



Ebensburg Borough Council Meeting
Monday, September 25, 2017
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
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 August 28, 2017 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 & STORMWATER COMMITTEE

Houser & Kuhar

Item 5A: Report from Severn Trent Services 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 Update

We are awaiting word from PENNVEST as to whether the project can be funded in this round. The PENNVEST board meeting is scheduled for October 18th.

Staff has conducted two public meetings with the approximately 50 properties that are expected to encounter special problems during the project. Some of those currently have a sewer main under their house, and will have to reroute sewage lines from the house when the project is completed. Others will need to change the direction of their flow, perhaps from the front of the house to the rear. Staff wanted to give advance warning to these property owners of the higher than normal cost involved, and warn that there could only be a strict 90-day period to complete the changes, as those old sewer mains would either be abandoned or converted to stormwater.

Recommended Action – No action required.

* **Item 5C: SCADA System**

The new SCADA systems at each treatment plant are fully functional. There are some programming issues relative to generation of reports to finalize, but the project satisfies substantial completion.

Recommended Action – No action required.

6. RECREATION COMMITTEE

Barber & Jacoby

Item 6A: Central Cambria Swimming Pool

The Recreation Board has agreed to operate the Central Cambria High School swimming pool. The YMCA will no longer conduct the swimming program at the school.

The swimming program begins in October, generally from 6-9 in the evenings, and on Saturday mornings. Swim lessons are provided, and the pool is available for public use.

The school will continue to provide all maintenance for the facility, including chemicals and testing. The Borough will charge for lessons, daily passes and season passes, and will employ and schedule lifeguards.

Recommended Action – Approve an agreement between the Borough and Central Cambria School District for operation of the school's swimming program.

7. STREET COMMITTEE

Cobaugh, Miller & Houser

Item 7A: Tanner Street Bridge

The inspection of the Tanner Street bridge is complete. The overall condition of the bridge is not as bad as it appears, and not bad enough for the bridge to receive a favorable ranking for replacement.

The metal pipe, the steel girders and the steel surface plate, though rusted, are structurally sound. The only areas that are failing are the arched areas above each side of the steel pipe and below the steel girders. Those areas were filled with rocks, and they are loose and falling out. As a result, the blacktop surface is collapsing.



Working with the borough engineer as necessary, borough crews should be able to fashion a means of forming concrete walls to fill those areas.

Recommended Action – No action required.

8. ADMINISTRATION COMMITTEE

Barber, Jacoby & Kuhar

Item 8A: 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. 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.

The overall financial requirement of both plans has stabilized since the drastic increases of 2010 and 2011, primarily due to improved investment results and the expiration of eight amortization bases in 2015. The borough's share of the employee pension costs has decreased from over \$90,000 in 2014 and 2015 to only \$20,000 today. The police plan is 110% funded, and the non-uniformed plan is 90% funded.

The employee contribution rates have also declined; now 2% for the non-uniformed employees and 3% for police.

State aid is capped at actual plan costs. In the case of the non-uniformed plan, we receive the full amount available of state aid, and still have to fund the remaining \$17,000 balance. The police plan has not received the full amount of state aid in 2016 and 2017, as the plan is overfunded. Council has decreased the employee contribution each year, but the state aid allocation does not catch up until the following year. In 2018, because the employee contribution rate is now low enough, and because the funding adjustment is lower (10% of excess funds), nearly the full amount of state aid available will be received.

The biennial actuarial valuation report is only due to be received later this year. The law requires the MMO to be approved by Council no later than September 29th. It can be amended up until the 2018 budget is adopted. Once the valuation report is received, Council will be asked to revisit the MMO and make any necessary adjustments. Those adjustments may include changes to the employee contribution rates.

The chart below compares the pension costs for 2018 to the previous four years.

Non-Uniformed Plan

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Financial Requirement	\$ 95,539	\$100,379	\$ 87,574	\$ 86,392	\$88,476
Employee Contributions	- \$ 18,065	- \$ 17,196	- \$ 16,816	- \$ 10,999	- \$11,371
MMO	\$ 77,477	\$ 83,183	\$ 70,758	\$ 73,393	\$77,105
State Aid	- \$ 50,496	- \$ 50,348	- \$ 50,348	- \$ 56,870	- \$59,647
Borough Share	\$ 26,981	\$ 32,835	\$ 20,410	\$ 18,523	\$17,458

Uniformed Plan

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Financial Requirement	\$ 99,568	\$ 97,391	\$ 35,575	\$ 39,902	\$46,831
Funding Adjustment	\$ 0	\$ 0	-\$ 11,555	-\$ 11,555	- \$ 4,140
Employee Contributions	- \$ 11,421	- \$ 11,477	- \$ 10,453	- \$ 7,035	- \$ 6,992
MMO	\$ 88,147	\$ 85,914	\$ 13,567	\$ 21,312	\$35,699
State Aid	- \$ 23,306	- \$ 23,237	- \$ 9,386	- \$ 16,622	- \$35,699
Borough Share	\$ 64,841	\$ 62,677	\$ 4,182	\$ 4,690	\$ 0
Net Cost to Borough	\$ 91,822	\$95,512	\$ 24,592	\$ 23,213	\$17,458

- Action #1 - Adopt the minimum municipal obligation (MMO) calculation for the non-uniformed pension plan in the amount of \$77,105.
- Action #2 - Adopt the minimum municipal obligation (MMO) calculation for the uniformed pension plan in the amount of \$35,699.
- Action #3 - Adopt Resolution #2017-01 establishing an employee contribution rate of 2% for the non-uniformed pension plan for 2018.
- Action #4 - Adopt Resolution #2017-02 establishing an employee contribution rate of 3% for the uniformed pension plan for 2018.
- Action #5 - Adopt Resolution #2017-03 authorizing distribution of the State aid check to the respective employee pension plans.

Item 8B: Review of 2018 Annual Budget Preparation

The Manager is preparing preliminary budget numbers. The administrative committee will meet on Monday, October 2nd 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.

Item 8C: 2017 Audit

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

Action – Adopt Resolution #2017-04 appointing Wessel & Company as auditor for 2017.

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 August 2017 is presented for approval.

Recommended Action – Approve the August 2017 financial statement.

* Item 9C: Bills
 A list of bills totaling \$407,644.18 is submitted for approval. The list of bills includes an account in the amount of \$1,195.75 payable to Barber Oil Company. An abstention will be recorded in the minutes on behalf of Councilor Barber on this particular bill.

Recommended Action – Approve payment of the bills as submitted.

Item 9D: Timber Sale

In March, Council approved advertising a timber sale at the rear of the airport. This is the first timber sale since 2008. Bids were opened on September 5th and are as follows:

Matson Lumber Company	Brookville, PA	\$150,065.00
C&C Smith Lumber Company	Summerhill, PA	\$146,500.75
Allegheny Wood Products	Marble, PA	\$145,085.00
Andy’s Sawmill	Punxsutawney, PA	\$131,066.00
Coblentz Lumber Company	Rossiter, PA	\$125,422.00
Lee Brothers Lumber Company	Grampian, PA	\$114,000.00

The borough’s forester, Darrell Wilson, conducted the bidding process and recommends that the bid be awarded.

Recommended Action – Award a bid to Matson Lumber Company in the amount of \$150,065 for the sale of timber.

Item 9E: Garbage Collection & Recycling Bids

Our 3-year garbage collection and recycling contract with Lee’s Disposal expires at the end of 2017. Bids for a new 3-year contract were opened on September 5th and are as follows:

	<u>2018</u>	<u>2019</u>	<u>2020</u>
Pro Disposal, Inc.	\$127,910.88	\$132,546.24	\$138,684.96
Waste Management of Pa	\$132,295.68	\$134,300.16	\$136,304.64
Hugill Sanitation	\$143,133.00	\$153,155.00	\$162,550.00
Burgmeier Hauling	\$163,866.24	\$168,752.16	\$173,763.36

The bid cost of other related services are:

<u>Pro Disposal</u>			
Spring clean-up	\$ 5,000.00	\$ 5,000.00	\$ 7,500.00
Rear pick-up	\$4.00/mo.	\$4.00/mo.	\$4.00/mo.
Additional bag	\$2.00/bag	\$2.00/bag	\$2.00/bag
Weekly Recycling	\$.50/mo.	\$.50/mo.	\$.50/mo.
<u>Waste Management</u>			
Spring clean-up	\$ 8,017.92	\$ 8,143.20	\$ 8,268.48
Rear pick-up	\$4/mo.	\$4/mo.	\$4/mo.
Additional bag	\$2.00/bag	\$2.00/bag	\$2.00/bag
Weekly Recycling	\$1.71/mo.	\$1.71/mo.	\$1.71/mo.
<u>Hugill Sanitation</u>			
Spring clean-up	\$8,000.00	\$8,000.00	\$8,000.00
Rear pick-up	\$1.00/mo.	\$1.00/mo.	\$1.00/mo.
Additional bag	\$2.00/bag	\$2.00/bag	\$2.00/bag
Weekly Recycling	\$.18/mo.	\$.18/mo.	\$.18/mo.
<u>Burgmeier Hauling</u>			
Spring clean-up	\$ 3,400.00	\$ 3,500.00	\$ 3,600.00
Rear pick-up	\$3.00/mo.	\$3.00/mo.	\$3.00/mo.
Additional bag	\$1.00/bag	\$1.00/bag	\$1.00/bag
Weekly Recycling	\$0	\$0	\$0

The borough's current customer charge is \$18.95/mo. The charge should be adjusted down to \$18.00/mo. if maintaining the same service. An alternate bid was sought for weekly collection of recyclables. Weekly collection was a popular suggestion in previous surveys. That cost is \$0.50/mo. Staff recommends that weekly recycling be added to the contract, and that the new monthly charge be \$18.50.

Recommended Action – Award a contract to Pro Disposal for weekly garbage collection and recycling service for the 3-year period beginning January 1, 2018.

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) Central Commons

The Planning Commission has granted approval to the land development plan and lot merger plan for Central Commons, the site of the former middle school. Approval is contingent upon receipt of a sewage planning module from DEP, a highway occupancy permit from PennDOT, and an Erosion & Sediment Control Plan from County Conservation.

The Planning Commission has also granted approval to the lot merger plan. It merges parcels 24-006.204 and 24-006.205. One is the actual site of the former school, and the second is the rear lot comprised of the current parking lot and wooded area.

Recommended Action – Grant final approval to the Central Commons land development application and lot merger plan.

* Item 10H: Ebensburg Zoning Board

* 1) Steven Mazeika

The Zoning Hearing Board granted a variance at 99 Grandview Road for a front yard fence along Knopp Lane.

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. EXECUTIVE SESSION

An executive session is necessary in order to discuss the possible acquisition of property by bid.

14. 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.

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