimball has submitted a proposal for the GIS services required to determine the residential average impervious area that will be used as the ERU. The impervious area and the number of ERU's for all commercial and tax exempt property within the Borough will be determined. After determining the total number of ERU's within the Borough, various rates will be assigned per ERU to determine the amount of revenue per year that could be generated via the new Stormwater Utility. Working with the Borough, projects listed in the recent stormwater study will be prioritized, and the annual capital cost to complete the projects over a 15-30 year period determined. Based on the above information, we can compare the annual revenue generated by the various rates per ERU to the annual capital costs required to complete the stormwater projects. This comparison will give the Borough sufficient data to determine an ERU rate that would be affordable while generating sufficient revenue to permit the much needed construction of an improved stormwater system for the Borough.

Recommended Action – Approve the proposal of L. R. Kimball for the Stormwater Utility Fee Study at a cost of \$11,500.

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

Item 10C(1): Keystone Community Designation

Ebensburg Borough’s Main Street Program formerly held “Achiever” status. DCED has restructured the State’s Main Street Program, and the former designations are no longer applicable. Instead, the Main Street Partnership is seeking designation as a “Keystone Community”. The term indicates that Ebensburg Borough possesses a stable Main Street organization, and that there is support in the community for continuing the program. The designation will allow the Borough to continue to receive façade grants, and other Main Street and Elm Street funding.

Recommended Action – Adopt Resolution #2014-04 in support of an application to DCED for designation as a Keystone Community.

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

OTHER

1. Following the meeting, Council's group photograph will be taken.
2. Deadline for reservations for the County Boroughs Association Dinner Meeting on April 22nd is tonight.
3. Deadline for reservations for the Pa Municipal League's District Meeting on April 2nd in Ebensburg is tonight.

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.