

MINUTES
BOROUGH OF SOUTHMONT
February 16, 2004 7:00 p.m.

The scheduled February Council meeting was called to order by President Pile at 7:00 p.m. After the pledge to the flag, the February 16, 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: Dave Duray, Street Commissioner: Jan Bosley, West Hills Police: Chief Andy Havas, Fire Chief: Chet Borosky, Borough Manager: Loretta Spak, Zoning Officer: Dyke Orms

ABSENT:

VISITORS: Corporal Mike Lowes - West Hills Police
- Karl Kenney, resident of 146 State Street
- Denny Regan, resident of 7 Shady Lane
Kris Cramer, Kline Kimlin - 2003 Audit

President Pile asked for approval of the January 19, 2004 Minutes and Committee Meeting Minutes of February 10, 2004. A motion was made by Mr. Krupa to accept the Minutes and Committee Meeting Minutes, as submitted. Seconded by Mr. Strittmatter. All in favor, motion carried.

At this time President Pile called upon resident Mr. Kenney. Mr. Kenney discussed the problem he has with his driveway. His driveway is steep and he is afraid of sliding into the car parked across street. Chief Havas spoke with the resident at 149 State Street. No satisfactory solution was reached. This is a winter problem. Mr. Bosley and the road crew will clear out the area at end of driveway allowing more turning capabilities. Mayor Sloat and Chief Havas will continue to monitor the situation.

President Pile then called upon Denny Regan. Mr. Regan is a salesman for telephone services. Mr. Regan will set up an appointment with Borough Manager to check on possible cost saving measures which will be brought to Council in a workshop.

President Pile then called upon Kris Cramer with Kline Kimlin to discuss the 2003 Audit. A bounded Financial Statement was forwarded to Council with findings. Ms. Cramer stated there were no discrepancies found other than the accounting error discussed with reference to Worker Compensation audit reflecting a refund of \$402.00; adjustments will be made. Ms. Cramer's management letter states an opportunity for strengthening internal controls and operating efficiency. The Borough does not legally adopt a separate budget for the Liquid Fuels Fund. All governmental funds should have legally adopted budgets. Kline Kimlin recommends that this be done.

POLICE CHIEF'S REPORT:

West Hill Police Chief Andy Havas's report records revenue for January in the amount of \$215.44. Police Chief Havas and Mr. Bosley have been working closely due to the snow; having residents move vehicles for plowing, contacting contractors that plow residence driveways about plowing snow onto the roadways.

ZONING OFFICERS REPORT

Mr. Orm's report records that there was one sign permit issued, so far, for this year; year to date total is (0) zero.

FIRE COMPANY REPORT

Chief Borosky's written report records that there were 15 responses during January. There were four calls between the hours of 10 p.m. to 7 a.m. The Borough Road Crew helped shovel out fire hydrants. The Fire Company's insurance is up for renewal April 5th. Borough Manager will be checking with Pirma on rate comparisons and coverages. The jubilee is scheduled for Aug. 16th through Aug. 21st. A spring raffle will be held in April. The Fire Company is looking for ways to raise money, one idea would be for a beer night, or two, during the jubilee. They will need to get a license for three days and be in an enclosed area. Council will need to discuss. Check #6683 to Glick in the amount of \$392.00 was approved for release. The Hilltop Ambulance report is on file.

ENGINEER'S REPORT

Mr. Duray of P.C. Rizzo & Associates made changes to Ordinance 447, NPDES Storm Water Management that was discussed at February 10th workshop. A Flowchart will also be created by Mr. Duray for Mr. Orms. A motion was made by Mr. Graham to advertise Ordinance 447 with changes Solicitor Lovette requested. Seconded by Mr. Strittmatter. All in favor, motion carried. The Borough is responsible for making copies and mailing out the NPDES pamphlet to all residents by March 9th. Ms. Spak will be looking into cost efficiency of making copies or having copies made. Mr. Duray will be composing a cover letter to go with the pamphlet. Mr. Duray stated the 2004 paving program is completed for bidding. He sent report to PennDot for review. His final total came to \$42,000. A motion was made by Mr. Danyluk to grant Mr. Duray permission to advertise the 2004 paving program. Seconded by Mr. Graham. All in favor, motion carried. Mr. Duray had a surveyor look at State Street sewer; he will have a written recommendation later this week.

COMMITTEE REPORTS

STREET COMMISSIONERS REPORT

Mr. Bosley's written report records that employees spent most of the month plowing and/or salting streets. Began widening streets with the front-end loader due to so much snow and ice as the trucks cannot plow back any more. Some damage to truck running boards, Mr. Bosley

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will be checking after market prices. Mr. Bosley will be working on lower State Street Tuesday, Feb. 17th on Mr. Kenney's driveway area. A motion was made by Mr. Rodgers to approve Mr. Bosley and Mr. Livingston to attend the 7th Annual DEP Workshop on federal flood protection projects April 13th through April 15th in Washington, PA. Seconded by Mr. Kory. All in favor, motion carried.

STREET COMMITTEE REPORT

At this time Mr. Danyluk had nothing further to report.

ADMNS. & PERSONNEL COMMITTEE

Mr. Krupa reported that the ad for part time clerical ran Feb. 13th through Feb. 15th; replies will be forwarded to Borough office. Ms. Spak will open, go through and get in contact with Mr. Krupa for committee meeting. Mr. Krupa requests Council to look over Personnel Policy and Procedures Manual for any input and or changes.

At 8:15 p.m. an Executive Session was called. At 8:30 p.m. Council reconvened. They discussed Union/Personnel issues.

Mr. Kory made a motion to accept the Discipline and Substance Abuse policies as presented in Personnel Policy and Procedures Manual. Seconded by Mr. Graham. All in favor, motion carried. A motion was made by Mr. Danyluk to advertise Ordinance 446, Borough Manager position. Seconded by Mr. Rodgers. All in favor, motion carried. A job description for Borough Manager will be worked on at next committee meeting.

POLICE COMMITTEE

Nothing further to report. There will be a meeting Feb. 17, 2004, at 7:00 p.m. at the Westmont Borough building.

RECYCLING COMMITTEE

Mr. Kory submitted the 2003 recycling recap graph. There is a recycling seminar at UPJ on June 8th.

INSURANCE COMMITTEE

Ms. Spak and Mr. Rodgers will look over agreement the Borough has with the Fire Company. Will also need to set up meetings with employees on medical/dental benefits.

BUDGET COMMITTEE

Mr. Strittmatter has nothing new to report. Mr. Strittmatter will get with Ms. Cramer in early summer to implement GASB 34.

SHADE TREE REPORT

Mr. Krupa made a motion to advertise for a public meeting, late March, for shade tree committee. Seconded by Mr. Rodgers. All in favor, motion carried.

RECREATION COMMITTEE

Minutes were received. A motion was made by Mr. Kory to approve Mr. John Khuri to another three years as Westmont Hilltop Recreation Commission representative for Southmont Borough. Seconded by Mr. Rodgers. All in favor, motion carried. A motion was made by Mr. Kory to reappoint Mr. Pile to Hilltop Recreation Authority for another five years. Seconded by Mr. Rodgers. All in favor, motion carried.

BUILDING/GROUNDS REPORT

Nothing further to report. Mr. Kory and Mr. Bosley will be doing a ride-around when weather breaks.

COG REPORT

Nothing further to report. The municipal annual membership dues will be paid by the municipalities starting 2004; COG will no longer be paying. A motion was made by Mr. Rodgers to approve the \$300 COG membership dues. Seconded by Mr. Graham. All in favor, motion carried.

GRANDVIEW COMMITTEE

Nothing further to report. Mr. Kory will be filling out forms for 2004 PSAB Historic Preservation Award.

GREATER JOHNSTOWN WATER AUTHORITY

We received the minutes for the February 6, 2004 meeting and the January Treasurer's report. Reminder the annual dinner meeting is scheduled for Saturday, March 6th. Reservations must be made by Feb. 23rd.

Lower State Street Committee

PennDot called President Pile stating they will meet to discuss the Lower State Street issues; will get together when weather breaks.

MAYOR'S REPORT

Mayor Sloat reported on one call he received from a resident on Daisy Street; driveway plowed shut. Received call from Fire Chief Borosky requesting help to clean out around fire hydrants. Ms. Spak will speak with Chief Borosky on flags (markers) to find fire hydrants' locations; also follow-up on Johnstown Brewery safety violations.

SOLICITOR'S REPORT

Solicitor Lovette discussed with Council the Sheriff's Sale of Wilkinson, 507 Harshberger Street. Southmont Borough is in position to be reimbursed \$1,186.36; municipalities near top of payees (before bank that holds mortgage). The Assessment on Picking-Treece-Bennett Mortuary, Inc. is waiting for signatures. A motion was made by Mr. Rodgers to approve Resolution No. 2004-03, Reduction of Charter Communications Franchise Fee from 5% to 2%. Seconded by Mr. Danyluk. All in favor, motion carried. A motion was made by Mr. Strittmatter to approve Resolution No. 2004-04, disposition of records 1996 and prior years. Seconded by Mr. Graham. All in favor, motion carried.

MANAGER'S REPORT

Ms. Spak's written report was submitted. Mr. Rodgers made a motion to approve Ms. Spak's vacation of June 7th through June 12th. Seconded by Mr. Graham. All in favor, motion carried. Mr. Rodgers made a motion to approve Ms. Spak attending Municipal Management by the Book Training on June 16th at Claysburg registration fee of \$40.00. Seconded by Mr. Danyluk. All in favor, motion carried

TREASURER'S REPORT

Mr. Strittmatter made a motion to approve the January's Treasurer Report in the amount of \$ 238,600.51. Seconded by Mr. Rodgers. All in favor, motion carried.

TAX COLLECTOR'S REPORT

Mr. Strittmatter noted that we received the December Tax Collector's report with Real Estate revenues at \$3,770.86; received two January Tax Collector's reports with Real Estate revenues totaling \$487.39; received amended May Tax Collector's report with Real Estate revenues at \$140,372.10; received 2003 Tax Collector's summary report with a total of \$222,633.25 received in 2003. Seconded by Mr. Rodgers. All in favor, motion carried.

PAYMENT OF BILLS

Mr. Graham made a motion to approve payment of bills in the amount of \$31,624.25 and to hold the Cambria County Transit Authority payment of \$3,980.85 until further research. Seconded by Mr. Rodgers. Roll Call: Mr. Rodgers, Mr. Kory, Mr. Danyluk, Mr. Strittmatter, Mr. Graham, Mr. Krupa and Mr. Pile all in favor, opposed none. Mr. Danyluk made a motion to remove account number 456.60 Chapin Arch Restoration from Treasurer's report. Seconded by Mr. Kory. All in favor, motion carried.

OLD BUSINESS

President Pile asked to remove County GIS Workshop and the Borough Manager Ordinance from the "Tickler List". Mr. Bosley is working on the Sanitary Sewer GIS. Received flyer welcoming Southmont Borough to the Greater Johnstown/Cambria County Convention & Visitors Bureau.

NEW BUSINESS

Add 2003 Annual Waste load Management Report to "Tickler List" Mr. Duray will be completing due Feb. 28th. Minutes from the Environmental Intergovernmental meeting that was held January 13th was submitted.

There being no further business, a motion was made by Mr. Graham for adjournment of the February 16, 2004 meeting at 9:10 p.m. Seconded by Mr. Kory.

Respectfully submitted,

Loretta Spak, Borough Manager
2/20/2004 8:43 AM