



Ebensburg Borough Council Meeting
Monday, September 23, 2019
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 8A: Make it a matter of record that Samantha Fulcherio was hired as tennis assistant effective 8/26/2019.

Item 9A: Approve the minutes of the August 26, 2019 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

3. MAYOR'S REPORT

Item 3A: Report on Police Department

4. COUNCIL PRESIDENT COMMENTS

Item 5A: Report from Inframark on Wastewater Plant Operations

Plant Supervisor Mike Montgomery 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

All work on sewer mains and laterals is completed. Testing has been completed on all but one manhole. Walk-through inspection began on September 18th and a punch list of remaining items will be prepared.

Work continues on street and yard restoration. Sippel has elected to perform on their own all remaining base work on streets. Confusion existed on whether Quaker Sales would continue to perform top coat paving. While Quaker Sales has been ready to complete the work over the past few weeks, Sippel has delayed that work.



Block of Poplar Street remains completely destroyed lacking even a base.

On September 19th at a joint meeting with Sippel and Quaker Sales, it was agreed that Quaker Sales would begin all top coating September 25th and would continue until finished. They expect the sewer-related street repairs to take 7-10 days to complete.

Recommended Action – Dependent on discussion.

- * Item 5C: Laurelbrook Road Water Project
This project has been completed with the exception of street repairs.

Recommended Action – No action required.

- Item 5D: Water Plant Upgrades
DEP has approved a 60-day extension for completion of the required upgrades to comply with new regulations regarding the monitoring of alarms and shutdown capabilities for water treatment facilities. The total cost of the upgrades will be \$30,000 to \$50,000. A portion of the work has already been ordered from Custom Controls for the SCADA upgrade.

Recommended Action – No action required.

Item 5E: Delinquencies

Between water, sewer, garbage and stormwater fees, the borough bills customers a total of \$3,960,000 annually. The total amount delinquent beyond 120 days is only \$6,564. That's a remarkable collection rate that speaks well of our customers, and also Rose Myers and her diligence in strictly applying the rules and regulations established by the Municipal Authority.

There are several customer accounts that have been inactive for over a decade that have a balance of \$8,006. Those pre-date the adopted policy that holds the owner of rental properties ultimately responsible for unpaid tenant bills. In other words, these inactive accounts are tenants that left over ten years ago with a balance on their bill. Those accounts will never be paid. Staff is seeking a way in the billing software to write those off to bad debt.

Recommended Action- No action required

6. RECREATION COMMITTEE

Barber, Jacoby & May

7. STREET COMMITTEE

Cobaugh & Houser

Item 7A: Street Resurfacing

Street milling and resurfacing in areas south of High Street has been delayed by utility projects. First, Sippel still has some small sections that still require base repair. Second, gas-related work along West Lloyd Street is not yet completed. Peoples Gas has added crews to that project and will be completed this week.

A second crew from Quaker Sales is scheduled to begin street milling south of High Street on October 2nd. Quaker Sales remains confident in their ability to complete all milling and paving prior to October 31st.

Recommended Action – No action required.

Item 7B: Triumph Street Sidewalk

PennDOT has approved updated plans for the two handicap ramps on Triumph Street at South Center Street. A site meeting was held with Kishmo, the contractor, and excavation of those ramps occurred on September 19th. The new ramps have been formed in accordance with the approved design, however, we remain concerned that the grades are so pronounced at that intersection that compliance is impossible, and that the resulting ramp would prove dangerous. We have asked PennDOT to inspect the area as formed prior to pouring concrete.

Recommended Action – No action required.

8. ADMINISTRATION COMMITTEE

Barber, Jacoby & Kuhar

* Item 8A: Tennis Center Hire

Jamie Taylor has completed an extended search for a new tennis assistant. Samantha Fulcherio of Altoona was selected. Sam, a graduate of St. Francis University, played high school and college tennis. While in high school, she was ranked in the Top 120 under 16 and 18 USTA Girls.

Recommended Action – Make it a matter of record that Samantha Fulcherio has been hired as Tennis Assistant effective 8/26/2019.

- * Item 8B: FOP Labor Agreement
The administrative committee will meet on September 24th with the police officers to negotiate a renewal of the FOP labor agreement, which expires at the end of 2019.

Recommended Action – No action required.

Item 8C: 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. The state aid unit value for 2020 has not yet been announced, but is not necessary in order to adopt the actuarially determined MMO. The state aid listed below is approximated. 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.

Non-Uniformed Plan

	2016	2017	2018	2019	2020
Financial Requirement	\$87,574	\$86,392	\$140,562	\$149,648	\$155,989
Employee Contributions	-\$16,816	-\$10,999	-\$17,057	-\$19,140	-\$20,593
MMO	\$70,758	\$75,393	\$123,505	\$130,508	\$135,396
State Aid	-\$50,348	-\$56,870	-\$59,647	-\$65,581	-\$68,000
Borough Share	\$20,410	\$18,523	\$63,858	\$64,927	\$67,396

Uniformed Plan

	2016	2017	2018	2019	2020
Financial Requirement	\$35,575	\$39,902	\$46,831	\$54,656	\$48,826
Employee Contributions	-\$10,453	-\$7,035	-\$6,992	-\$8,160	-\$7,290
Funding Adjustment	-\$11,555	-\$11,555	-\$4,140	-\$4,140	-\$4,140
MMO	\$13,567	\$21,312	\$35,699	\$42,356	\$37,396
State Aid	-\$9,386	-\$16,622	-\$35,699	-\$42,356	-\$37,396
Borough Share	\$4,181	\$4,690	\$0	\$0	\$0

NET COST FOR BOTH PLANS \$24,591 \$23,213 \$63,858 \$64,927 \$67,396

- Action #1 - Adopt the minimum municipal obligation (MMO) calculation for the non-uniformed pension plan in the amount of \$135,396.
- Action #2 - Adopt the minimum municipal obligation (MMO) calculation for the uniformed pension plan in the amount of \$37,396.
- Action #3 - Adopt Resolution #2019-04 establishing an employee contribution rate of 3% (unchanged) for the non-uniformed pension plan for 2020.
- Action #4 - Adopt Resolution #2019-05 establishing an employee contribution rate of 3% (unchanged) for the uniformed pension plan for 2020.
- Action #5 - Adopt Resolution #2019-06 authorizing distribution of the State aid check to the respective employee pension plans.

Item 8D: Review of 2020 Annual Budget Preparation

The Manager is preparing preliminary budget numbers. The administrative committee will meet on Monday, October 7th to compile a tentative budget for Council’s review at the October meeting. Final adoption is expected at the November Council meeting.

Recommended Action – No action required.

9. GENERAL BUSINESS

- * Item 9A: Minutes of Previous Meeting(s)
The minutes of the August 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 August 2019 is presented for approval.

Recommended Action – Approve the August 2019 financial statement.

- * Item 9C: Bills
A list of bills totaling \$440,854.63 is submitted for approval.

Recommended Action – Approve payment of the bills as submitted.

Item 9D: 2019 Audit

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

Action – Adopt Resolution #2019-07 appointing Wessel & Company as auditor for 2019.

Item 9E: Pension Audit

The Auditor General routinely performs audits of all municipal pension plans every three to four years. A copy of the audits for the two pension plans (January 2016 – December 2018) was recently provided to Council. There are no findings in the police pension plan, however, there are two findings in the non-uniformed plan that require adjustment.

The AG 385 payroll certification form submitted in 2017 omitted a new employee. That resulted in an underpayment of state aid to the borough in the amount of \$3,059. That has been corrected, and the state will forward that amount to the borough.

That omission contributed to an understated payroll, and that resulted in an underpayment on the 2018 MMO. The borough is required to pay to the pension plan the balance of what should have been due under the 2018 MMO, plus interest.

Action – Approve a transfer to the non-uniformed pension plan in the amount of \$7,046 plus interest to correct the 2018 underpayment detailed in the Auditor General’s September 2019 Audit Report.

Item 9F: Main Street Partnership

Scott Cunningham has resigned from the Main Street Partnership.

Action – Appoint Justin Yahner to complete an unexpired term of the Main Street Partnership; term expires 12/2020.

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

1) Dollar General

The Planning Commission reviewed the initial subdivision and land development application for the proposed Dollar General store. Many issues remain unresolved, and a revised plan will be submitted for the Commission’s consideration.

* Item 10H: Ebensburg Zoning Board

1) Murin, 418 South Cherry Street

The Board approved a setback variance for a proposed garage.

2) Myers, 724 North Spruce Street

The Board approved a special exception for a daycare to be operated at the residence.

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.