



Ebensburg Borough Council Meeting
Monday, March 23, 2020
6:30 p.m.

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Borough Council
Doug Tusing, President
Dave Kuhar, Vice-President
Jeffrey Ball
Cecilia Houser
Theresa Jacoby
Scot May
Michael Owatt
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 February 24, 2020 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

5. WATER, WASTEWATER & STORMWATER COMMITTEE**Ball & Kuhar****Item 5A: Report from Inframark on Wastewater Treatment Plant Operations**

Plant Supervisor Mike Montgomery has submitted a written report on projects and activities at the wastewater plant during the month.

Recommended Action – No action required.

Item 5B: Report from Inframark on Water Treatment Plant Operations

Plant Supervisor Luke Byrne has submitted a written report on projects and activities at the water plant during the month.

Recommended Action – No action required.

6. RECREATION COMMITTEE**Jacoby, May & Owatt****Item 6A: Lake Rowena Concession Building**

The poor condition of the existing concession stand at Lake Rowena was discussed last month and referred to the Recreation Board for recommendations. The Recreation Board lacked a quorum but did hear comments from the Youth league. A project of a much smaller scale will likely be developed.

Recommended Action – No action required.

7. STREET COMMITTEE**Ball, Houser & Owatt****Item 7A: 2020 Sidewalk Project**

The 2020 sidewalk project in the northeast quadrant has been advertised for bids. The due date for bids was March 16th. A bid tabulation follows:

	<u>Curb/LF</u>	<u>Sidewalk/SY</u>	<u>Total</u>
M&B Services Clarion, Pa	\$58.45	\$124.81	\$1,371,061.79
Kishmo, Inc. Apollo, Pa	\$63.00	\$134.00	\$1,475,736.00
*Ameron Construction State College, Pa	\$61.00	\$150.00	\$1,510,014.50
Glenn Hawbaker Inc. State College, Pa	\$58.00	\$164.00	\$1,517,456.00
Mid-State Construction Altoona, Pa	\$54.00	\$187.00	\$1,546,923.00
CH&D Enterprises New Stanton	\$76.00	\$156.00	\$1,758,164.00

* Bid contained inconsequential math error of \$1,954.50

The project’s cost estimate was \$1,375,000. Construction was expected to begin June 1st and conclude by August 30th. The contractor desires to begin very soon, and if the tree and stormwater projects can be coordinated to avoid conflicts, the project can begin in April. During April and May stormwater improvements will occur along West Sample Street and East Sample Street.

The property assessment this year for curbing is \$29.23/LF. Council has in the past capped the property assessment for sidewalks at \$100.00/SY, and staff recommends that Council do the same in 2020.

Recommended Action #1 – Award a contract in the amount of \$1,371,061.79 to M&B Services for the 2020 sidewalk project on West Horner Street, West Crawford Street, West Sample Street and North Caroline Street.

Recommended Action #2 – Set the sidewalk assessment rates at \$29.23/LF for curbing and \$100.00/SY for sidewalk.

Item 7B: 2020-21 Sidewalk Project Line of Credit

Proposals were received on March 16th for the line of credit necessary for the 2020 and 2021 sidewalk projects. The line of credit will allow costs to be paid while property owner payments are pending. Following completion of the 2021 project, a balance of approximately \$670,000 is anticipated. A separate loan will be obtained at that time to settle the line of credit. The following proposals were received.

	<u>% Rate</u>	<u>Fee</u>
First Commonwealth	1.850%	\$ 500.00
First Summit Bank	2.150%	\$2,500.00
First National Bank	2.080%	\$ 300.00
S&T Bank	3.790%	\$1,000.00
Ameriserv	3.358%	\$ 0

Recommended Action – Accept the proposal of First Commonwealth Bank for bridge financing in the amount of \$1,000,000 for the 2020 sidewalk project.

Item 7C: Unit Debt Act Compliance

All new debt, regardless of duration, requires Unit Debt Act compliance involving calculation of an updated debt statement and borrowing base certificate and adoption of an Ordinance.

Recommended Action – Grant tentative approval to Ordinance #651, seeking authorization from DCED for new debt, in compliance with the Unit Debt Act.

Item 7D: 609 East Crawford Street Trees

The property owner at 609 East Crawford Street is requesting that the sidewalk project be revised in order to save the large trees at the front of his property, and that a curb cut be permitted for access to the property. Councilor May has forwarded the topic for the agenda, the property owner’s letter and supporting photographs.

Staff has included its written opinion on the matter with the above documents and discourages exceptions to long-standing policies.

Recommended Action – Dependent on discussion.

Item 7E: Tree Cutting

Bids were advertised for the cutting of 35 large trees along the sidewalk and curb project. The due date for bids was March 16th. A bid tabulation follows:

Top Notch Logging	Ebensburg	\$35,000.00
Laurel Mountain Tree Service	Mineral Point	\$39,500.00

Recommended Action – Award a contract in the amount of \$35,000.00 to Top Notch Logging (to be negotiated for any change under Agenda Item 7D).

8. ADMINISTRATION COMMITTEE

Houser, Jacoby & Kuhar

* Item 8A: Summer Hires

Applications for summer positions were due on March 2nd and staff has reviewed those. The following were hired for summer employment.

Office Assistant

Jocelyn Rainey Tanner Street 2nd yr.

Summer Maintenance

Dontae O’Neal Manor Drive 4th yr.

Evan Becquet New Germany Road 3rd yr.

Brendan Johnson Tanner Street 1st yr.

Landscaping Assistant

Elisabeth Keim Colver Road 2nd yr.

Summer Public Works

Jude Gdula Ben Franklin Hwy 1st yr.

Aaron Caplea West Crawford Street 1st yr.

Memorial Field/YPCC

Brandon Frank Nanty Glo 2nd yr.

Devin Renzi Vinco 1st yr.

Swimming Pool Manager

Nolan Johnson East Highland Avenue 5th yr.

Head Lifeguard

Serena Koss Truman Street 3rd yr.

Lifeguards

Zander Johnson East Highland Avenue 6th yr.

Ian Swope Portage 3rd yr.

Jaylee Sikora Lou’s Road 3rd yr.

Zachary Malay North West Street 2nd yr.

Matthew Gauden Myers Street 2nd yr.

Darron Koss Tanner Street 2nd yr.

Karson Johnson East Highland Avenue 2nd yr.

Caitlin Cochran 1st Street, Colver 2nd yr.

Seth Farabaugh Adams Avenue 2nd yr.

Elizabeth Bopp Winterset Road 3rd yr.

Tina Hildebrand BelAir Road 3rd yr.

Kendra Fox Wilmore Road 3rd yr.

Abby O’Brien North Spruce Street 2nd yr.

Braden Sweeney East Crawford Street 2nd yr.

Ben Young	Crestwood Drive	2 nd yr.
Brandon Dick	Ogden Road	2 nd yr.
Tessa Novotny	Sylvan Glen Road	2 nd yr.
Anna Dill	West Crawford Street	1 st yr.
Loralyn Simmers	Vetera Road	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 public works, summer maintenance, Memorial Field, lifeguards, landscaping and office assistant at the rate of \$8.50/hr.

Recommended Action #2 – Make it a matter of record that Serena Koss has been hired as head lifeguard at the rate of \$9.50/hr.

Recommended Action #3 – Make it a matter of record that Nolan Johnson has been hired as Pool Manager at the rate of \$12.50/hr.

9. GENERAL BUSINESS

- * Item 9A: Minutes of Previous Meeting(s)
The minutes of the February 24, 2020 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 February 2020 is presented for approval.

Recommended Action – Approve the February 2020 financial statement.

- * Item 9C: Bills
A list of bills totaling \$464,903.24 is submitted for approval.

Recommended Action – Approve payment of the bills as submitted.

Item 9D: Sewage Enforcement

Act 537 addresses on-lot sewage enforcement and requires every municipality to appoint a sewage enforcement officer. Since 2001, the Cambria County Sewage Enforcement Agency has provided sewage enforcement to thirty-five municipalities including Ebensburg Borough. The agency has struggled financially since 2012 when all state aid was cut for local sewage enforcement. The agency closed in March.

There are fewer than a dozen on-lot systems within the borough where customers are not able to connect to the public sewer system due to grade or distance. The borough rarely requires the services of a sewage enforcement officer but is nonetheless required to have one. Laurel Municipal Inspection Agency, who now provides joint building code enforcement, is adding sewage enforcement services to fill this void.

Recommended Action – No action required until LMIA develops its program.

Item 9E: Coronavirus

Extraordinary measures are being taken across the country in order to control the spread of the coronavirus. Municipal governments are no different. Staff will review with Council the steps taken here and hear suggestions on any other measures recommended.

Recommended Action #1 – Advance employees with Coronavirus symptoms up to ten days of sick leave.

Recommended Action #2 – Declare a state of emergency for the borough, thereby authorizing special procedures for public meetings.

Item 9F: Airport Grant

A Resolution authorizing signatures is necessary for the airport grant.

Recommended Action – Adopt Resolution 2020-04 authorizing the President to sign documents associated with the airport grant.

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 – No activity

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.