

The regular monthly meeting of the Ebensburg Borough Council was called to order on Monday, October 24, 2016 at 6:30 p.m. at the Ebensburg Municipal Building, 300 W. High Street, Ebensburg, by Council President Doug Tusing.

Present: Doug Tusing, President
Susan Barber, Vice-President
John Cobaugh
Joe Miller
Cecilia Houser
Dave Kuhar
Theresa Jacoby (arrived at 7:20 pm)

Others: Daniel Penatzer, Borough Manager
Randy Datsko, Mayor
Jeff Evans, Public Works Director
Danea Koss, Community Development Director
Samantha Kemock, Recreation Director
Bernie Kozlovac, Plant Supervisor
Blair Pawlowski, Solicitor
Josh Byers, The Mountaineer-Herald
Kelly Cernetich, The Altoona Mirror

Audience: 4

A. The Pledge of Allegiance was recited.

B. **Public Comments** –Mr. Tusing announced that the meeting would be recorded.

C. Consent Agenda

Mr. Miller made a motion to approve the consent agenda containing the following items.
(Kuhar) Motion passed unanimously.

1. Adopt Resolution #2016-10 adopting the Cambria County Hazard Mitigation Plan as the Plan for the Borough.
2. Approve the minutes of the September 26, 2016 regular monthly meeting of Borough Council.
2. Approve the Financial Statement.
3. Approve payment of the bills.

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

E. **Mayor's Report** – Mayor Datsko mentioned that November is pancreatic cancer awareness month and there will be purple ribbons placed throughout the downtown. He added that Chief Wyland had no incidents at PotatoFest and that he estimated a record crowd of around 30,000 attendees. Mayor Datsko added that there would be a bridge dedication to Pfc. Peter Coleman, who was the first serviceman from Ebensburg to lose his life in Vietnam, on Thursday, October 27 at the YPCC.

F. **Council President** – Mr. Tusing mentioned that the Halloween parade would be held at 1 pm on Sunday, October 30th with Trick-or-Treating to follow until 4 pm. He added that residents who wish to pass out candy should turn their porch lights on.

G. **Water/Wastewater Committee**

1. There were no excursions for the month of September 2016 at the wastewater plant. Plant flows averaged 0.487 mgd. Mr. Kozlovac gave an update on projects happening at the plant.
2. **Water and Wastewater SCADA (Supervisory Control & Data Acquisition) Systems**
Ms. Houser reported that Severn Trent has recommended that a SCADA system be installed at the wastewater plant. Responses were received from Cambria Systems, Inc. and Severn Trent Services. Cambria Systems currently provides SCADA services at the water treatment plant. Severn Trent currently provides management services at the wastewater treatment plant.

The cost of the Cambria Systems proposal is \$72,000. The cost of the Severn Trent proposal is \$156,250.

Staff's recommendation is that the contract be awarded to Severn Trent Services. A detailed analysis of the two proposals received was provided to Council.

Ms. Houser made a motion to award a contract to Severn Trent for a new SCADA system for the water and wastewater treatment facilities. (Kuhar) Motion passed unanimously.

3. **Holding Tank Ordinance**

Ms. Kuhar shared that a land development application for the new NAPA store east of Lake Inn on Rowena Drive is under consideration by the planning commission. The proposal will include the use of a holding tank for sewage. The tank cannot be approved by the county sewage enforcement agency unless there is an Ordinance in place that specifically allows for holding tanks.

Mr. Kuhar made a motion to grant tentative approval to Ordinance #633, allowing holding tanks within the borough, and advertise for public inspection. (Houser) Motion passed unanimously.

H. **Recreation Committee**

1. **Memorial Field**

Ms. Barber shared that a major project on the baseball fields at Memorial Field has been completed. The baselines were straightened and reestablished, under drains were cleared and the playing surfaces were filled and reseeded.

2. YPCC Hires

Ms. Barber shared that part-time positions at the YPCC were advertised in August. One hire was approved last month. Ms. Kemock recommends the hiring of Kayla Szpala and Cassidy Gelormino for part-time employment at the YPCC.

Ms. Barber added that shortly after Ms. Kemock was hired, two part-time workers were hired at the YPCC, but were never included in agenda action. Nicole Kelly and Barb Shaffer have been working at the YPCC since January and February, respectively.

Ms. Barber made it a matter of record that Kayla Szpala and Cassidy Gelormino have been hired as part-time YPCC assistants, at the rate of \$8.50/hour, subject to child clearances.

Ms. Barber made it a matter of record that Nicole Kelly and Barb Shaffer are employed at the YPCC as part-time YPCC assistants, at the rate of \$8.50/hour.

3. Tennis Center Hires

Ms. Barber shared that three hires at the tennis center were made in June 2016. They were mentioned in monthly reports, but never included in agenda action. Brandon Statler was hired as an assistant instructor, and Ryne Talko and Michael Lorditch were hired as part-time employees.

It's a matter of record that Brandon Statler is employed at the tennis center as part-time instructor, at the rate of \$8.50/hour or 50% of lessons.

It's a matter of record that Ryne Talko and Michael Lorditch are employed at the tennis center as part-time employees, at the rate of \$8.50/hour.

I. Street Committee – None.

J. Administration Committee

1. Pension State Aid Distribution

Ms. Barber stated that each year Council adopts a Resolution designating the manner in which State Aid to the employee pension plans is to be distributed. It's been the borough's practice to distribute the aid in accordance with the calculated "unit values". The unit value in 2017 is \$4,374. Each police officer equates to two units, and each non-uniform employee equates to one unit, and the funds are distributed accordingly.

The 2017 MMO is \$21,312. State Aid is expected to be \$34,997, enough to satisfy the MMO without a municipal contribution. In other words, all pension documents adopted last month are in compliance with all regulations, including Act 600. Mockenhaupt, our pension consultant, is recommending that Council adopt Resolution 2016-12. It clarifies that while the employee contribution will be 3% through 2017, Council reserves the right

to increase the employee contribution rate thereafter in order to remain in compliance with Act 600 and the pension document.

Ms. Barber made a motion to adopt Resolution 2016-12 reserving the right to further adjust the police pension employee contribution rate in accordance with the plan document and Act 600.

2. 2017 Annual Budget

Mr. Penatzer gave an overview of the 2017 annual budget and provided a copy of the complete budget to all Council members. He noted that the draft budget maintains taxes and utility rates at their current levels.

Ms. Barber made a motion to grant tentative approval to the 2017 annual budget and advertise for public inspection. (Houser) Motion passed unanimously.

3. Tax Ordinance

Ms. Barber stated that an Ordinance is required each year to establish the real estate tax for the coming year. Ms. Barber made a motion to grant tentative approval to Ordinance #632, establishing the 2017 real estate tax, and advertise for public inspection. (Houser) Motion passed unanimously.

3. Hiring Policy

Ms. Barber stated that from time to time, questions are asked about how the selections are made for summer hires. Staff has prepared a draft hiring policy that reflects the current practice, and adds a provision for random selection when there are more applicants than available positions. The draft was reviewed last month by Council, and was referred to the Solicitor for comment.

An amended draft is in Council's packet. Clauses applicable to Veterans Preference and non-discrimination were added.

Ms. Barber made a motion to adopt Resolution #2016-11 approving a hiring policy for part-time summer employees. (Cobaugh) Motion passed unanimously.

K. Department Reports

1. Police Department – None.

2. Public Works Department

Mr. Evans reported on last month's activities including an update on the DAF and SCADA systems, water distribution updates and leak repairs and the sewer collection system. Mr. Evans added that leaf collection has begun and will continue as needed, and that the pool and Lyons field have been winterized.

3. **Community Development Department**

Ms. Koss reported on last month's including the Main Street member networking event at Dauntless Fire Hall on November 17th, PotatoFest wrap-up meeting, turn out for the fall foliage ride, Dickens of a Christmas updates and recent recognition of the Ghost Town Trail for being named one of the top hiking trails in the country.

4. **Recreation Department** – Ms. Kemock reported on last month's activities including the beginning of the fall basketball leagues, new cardio equipment and updates to the cardio room and new Silver Sneakers equipment. She added that the winter basketball leagues will start in January.

5. **Planning Commission** – Mr. Kuhar stated that Precision Business Solutions, located at 302 Reddinger Street, has acquired the property situated between Sugar Street and Reddinger Streets. The property is currently occupied by five mobile homes. The occupants of those homes have already been evicted. There are two existing parcels divided by an unopened alley. One of the homes is actually situated upon that alley.

Mr. Shrift, of Precision Business, has future plans to expand his business onto those two parcels. He wishes to combine those two parcels with his business parcel. In order to do so, he is asking that 1) Borough interest in the unopened alley between the two parcels be waived (yellow); and 2) that Reddinger Street be abandoned south of the 12' unopened alley at the rear of the Ogle Street properties (pink). Following an approved merger of all parcels, he desires to have the current Mixed Use-Village Commercial zone extended to Sugar Street.

Mr. Kuhar made a motion to grant tentative approval to Ordinance #634, vacating the portion of Reddinger Street, advertising of same, and notification of all contiguous property owners. (Houser) Motion passed unanimously.

Mr. Kuhar made a motion to issue a letter to Mr. Shrift stating that the Borough of Ebensburg waives any interest that it has or might have in the non-ordained alley separating the two parcels. (Houser) Motion passed unanimously.

Ms. Barber made a motion to grant tentative approval to Ordinance #635, amending the Zoning Map to extend the current boundary of the Mixed Use-Village Commercial zone from Reddinger Street to Sugar Street; advertising the same; posting notice of same on the properties; informing the Cambria County Planning Commission of the proposed change; and scheduling a public hearing on the matter for November 28, 2016 at 6:15 p.m. (Kuhar) Motion passed unanimously.

6. **Ebensburg Zoning Board** – None.

M. **Media Comments/Questions** – None.

N. **Public Comments** – None.

N. **Executive Session** – Council entered into executive session at 7:22 pm to discuss payroll issues and staff evaluation.

There being no further business Mr. Miller made a motion to adjourn. (Jacoby) Motion passed unanimously.

Meeting Adjourned: 8:21 PM

Minutes Recorded by: Dana Koss, Community Development Director