

MINUTES
BOROUGH OF SOUTHMONT
April 19, 2004 7:00 p.m.

The scheduled April Council meeting was called to order by President Pile at 7:00 p.m. After the pledge to the flag, the April 19, 2004 meeting of Council convened.

PRESENT: President Pile, Mr. Rodgers, Mr. Graham, Mr. Kory, Mr. Krupa, Mr. Strittmatter, Mr. Danyluk, Solicitor: Daniel R. Lovette, Mayor: Gerry Sloat, Engineer: Tom Gray, West Hills Police: Corporal Mike Lose, Fire Chief: Chet Borosky, Borough Manager: Loretta Spak, Zoning Officer: Dyke Orms and Street Commissioner: Jan Bosley

ABSENT: West Hills Police: Chief Andy Havas

VISITORS: Stephen G. Adams, Vice President - Paul C. Rizzo Associates, Jill Magistro, Part-Time Administrative Clerk and Katie Mishler, resident at 152 Violet St.

President Pile asked for approval of the March 15, 2004 Council Minutes, Committee Meeting Minutes April 6, 2004 and April 13, 2004. A motion was made by Mr. Strittmatter to accept the Minutes, as submitted. Seconded by Mr. Krupa. All in favor, motion carried.

A motion was made by Mr. Rodgers to open the 2004 street paving bids. Seconded by Mr. Strittmatter. All in favor, motion carried. Received two (2) bids. First bid from HRI, Inc. in the amount of \$45,790.39 and the second bid from Quaker Sales Corp. in the amount of \$44,498.05. Mr. Rodgers made a motion to accept the low bid by Quaker Sales after review by Street Commissioner, Solicitor and Engineer if not in order to go to next bid. Seconded by Mr. Kory. Roll Call: Mr. Rodgers, Mr. Graham, Mr. Kory, Mr. Danyluk, Mr. Strittmatter, Mr. Krupa and Mr. Pile all in favor, opposed none.

President Pile introduced Jill Magistro to Council. Mr. Krupa made a motion to hire Mrs. Magistro as part time administrative clerk for Southmont Borough at the rate of \$6.75 to have a performance review in six months (Oct. 12, 2004). Seconded by Mr. Rodgers. All in favor, motion carried. Mr. Krupa did point out that Mrs. Magistro is a resident of Southmont.

President Pile introduced Katie Mishler, 152 Violet St. Ms. Mishler's concern is her being harassed by neighbor. Solicitor Lovette directed Ms. Mishler to Corporal Mike Lose from the West Hills Police. The Council does not get involved in disputes between neighbors, unless it affects the Borough.

POLICE CHIEF'S REPORT:

West Hill Police Chief Andy Havas was absent; Corporal Mike Lose's report records revenue for March in the amount of \$140.53. Corporal Lose made a clarification on the notes. Officer Fisher and Corporal Lose attended startup training for security network to access files to help with investigations (PennDot, driving records, etc.). The West Hills Police have been using the Penelec fax form to report street

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lights that need repaired. When they get a work order (confirmation) from Penelec if it is in the Southmont Borough, they will fax our office. This way we can track that the lights are being repaired on a timely basis.

ZONING OFFICERS REPORT

Mr. Orm's report records that the Zoning Hearing Board Meeting was held concerning Mr. & Mrs. Zonin's request to open a pet grooming business on the corner of State St. and Thoburn St. The board decided in favor of Mr. & Mrs. Zonin. They placed the following restriction; no outside kennels allowed, no overnight boarding allowed and business hours must fall between 8:00 AM and 8:00 PM. Mr. Rodgers made a motion to approve that the same members of the Zoning Hearing Board be on the Board of Appeals; if they will accept. Seconded by Mr. Krupa. All in favor, motion carried. Mr. Orms will be at the May 4th Committee meeting along with Mr. Lichtenfels to discuss MDIA (UCC) Contract.

FIRE COMPANY REPORT

Chief Borosky's written report records that there were 12 responses during the month of March. There was one call between the hours of 10 PM to 7 AM. The follow up fire safety inspection at the Johnstown Brewing Company was done April 15, 2004. The exit sign in the upstairs bar was not lit and several of the portable fire-extinguishers have expired service dates. Chief Borosky will re-inspect the Brewing Company before next Council meeting. Southmont will not be included in the West Hills Fire Service Task Force Fire Study; this is only for departments participating in a possible fire department consolidation. President Pile stated that at the April 6, 2004 Committee Meeting selling beer at Jubilee was discussed. At this time Council does not want to get into beer sales at Jubilee. The Hilltop Ambulance report was received and on file.

ENGINEER'S REPORT

Ms. Spak has received the updated Ordinance 447, NPDES Storm Water Management, which was approved at March 15, 2004 meeting. Mr. Gray stated that Mark Lazzari, Biology-Earth Science Lead for P. C. Rizzo Assoc., is working on the GIS program. Southmont has added Mr. Lazzari to the confidentiality agreement with Greater Johnstown Water Authority. Mr. Lazzari will be doing training (in June) on the GIS; Ms. Spak will contact Mr. Lazzari on who should be trained. Mr. Gray discussed the priorities that DEP has imposed on Upper Yoder; Upper Yoder's first priority is their pumping stations. We are a lower concern on the Wonder Street interconnect. Mr. Gray has given Mr. Bosley a recommendation on building a housing unit for the flow meter outside of the manhole. Mr. Gray recommended modifications on the State St. bypass; Mr. Bosley will begin modifying during dry weather. The recommendations will be done in stages to judge impact on rain readings. Mr. Gray has Quaker Sales 2004 st. paving bid; he will be looking it over.

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Mr. Danyluk mentioned that some of the alleys will be getting seal coated. Mr. Kory made a motion to hire Joe Sernell as a part-time employee with an average of 20 hours per week; starting May 3, 2004 ending middle of August at \$8.00 per hour. Mr. Sernell's duties would be creating website, GIS and computer technology. Seconded by Mr. Rodgers. All in favor, motion carried. Mr. Kory informed Council that he called the GIS Task Force; next meeting is scheduled for June 17th at 10:00 A.M. Ms. Spak and possibly Mr. Sernell should attend. Southmont paid \$910.56 on 12/30/03 check # 6665 to Cambria County GIS for 2002 and 2003; has not paid 2004. Southmont has received notification from DCED (Pennsylvania Department of Community and Economic Development) that we have been approved for funding in the amount of \$8,000 for GIS use. Ms. Spak to call DCED to see about restrictions (payroll for Mr. Sernell, previous paid items-reimburse ourselves, Ark View program, etc.).

COMMITTEE REPORTS

STREET COMMISSIONERS REPORT

Received Mr. Bosley's written report. Records that employees spent most of the month plowing streets, shovel work at numerous locations to keep excess water from melting snow and heavy rains flowing into catch basins and picking up piles of stones and debris to get ready for the street sweeper. Moved the "No Turning In Driveway" sign on Arlington Street; the location at the pole has been approved by Penelec. Mr. Kory mentioned that on Orchard Street there is a large hole by manhole cover; Mr. Bosley patched hole on Tuesday, April 20th. Mr. Bosley and Mr. Livingston attended the DEP Flood Training April 13th through the 15th. Southmont received an award for the Outstanding Flood Protection Project, this is the second time Southmont has received the award. Mr. Bosley to call Dominion Gas Company to see why manhole is vented on Diamond; Mr. Bosley called 4/21 and it is a gas leak. Mr. Bosley is to dig 12 holes before the May 1st Arbor Day celebration for the new trees.

STREET COMMITTEE REPORT

Ms. Spak did a cost comparison between Air-Vac Equipment and Swank Associated Companies for rental of a Tar Buggy and material. There is a cost savings in material (.50/pound vs. .30/pound). Mr. Bosley looked over comparison; we should try Swank Assoc. and if it doesn't work we will re-look. Mr. Danyluk made a motion to use Swank Associated Co. Tar Buggy rental at a cost of \$115.00 per day for tar buggy and one laborer plus .30 per pound usage of Kraftco Road Saver material. Seconded by Mr. Strittmatter. All in favor, motion carried.

ADMNS. & PERSONNEL COMMITTEE

Mr. Krupa requested that Ms. Spak write a thank you/best of luck letter to Isabelle Hurrell for her services; letter from Council and Ms. Spak. Mr. Krupa made a motion to accept the Organizational Chart. Seconded by Mr. Rodgers. All in favor, motion carried. The Organizational Chart will be incorporated in the Personnel Policy and Procedure Manual; Ms. Spak will have a meeting with employees to discuss

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the amended Personnel Policy and Procedure Manual. Ms. Spak's six month review is coming up in May, please get comments to Mr. Krupa. Job Descriptions will be discussed at the May 4th Committee Meeting. Mr. Strittmatter made a motion to approve independent contractor, Mike Chalich, for Borough grass cutting and trimming; as long as criteria is met i.e. proof of insurance, letter of acceptance (Southmont Borough has the right of termination of services at anytime without cause, will only pay for services already received), no Sunday cutting, only cutting until dusk, the Borough office will schedule areas to be cut and/or trimmed. If criteria is not met, will then go to next lowest contractor. Seconded by Mr. Danyluk. Motion carried, six approved, zero opposed, Mr. Krupa abstained. Mr. Krupa mentioned a meeting was held March 23rd with all full-time employees to go over the approved Personnel Policy and Procedure Manual; sign off receipts are in each employees' file.

POLICE COMMITTEE

The Negotiating Committee is scheduled to meet Tuesday, April 20th. Mayor Sloat will be taking spreadsheets on wages, hospitalization, contract wording changes, average percentage and amount of expenses by line for actual 1999 through budget 2004 and five year projected expenses based on average percentage.

RECYCLING COMMITTEE

Mr. Kory will report on any issues concerning the recycling seminar at UPJ in June; nothing further to report.

INSURANCE COMMITTEE

Mr. Rodgers stated Ms. Spak is working on getting quotes for Short and Long Term Disability; will discuss at May 4th Committee Meeting. A meeting with Gleason and the full-time employees is scheduled for Wednesday, April 21st to go over changes and prescription mail order. The new Preferred Blue PPO 250/500 Insurance is on schedule for effective date of May 1, 2004.

BUDGET COMMITTEE

Mr. Strittmatter has nothing new to report.

SHADE TREE REPORT

Mr. Krupa mentioned that May 1st is Arbor Day and we will be recognizing Judy Czyrnik for her years of service and Tom Lewis who recently passed away. Mr. Lewis was on the Shade Tree Commission, Council and Fire Department. The celebration will take place in front of Mr. Danyluk's at 417 Orchard Street. A representative from the Bureau of Forestry will be presenting Southmont with the USA Tree City Award for 14 years of active participation. One tree will be planted during the celebration. The Shade Tree Commission will be planting the other eleven trees during the later part of April, three on Leila, one on State, four on Thoburn and three on Diamond. Mr. Rodgers will be calling Patricia Esserman to have her contact Mr. Krupa to see if they

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would like a tree in the memory of Stephen Krouse. Mr. Krupa stated there was a good turn out of residents at the Shade Tree Commission meeting, which was held March 29th. Mr. Hartnett contacted Mr. Krupa about stakes on Wren St. property. He was concerned about trees being cut down. Mr. Krupa looked at and stated the stakes are for surveying the lot not tree removal, although trees on privately owned property is the resident/owners responsibility.

RECREATION COMMITTEE

Nothing new to report. The minutes for the February meeting were received.

BUILDING/GROUNDS REPORT

Mr. Kory and Mr. Bosley will be getting together for yearly ride around in June. Mr. Bosley to call on prices for higher door on shed; the new leaf machine doesn't fit.

COG REPORT

Nothing new to report.

GRANDVIEW COMMITTEE

Nothing new to report.

GREATER JOHNSTOWN WATER AUTHORITY

The minutes from the April 9, 2004 meeting were received. Nothing new to report.

Lower State Street Committee

President Pile will be calling to set up meeting.

MAYOR'S REPORT

Mayor Sloat noted his concerns on the speeding on State Street.

SOLICITOR'S REPORT

Solicitor Lovette stated the Wren Street property was surveyed; description for bank now complete, the Borough will be receiving paperwork for signatures. Solicitor Lovette discussed the letter the Borough received from Attorney David Raho concerning downspout in sewer line at 108 Leila Street owned by Mr. & Mrs. Henry. The Borough made an error in not reporting problem prior to sale on the "no lien letter". Solicitor Lovette has requested Attorney Raho contact First Commonwealth Bank asking them to correct this matter. A database for the smoke and dye testing has been established and will be checked prior to "no lien letters" going out. Sidewalk problems will be added to database; will also see about Mr. Sernell adding to GIS. The property at 570 Harshberger Street was sold at sheriff sale and has a for sale sign now; Southmont will be receiving their monies owed (\$1,186.36) per lien placed on property. Southmont can place liens on property per Borough Code and Related Laws section 2063 and 2064, pages 20:9 and 20:10.

MANAGER'S REPORT

Ms. Spak's written report was submitted. Mr. Rodgers made a motion for Ms. Spak and Mr. Krupa to attend the annual meeting of the United Way scheduled for Tuesday, May 25, 2004, at 11:00 a.m. at the Talus Rock Girl Scout Council Center, 612 Locust Street. Seconded by Mr. Kory. All in favor, motion carried.

TREASURER'S REPORT

Mr. Rodgers made a motion to approve the March's Treasurer Report in the amount of \$ 214,003.53. Seconded by Mr. Strittmatter. All in favor, motion carried.

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. Graham. All in favor, motion carried.

PAYMENT OF BILLS

Ms. Spak will verify with Mr. Gray what the 1.00 hour charge for speed bumps (\$67.00) is on March invoice 225300047 from P.C. Rizzo Associates. Mr. Rodgers made a motion to approve payment of bills (adding \$225.78 reimbursement to Mr. Graham for damage due to sewer backup) in the amount of \$69,079.92. Seconded by Mr. Kory. Roll Call: Mr. Rodgers, Mr. Danyluk, Mr. Strittmatter, Mr. Kory, Mr. Krupa and Mr. Pile six in favor, opposed none, Mr. Graham abstained.

OLD BUSINESS

President Pile asked to remove Mortuary Assessment and Arlington Street sign from the "Tickler List". A Committee Meeting is scheduled for May 4th. Items on agenda are: MDIA Contract (Mr. Lichtenfels and Mr. Orms to attend), Job Descriptions, Comp. Time Policy, Auditors, Short and Long Term Disability.

NEW BUSINESS

Mr. Danyluk mentioned that the sensor on the street light on Menoher should be patched (Mr. Bosley patched wires to sensor on April 21st). The walk light button on both sides of street is not working; Mr. Bosley has a call into the City. Mr. Kory mentioned he has been receiving phone calls about the .05% tax to PAMS and the .05% tax to Centax. Residents are upset about doing two instead of one location at the 1%. It was suggested to tell the residents to write to the School District asking them to change from PAMS to Centax. Ms. Spak is to call the cable company and find out when the franchise tax will be lowered.

There being no further business, a motion was made by Mr. Rodgers for adjournment of the April 19, 2004 meeting at 9:00 p.m. Seconded by Mr. Graham.

Respectfully submitted,