

MINUTES
BOROUGH OF SOUTHMONT
March 15, 2004 7:00 p.m.

The scheduled March Council meeting was called to order by President Pile at 7:00 p.m. After the pledge to the flag, the March 15, 2004 meeting of Council convened.

PRESENT: President Pile, Mr. Rodgers, Mr. Graham, Mr. Krupa, Mr. Strittmatter, Mr. Danyluk, Solicitor: Daniel R. Lovette, Mayor: Gerry Sloat, Engineer: Tom Grey, West Hills Police: Chief Andy Havas, Fire Chief: Chet Borosky, Borough Manager: Loretta Spak, Zoning Officer: Dyke Orms

ABSENT: Mr. Kory and Street Commissioner: Jan Bosley

VISITORS: Stephen G. Adams, Vice President, Paul C. Rizzo Associates, Inc.

President Pile asked for approval of the February 16, 2004 Minutes and Special Meeting to ratify Contract Minutes of March 4, 2004. A motion was made by Mr. Rodgers to accept the Minutes and Special Meeting Minutes, as submitted. Seconded by Mr. Krupa. All in favor, motion carried. Mr. Kory, absent.

President Pile stated that Mr. Lichtenfels, from Middle Department Inspection Agency, was scheduled to discuss the Uniform Construction Code, but he had a family emergency and couldn't make the meeting. Paperwork was received on the permit and inspection process for commercial construction. Mr. Lichtenfels will be requested to attend the April 6th Committee Meeting along with Mr. Orms. Borough Manager will ask for a written proposal from Innovative Consulting Group to compare. Final deadline for decision to "opt in" or "opt out" August 8, 2004.

POLICE CHIEF'S REPORT:

West Hill Police Chief Andy Havas's report records revenue for February in the amount of \$1,019.00. Police Chief Havas has not received any complaints concerning the State Street parking problem. The West Hills Police have applied for a \$22,000 grant for replacing radio equipment, in house training and computer equipment. Child Safety program started today, March 15th, for Kindergarten to fourth grade in Ferndale, Omos, St. Clements, Westside and Westmont Elementary. The BB gun problems have been resolved. Southmont had three to four incidents since January. A training session in the use of Chemical Protective Clothing & Respiratory Protection Equipment will be held jointly by the West Hills Regional Police and the Westmont Firemen; first class was March 6th next is March 27th. This training is mandatory and all Department Officers are required to attend one of these classes or a class held at another location. After being certified, the Officers will receive protective suits and respirators to be used in the event of a chemical or biological emergency. This equipment is being provided through the Department of Homeland Security at no cost. An improvement has been seen with the stop signs on State Street.

ZONING OFFICERS REPORT

Mr. Orm's report records that he refused a permit to open a pet grooming business at 316 State Street; due to Commercial use variance being more than a year old. Zoning Hearing Board hearing is set for Thursday, March 18th at 7:00 PM. There was one approved Business Registration for the Hilltop Candy Shop Cafe. Mr. Orms has some concerns on the Permit and Inspection process for UCC; it was suggested Mr. Orm's attend the Committee Meeting on April 6th.

FIRE COMPANY REPORT

Chief Borosky's written report records that there were 8 responses during February, it was a quiet month. There was one call between the hours of 10 p.m. to 7 a.m. The Fire Company was called to shut down Menoher Blvd. at Barnett St. due to a structure fire on Menoher Blvd. The Fire Co. recommends that we accept Brett Insurance proposal in the amount of \$2,481 for Fire Company Property and Equipment Liability. Brett's proposal provides for a cost savings of approximately \$500. A motion was made by Mr. Rodgers to accept Brett Insurance with the Borough paying 43% of the premium, the Fire Company paying 57%. Seconded by Mr. Strittmatter. All in favor, motion carried. Mr. Kory, absent. Chief Borosky will make an official fire safety inspection of the Johnstown Brewing Company after March 17th; the Occupancy Permit provided by the Dept. of Labor and Industry has been received. The Fire Company is experiencing problems with the roof of their new building; after Chief Borosky receives replies on his inquiries he will forward information to Solicitor Lovette. West Hills Fire Service Task Force Committee has asked if there would be any interest in forming a Regional Fire Company to service the West Hills area. At the Southmont Fire Company meeting it was a unanimous no, Mr. Strittmatter's opinion is that the Task Force was premature to ask the Fire Companies to take a tally without more information or details. Mr. Strittmatter supports looking at smaller items first, which will be voiced at next meeting. The ISO Public Protection Survey was completed; a written report will be forwarded to the Borough. The suggestion of selling beer at the Jubilee will be discussed at the April 6th Committee Meeting. The Hilltop Ambulance report and Income statement is on file.

ENGINEER'S REPORT

Mr. Adams, Vice President of P.C. Rizzo & Associates, stated that Mr. Duray has resigned from P.C. Rizzo & Associates. Mr. Tom Grey is now the Municipal lead Engineer for P.C. Rizzo; he will be handling Southmont's account. Mr. Adams stated as representative of his firm that clients are their business, as a professional engineering service they provide maximum production with minimum cost. Mr. Grey stated that they are working on the 2004 paving; there are some discrepancies between the PennDot website and the hard copies submitted. Should receive and open bids by next Council Meeting. We received the one year extension for the MS4 Storm Water Management. Mr. Grey stated that the

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one year extension applies to mapping and the storm water ordinance. Mr. Danyluk made a motion to approve Ordinance 447, NPDES Storm Water Management, the fines and additions are to be included. Seconded by Mr. Graham. All in favor, motion carried. Mr. Kory, absent. Mr. Grey will put mapping information into the GIS. Mr. Grey met with Mr. Bosley; he will be drafting a summary of what the Borough has done in the past year and what we are doing in the current year. While dye testing Mr. Bosley has found some downspouts that are discharging into the sanitary sewer lateral; Mr. Grey and Mr. Bosley will be monitoring the meter flow peaks during storm events. Letters will be sent before April giving residents thirty days to have a corrective action plan and/or repair; these letters are for the residents who failed the recent test. A more aggressive second follow up letter will be initiated to residents who have not notified Borough of repairs. Letters will be in thirty day increments totaling ninety days before Borough will react with repair. The residents who have not repaired prior requests will have sixty days then Borough will react with repair and bill resident. Council is expecting a summary or corrective action from Upper Yoder Township in reference to letter dated February 13th. Upper Yoder system contributes to the flows at Wonder Street recorded by Mr. Duray. Mr. Grey will be keeping a close eye and monitoring the down loads from the Flow Meter on a weekly basis; looking at alternative suggestions; housing meter outside of manhole. Mr. Grey forwarded a draft flowchart that applies to the MS4 NPDES compliance; Mr. Orms will receive a copy when completed to help with the issuing of Building Permits.

COMMITTEE REPORTS

STREET COMMISSIONERS REPORT

Received Mr. Bosley's written report which records that employees spent most of the month widening streets, patched potholes; assisted Westmont Borough with patching some areas on Millcreek Road.

STREET COMMITTEE REPORT

At this time Mr. Danyluk had nothing further to report. A letter will be sent to Mr. Duray thanking him for his service.

ADMNS. & PERSONNEL COMMITTEE

Mr. Krupa discussed the Personnel Policy and Procedure Manual. Mr. Krupa made a motion to approve the Personnel Policy and Procedure Manual with changes being made to Page 7, #14 Physical Conditions; Page 14, Workers Compensation; Page 14, Retirement. Seconded by Mr. Graham. All in favor, motion carried. Mr. Kory, absent.

POLICE COMMITTEE

The negotiating Committee met and received a proposal from the Police Officers. Suggested the committee look at the drug policy; medical \$250 or \$500 deductible; medical co-pay.

RECYCLING COMMITTEE

In Mr. Kory's absence Mr. Graham has nothing new to report. Received recycling graph for January and February.

INSURANCE COMMITTEE

Mr. Rodgers made a motion to approve Pennsylvania Intergovernmental Risk Management Association (PIRMA) as liability insurance carrier. Seconded by Mr. Krupa. Roll Call: Mr. Rodgers, Mr. Danyluk, Mr. Strittmatter, Mr. Graham, Mr. Krupa and Mr. Pile all in favor, opposed none, motion carried. Mr. Kory, absent. Next year we will receive quotes from other insurance carriers to compare. It was suggested H.D.H. be one of the carriers we approach for a quote.

BUDGET COMMITTEE

Mr. Strittmatter has nothing new to report.

SHADE TREE REPORT

Mr. Krupa reminded all that we need any newsletter items by March 26th, newsletters will be mailed out late April. Borough Manager will remind Westmont Hilltop Recreation and Fire Company. Arbor Day is the first Saturday in May - May 1st. The Shade Tree Commission will meet March 29th, will be advertised March 23rd and March 27th. Trees on Stillray have been taken care of; others are marked to be removed. Have not received a response on trees at Shady Lane, will do follow up letter in a few weeks. Mr. Krupa has heard from PennDot on the trees on Harshberger. He will look into moving them if practical. Ms. Spak will call PennDot and get plot plan for sidewalks.

RECREATION COMMITTEE

Nothing new to report. Spring and Summer programs are being mailed out.

BUILDING/GROUNDS REPORT

Nothing further to report.

COG REPORT

Received COG News/Minutes for December, February and March. President Pile reported that COG believes their membership will fall to about one-half of what it is currently, due to the \$300 municipal annual membership fees previously paid by the County. Smaller municipalities cannot pay.

GRANDVIEW COMMITTEE

Nothing further to report. Grandview Annual Contribution, in lieu of taxes, was received. Deposit of \$5,000 shows on December Treasurer's Report.

GREATER JOHNSTOWN WATER AUTHORITY

We received the minutes for the March 5, 2004 meeting and the February Treasurer's report. The new building is moving along should be done by December.

Lower State Street Committee

Nothing new to report. Still waiting for weather to break then will set up a meeting with PennDot.

MAYOR'S REPORT

Mayor Sloat recommended that the Borough send a formal letter to the Fire Company to follow up on the 10/2/03 fire safety inspection done at Johnstown Brewing Company. Fire Chief Borosky should reply in writing. Mr. Rodgers made a motion to approve Mayor Sloat's recommendation. Seconded by Mr. Graham. All in favor, motion carried. Mr. Kory, absent.

SOLICITOR'S REPORT

Solicitor Lovette noted nothing new on Wren Street sale, waiting for survey when weather breaks. Solicitor Lovette has received the stipulation regarding the Picking-Treece-Bennett Mortuary assessment signed by owner and school district. Solicitor Lovette recommends that the Borough signs and moves forward. Mr. Graham made a motion that Solicitor Lovette has authority to sign the Picking-Treece-Bennett Mortuary assessment for the Borough. Seconded by Mr. Strittmatter. Four in favor, two opposed, motion carried. Mr. Kory, absent. Mr. Danyluk made a motion to approve Ordinance 446, Borough Manager. Seconded by Mr. Rodgers. All in favor, motion carried. Mr. Kory, absent.

MANAGER'S REPORT

Ms. Spak's written report was submitted. Check for Cambria County Transit Authority can be mailed with letter stating our "donation" check is enclosed. Mr. Miller's request for disc copy of AFSCME contract should be in writing; then forward scan version disc copy.

TREASURER'S REPORT

Mr. Rodgers made a motion to approve the February's Treasurer Report in the amount of \$ 233,461.52. Seconded by Mr. Krupa. All in favor, motion carried. Mr. Kory, absent.

TAX COLLECTOR'S REPORT

Mr. Rodgers noted that we received the March Tax Collector's report with Real Estate revenues at (0) zero dollars, no collections. Seconded by Mr. Rodgers. All in favor, motion carried. Mr. Kory, absent.

PAYMENT OF BILLS

Mr. Rodgers made a motion to approve payment of bills in the amount of \$57,050.38. Will forward copy of Invoice from C.C. Dept. of

Con't.

Emergency Services for Annual Siren Alarm (911) to Council. Seconded by Mr. Krupa. Roll Call: Mr. Rodgers, Mr. Danyluk, Mr. Strittmatter, Mr. Graham, Mr. Krupa and Mr. Pile all in favor, opposed none. Mr. Kory, absent.

OLD BUSINESS

President Pile asked to remove Annual Waste Load Management Report from the "Tickler List". Notes of PMRS Meeting that was held March 10th were received. PMRS will submit three proposals. Committee Meetings are scheduled for April 6th and personnel issues on April 13th.

NEW BUSINESS

Add Mortuary Assessment to Long Term "Tickler List". Add new building and Upper Yoder response to letter sent to them February 13th to Street Committee "Tickler List".

At 9:00 p.m. an Executive Session was called. At 9:40 p.m. Council reconvened. They discussed Personnel issues.

Mr. Krupa made a motion to advertise for a Part-Time temporary summer laborer at the hourly rate of \$6.50, no benefits; begin interview process of the candidates who applied for the Part-Time permanent secretarial position hourly rate of \$6.75 will be reviewed in six months. Seconded by Mr. Rodgers. All in favor, motion carried. Mr. Kory, absent. Mr. Rodgers made a motion to approve Borough Manager to look into receiving quotes, etc. from subcontractors or agencies to improve Borough services. Seconded by Mr. Graham. All in favor, motion carried. Mr. Kory, absent.

There being no further business, a motion was made by Mr. Rodgers for adjournment of the March 15, 2004 meeting at 9:45 p.m. Seconded by Mr. Graham.

Respectfully submitted,

Loretta Spak, Borough Manager

3/19/2004 9:39 AM