



Ebensburg Borough Council Meeting
Monday, April 23, 2018
6:30 p.m.

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Borough Council
Doug Tusing, President
Susan Barber, Vice-President
John Cobaugh
Cecilia Houser
Theresa Jacoby
Dave Kuhar
Scot May
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 March 26, 2018 regular monthly meeting of Borough Council.

Item 9B: Approve the Financial Statement and quarterly transfers.

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

5. WATER, WASTEWATER & STORMWATER COMMITTEE **Houser, Kuhar & May**

Item 5A: Report from Inframark 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
The PENNVEST loan closing was completed on April 19th. A pre-construction meeting for all parties is scheduled for April 26th. A meeting with all affected utilities will be held April 30th. The contractor, Sippel Development, is scheduled to begin work on May 7th.

Recommended Action – No action required.

6. RECREATION COMMITTEE **Barber, Jacoby & May**

7. STREET COMMITTEE **Cobaugh & Houser**

Item 7A: Cherry Street Stop Sign
The section of South Cherry Street south of Prave Street was ordained by Ordinance #621 in 2015. The Traffic Ordinance was never amended to add a stop sign northbound at that intersection. Ordinance #642 was granted tentative approval in March, has been advertised, and is ready for final adoption.

Recommended Action – Grant final approval to Ordinance #642, adding a stop intersection on South Cherry Street at Prave Street.

Item 7B: Sidewalk Ordinance
The Street Committee was asked to review the list of street segments in the Ordinance where sidewalks are and are not required. The area of the proposed project was toured, and an amendment is recommended to the sidewalk ordinance.

The current requirement for sidewalks on both sides of East Horner, East Crawford and East Sample Street is amended. To the east of Caroline Street, sidewalks need only be provided on the north side of East Horner Street, the south side of East Crawford Street, and the south side of East Sample Street.

The need for sidewalks on the west side of North Caroline Street between Sample Street and Highland Avenue is eliminated. The need for any sidewalks at all north of Highland Avenue is eliminated.

Required sidewalks are added on South Caroline Street between High Street and Ogle Street (East End Playground) on the east side only.

Recommended Action – Grant tentative approval to Ordinance #643, amending where sidewalks are required on certain segments of streets.

Item 7C: Sidewalk Project

It was consensus of Council to issue a Request for Proposals for design of a sidewalk project, pending a final determination of which street segments were to be included. With amendments proposed in Ordinance #643, the project will involve 7,314 SY of sidewalk and 24,734 LF of curb.

Recommended Action – Approve issuing an RFP for sidewalk design, reflecting any changes proposed in Ordinance #643.

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

Item 8A: Summer Applications

Applications for summer positions were due on March 27th and staff has reviewed those.

There were eight applications received for the various maintenance positions. Only one of the applicants worked for us earlier. Only three of the applicants are borough residents, and one of those lacked a driver license. All seven remaining applicants were hired, and assigned to various departments including maintenance, recreation, landscaping and administration.

The Admin positions used to be within Public Works, but the department’s schedule is too busy this year with the sewer project to oversee summer workers. These two employees will report direct to the Manager, and handle tasks such as street signs, traffic markings, hydrant painting, LED streetlight conversion, vehicle/bay cleaning.

The following were hired for the various maintenance-related positions:

Summer Maintenance

Dontae O’Neal	Manor Drive	2 nd yr.
Thomas Swope	Emerald Drive	1 st yr.
Evan Becquet	New Germany Road	1 st yr.

Summer Public Works

None

Recreation

Hunter Kish	Park Street	1 st yr.
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Landscaping

Nicholas Burkhardt	North West Street	1 st yr.
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Administration

Laura Rocus	Gallitzin	1 st yr.
Harrison Brumbaugh	Mundys Corner	1 st yr.

There were seven applications received for the office assistant position. Community Development reviewed those applications and interviewed applicants.

Office Assistant

Cassidy Zemrose	2120 Brick Road	1 st yr.
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There were two applications received for swimming pool manager; Jordan Johnson and Vincent Drapela. Neither is 21 years old, but 20 and 18, respectively. Jordan has five years of experience at the pool, and Vincent has two. Jordan was selected as Pool Manager, and Vincent was selected as head lifeguard.

All applicants for lifeguard were hired.

Swimming Pool Manager

Jordan Johnson	East Highland Avenue	6 th yr.
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Head Lifeguard

Vincent Drapela	Winterset Road	3 rd yr.
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Lifeguards

Madyson Simmers	Vetera Road	5 th yr.
Zander Johnson	East Highland Avenue	4 th yr.
Megan Orange	Tibbott Street	3 rd yr.
Cassidy Gelormino	South Phaney Street	3 rd yr.
Samuel Swope	Emerald Drive	2 nd yr.
Allyson Simmers	Vetera Road	2 nd yr.
Christina Hildebrand	Revloc	2 nd yr.
Serena Koss	Truman Street	2 nd yr.
Liz Bopp	Winterset Road	2 nd yr.
Nolan Johnson	East Highland Avenue	1 st yr.
Ian Swope	Portage	1 st yr.
Jaylee Sikora	Lou's Road	1 st yr.
Trevor Tarwater	Mountain Estates Rd	1 st yr.
Carson Long	123 North West Street	1 st yr.
Caleb Sand	Benshoff Hill Road	1 st yr.
Pending certification:		
Sydney Cannonie	Lilly	1 st yr.
Patricia Sheredy	Hastings	1 st yr.

There were nine applications received for three concession positions. The selection was made in accordance with the summer hiring policy. Five applicants were borough residents. The two oldest borough applicants (both 18) were selected, leaving just one open position. The remaining three borough applicants were 15 years of age, and one name was randomly drawn.

Concessions

Leah Bracken	North Spruce Street	1 st yr.
Meghan Sapp	West Crawford Street	1 st yr.
Caelyn Kim	North West Street	1 st yr.

Recommended Action #1 – Make it a matter of record that the persons listed above have been hired to the respective positions in summer maintenance, recreation, administration, office assistant, landscaping, lifeguards and concessions at the rate of \$8.50/hr.

Recommended Action #2 – Make it a matter of record that the persons listed above have been hired as Pool Manager and Head Lifeguard at the rate of \$12.50/hr. and \$9.50/hr., respectively.

Recommended Action #3 – Make it a matter of record that Ronald Springer has been hired as landscaper at the rate of \$9.50/hr.

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 March 2018 is presented for approval.

At the end of each quarter, transactions are made in order to process fund transfers to and from reserve accounts, and to distribute the cost of routine and capital expenses among the proper accounts. Fund transfers made for the 1st quarter are attached.

Recommended Action – Approve the March 2018 financial statement and quarterly fund transfers.

- * Item 9C: Bills
A list of bills totaling \$213,946.79 is submitted for approval.

Recommended Action – Approve payment of the bills as submitted.

Item 9D: Engineering Request for Proposals (RFP)

A Request for Proposals for airport engineering services should be undertaken every five years. The Borough last did so in 2013. Staff recommends that a new RFP for consulting engineering services for the Borough be issued, and that design and engineering for the airport be included in it.

Recommended Action – Advertise a Request for Proposals for engineering services for the Borough, to be done at same time as above sidewalk RFP.

Item 9E: Berleue Property

Council previously considered the purchase of property at 209 East Ogle Street, and authorized the submission of a bid at a recent judicial sale. The dilapidated house is a safety concern. The property was purchased by a private bidder at the sale, and that sale has since been set aside by the Court. The borough has been invited to again submit the minimum bid of \$1,846 to purchase the property.

Recommended Action – Approve the purchase of property situated at 209 East Ogle Street, and submit an application to Cambria County for Act 152 funding for demolition.



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 Dirk Johnson 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) Randy Seymour

The Zoning Hearing Board granted a variance and special exception at 416 South Center Street. Mr. Seymour intends to convert an existing light industrial use to professional offices and retail space. The subject property is zoned Multi-Household Residential, requiring a special exception for professional offices and a variance for retail.

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.