



Ebensburg Borough Council Meeting
Monday, January 27, 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 December 16, 2013 regular monthly meeting of Borough Council and the January 6, 2014 reorganization meeting.
- Item 9B: Approve the Financial Statement and quarterly fund transfers.
- 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 February 14th.

Recommended Action – No action required.

Item 5C: Reservoir Inspections

DEP acknowledged receipt of the annual reservoir inspection conducted by Kimball, and also performed its own inspection of the reservoirs on September 17th. DEP's report is included in Council's packet. Only minor issues were found including animal burrows and some concrete spalling on the tower.

Recommended Action – No action required.

6. RECREATION COMMITTEE

Barber & Jacoby

7. STREET COMMITTEE

Lutz, Miller & Houser

* Item 7A: Sidewalk Project

Staff had hoped to be able to solicit bids for the sidewalk project on West High Street, South Center Street and Rowena Drive in January. PennDOT has not yet issued the required Highway Occupancy Permit. Keller Engineers is completing a design for the crosswalk signal at Manor Drive, and the revised HOP submission is expected to be back to PennDOT by the end of January.

There are 34 properties in the project at which the proposed work exceeds the existing right-of-way. In some cases the curb radius at an intersection extends beyond the R/W. In many, the area required for a proper driveway transition is outside of the R/W. There are three properties on Rowena Drive that will require fill outside of the R/W. And in some cases, a small portion of the sidewalk itself is out of the R/W. Staff will begin the process of obtaining Authorizations to Enter for those properties, a requirement of the HOP.

Recommended Action – No action required.

8. ADMINISTRATION COMMITTEE

Lutz, Barber & Jacoby

* Item 8A: Full-time Police Position

The deadline for full-time police applications was on January 23rd. Staff will provide an update on the number of applications received. The Civil Service Commission will have met earlier in the day on January 27th to begin the application review process and schedule examinations. A final recommendation is expected for Council's March meeting.

Recommended Action – No action required.

9. GENERAL BUSINESS

* Item 9A: Minutes of Previous Meeting(s)

The minutes of the previous meeting and the reorganization meeting are presented for Council review and approval.

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

* Item 9B: Financial Statement

The financial statement for December 2013 is presented for approval. A 12-month fund balance analysis is also included.

At the end of each quarter, fund transfers are made in order to process transfers made to and from reserve accounts, and to distribute the cost of routine and capital expenses among the proper accounts. Fund transfers made for the 4th quarter are attached.

Note that the Water Project Reserve is exhausted. The Water Fund has advanced \$212,700 toward the project, beyond the Water Project Reserve. The Water Fund has also advanced thus far \$53,900 toward the cost of the new water meters, all of which will be reimbursed by customers in the coming year.

The Water Construction Account has a balance of \$332,590, plus \$3,755 yet to be received. The only outstanding invoice for the project is \$150,071 to Hickee Associates. The remaining \$186,274 in the Construction Account will be transferred as reimbursement to the Water Fund. Once the water project is closed out, a final payment will be received from Pennvest, and all funds advanced from the Water Fund will have been reimbursed.

Recommended Action – Approve the December 2013 financial statement and quarterly fund transfers.

* Item 9C: Bills

A list of bills totaling \$317,207.49 is submitted for approval. The list of bills includes an account in the amount of \$1,706.19 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: Building Permit Fee Resolution

Laurel Municipal Inspection Agency has proposed a revised fee schedule for building permits across Cambria County. It is necessary for each participating municipality to adopt the schedule. The revised schedule includes a separate fee for signs instead of being included in commercial fees. All fees were rounded up slightly eliminating cents; i.e. \$72.50 became \$75.00. A new fee of \$25.00 was added for requests for a duplicate Certificate of Occupancy. Cabin permits were increased from \$10.00 to \$25.00.

Recommended Action – Adopt Resolution #2014-01 approving the building permit fee schedule proposed by Laurel Municipal Inspection Agency.

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 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

1) Nulton Variance

The Zoning Hearing Board upheld the opinion of the zoning officer that the bollards installed along North Beech Street at the Nulton property constituted a fence, but granted a variance from the setback requirement for the bollards.

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.