

The regular monthly meeting of the Ebensburg Borough Council was called to order on Monday, May 24, 2021 at 6:30 p.m. in the Community Room of the Ebensburg Municipal Building by President, Doug Tusing.

Present: Doug Tusing, President
Dave Kuhar, Vice President
Theresa Jacoby
Scot May
Cecilia Houser
Jeff Ball
Will Westrick, Junior Councilor
Absent: Mike Owatt
Randy Datsko, Mayor
Others: Kelly Cook, Borough Manager
Matt Gribbler, Solicitor
Danea Koss, Community Development Director
Dirk Johnson, Recreation Director
Jeff Evans, Public Works Director
Kristen Baudoux, The Mountaineer Herald

Audience: 1

A. The Pledge of Allegiance was recited. Mr. Tusing announced that he would be serving as the acting Mayor in Mayor Datsko's absence. As such the meeting was chaired by Vice President Dave Kuhar.

B. **Public Comments** – None.

C. **Consent Agenda**

Ms. Jacoby made a motion to approve the consent agenda containing the following items. (Houser) Motion passed unanimously.

1. Approve the minutes of the April 26, 2021 regular monthly meeting of Borough Council.
2. Approve the financial statement.
3. Approve payment of bills.

D. **Appointment to Address Council** – None.

E. **Mayor's Report** – Mr. Tusing reported that Council had received a letter of resignation from Mr. Mike Bradley of the Borough's Planning Commission. Mr. Tusing thanked Mr. Bradley for his valued and useful contributions to the Commission over the last 10 years.

F. **Council President** – None.

G. **Water/Wastewater Committee**

1. **Report from Inframark on Wastewater Plant Operations**

Mr. Ball reported that Inframark provided written reports for the wastewater plant and they were provided in Council's packets.

2. Report from Inframark on Water Treatment Plant Operations

Mr. Ball reported that Inframark provided written reports for the water plant and they were provided in Council's packet.

H. Recreation Committee

- 1. Dog Park Easement** – Mr. May reported that an easement is required between T 5 Properties (Ebensburg Animal Hospital) and the Borough of Ebensburg for the dog park. This easement will allow for the small portion of the land to be used solely by the dogs and their owners and guests. A fence is to be erected along the boundary of the park and easement. This easement is revocable by T 5 Properties upon giving the Borough a two-year written notice. If, for some reason, the easement were to be revoked, some fencing would have to be relocated, and a small corner of the park would be lost.

Mr. May made a motion to approve the easement between T 5 Properties, LLC and the Borough of Ebensburg for the amount of \$1.00 to establish a dog park. (Jacoby) Motion passed unanimously.

- 2. Dog Park Letter of Commitment**

Ms. Houser reported that a letter of commitment is needed for DCNR stating that Council fully supports the grant application for the proposed dog park and commits the value of the land and water line installation at the facility as the 15% local match that is required.

Ms. Houser made a motion to approve the letter of commitment to DCNR. (Jacoby) Motion passed unanimously.

- 3. Recreation Board Appointment**

Ms. Jacoby reported that the Recreation Board has requested that Rory Coleman be appointed to complete the unexpired term of Chuck Marcinko.

Ms. Jacoby made a motion to appoint Rory Coleman to the Ebensburg Recreation Board until 12/2023. (Houser) Motion passed unanimously.

- 4. Resolutions 2021-01**

Mr. May reported that a Resolution is needed authorizing Kelly Cook, as the Borough Manager, to execute documents and agreements for the Greenways, Trails and Recreation Program Grant.

Mr. May made a motion to approve Resolution 2021-01. (Houser) Motion passed unanimously.

I. Street Committee

1. 2021 Sidewalk Project

Ms. Houser shared that Ameron Construction began the sidewalk project on March 5, 2021 and that curbing and sidewalk on West Horner Street are nearing completion. Additionally, excavation has begun on West Crawford and the overall project is on schedule for completion by July 31, 2021. Coordination with the gas company project continues.

2. 2021 Paving Project

Ms. Houser reported that assuming the sidewalk project is completed on or before the July 31st deadline, we will be able to issue a Notice to Proceed with milling and resurfacing of streets. Council has been provided with a list of streets to be resurfaced and a cost estimate (\$546,514). Staff is preparing the bid documents for that project and the project will be advertised for bid on May 27th and June 3rd. Bids will be opened on June 22, 2021 with a scheduled award date at the June 28th Council Meeting.

3. Center and High Street Signal

Ms. Houser reported that the Borough received a request for audible signals at the crosswalk of Center and High for a visually impaired resident. In previous years, the Borough did have these but when the lights were updated a few years ago they were removed. Staff spoke to representatives of PennDOT to determine what is required and obtained a price from Tel-Power to do the work. The quote is for \$7,787.50 for the purchase and installation. Staff believes that the re-installation of the audible signals will improve safety for all pedestrians, and therefore recommends that we proceed with the project.

Ms. Houser made a motion to approve the purchase and installation of the Audible Signal at Center and High for a total of \$7,787.50. (May) Motion passed unanimously.

4. 2021 Application for Liquid Fuels Funds

Ms. Houser shared that the Borough needs to make its annual application to Cambria County for an allocation of the County Liquid Fuels Tax Fund. The money received will be put towards our paving projects.

Ms. Houser made a motion to approve the request to Cambria County for an allocation of County Liquid Fuels Tax Fund. (May) Motion passed unanimously.

J. Administration Committee

1. Pension Plan Chief Administrative Officer

Ms. Jacoby reported that the Pension plan requires the appointment of a Chief Administrative Officer, which as defined in the plan, is the person designated by Council who has the primary responsibility for the execution of the administrative affairs for the plan.

Ms. Jacoby made a motion to appoint the Borough Manager as the Chief Administrative Officer of all Borough Pension Plans. (Houser) Motion passed unanimously.

2. Pension Plan Financial Administration

Ms. Houser reported that the Borough adopted a Defined Contribution Plan for all new hires effective 1-1-2021. Staff has discussed the set-up of said plan with the auditors of our current plans and they referred us to the financial advisors of said plans. Borough staff received a proposal from Empower Retirement for the administration of the Borough of Ebensburg 457 (b) Plan and the startup of the new 401(a) Plan.

The Plan would cost the Borough \$3,800 per year to be billed quarterly. There is also an asset-based fee that is 1.4% annually on all assets to be deducted from Participant Accounts Quarterly. The fees are slightly higher than Ameriserv (1.0%), but this plan allows for participants to choose their investments. Furthermore, Randy Seymour would provide some guidance should the employees want it and all information to their assets can be viewed by the participants electronically.

Ms. Houser made a motion to approve the agreement with Empower Retirement. (May) Motion passed unanimously.

3. Part-time Employees

Ms. Jacoby reported that Skylar Bloom, Olivia Griffith and Ben Young have been hired as office assistants to work at the YPPC front desk. They will replace other employees who will be leaving. Also, Jewel Sikora has been hired as an additional lifeguard.

It is a matter of record that the persons listed above have been hired to the respective positions as office assistants and lifeguard at the rate of \$8.50/hr.

K. Diversity Committee – Mr. May reported that the committee has a meeting scheduled for Tuesday, May 25th and will be discussing ideas on what the committee plans to do moving forward.

L. General Business

1. Airport

Mr. Kuhar reported that bids are correctly being sought for the Rehabilitate Taxiways (A, B, C, D) and Apron project at the Ebensburg Airport. The project will involve pavement crack repair followed by a pavement overlay and the placement of shoulder backup material. A Pre-Bid Meeting is scheduled for Wednesday May 26, 2021 at 10 a.m. at the Airport. The bids are due and will be opened on Tuesday June 15, 2021 at 10 a.m. at the Ebensburg Borough Building. The design grant for this project was previously issued and is being paid at a 100% funding level with FAA funds through the CARES Act, i.e. no local match required. Based on discussions between L.R. Kimball and Mike Kolesar,

PennDOT BOA, it is anticipated the construction funding will also be 100% FAA funds through the CARES Act, i.e. no local match required. Once bids are received, L.R. Kimball will review the bids and prepare a bid summary and a bid tabulation. After reviewing the bid results, L.R. Kimball will provide a Bid Recommendation Letter to the Borough to be considered at the June 27, 2021 meeting, as well as a grant request letter for the Borough's review and submission to the PennDOT Bureau of Aviation.

M. Department Report

1. **Police Department** – Chief Wyland reported that the department had received an aggressive driving grant and they would be more closely monitoring the crosswalks, jaywalking and stop sign enforcement. He added that the department had taken part in a Drug Take Back Day in April
 2. **Public Works Department** – No report.
 3. **Community Development Department** – Ms. Koss reported that two new businesses are opening, Keystone Woodworx and Ax'd Up Axe Throwing Lounge. She added that plans are in place for the Memorial Day Parade & Ceremony and planning is still underway for the rest of the summer events. Additionally, an Ebensburg Night at the Curve is being planned. Lastly, she included that a Fishing Meet Up Program was scheduled at Lake Rowena by the Fish and Boat Commission on June 21st and that the Ebensburg Magazine had recently been released.
 4. **Recreation Department** – Mr. Johnson reported that the YPCC Golf Outing will take place on June 11th and that a 3 on 3 outdoor basketball tournament is being planned. He also asked for Council's input on how best to structure rates for the pool passes this year. Lastly, he shared that the opening day at the pool is scheduled for Saturday, May 29th.
- N. **Media Comments/Questions** – Ms. Kristen Baudoux, Mainline Newspapers, asked if the Pool would be open to anyone. She also asked for clarification on the name of the grant that was being applied for, for the dog park project.
- O. **Public Comments** – Mr. Link asked if street sweeping was still being done throughout the Borough.
- P. **Executive Session** – There was no Executive Session.
- Q. **Adjournment** – There being no further business, Ms. Jacoby made a motion to adjourn. Motion passed unanimously.

Meeting Adjourned 6:58 PM

Minutes Recorded by: Danae Koss, Community Development Director