

PORTAGE TOWNSHIP
Regular Monthly Meeting May 4, 2016
Miller Shaft Road, Portage, PA

Chairman Bill Cooper opened the meeting with a salute to the flag and then offered a moment of silence.

Roll Call: Supervisor Jeff Kostan – yes; Supervisor Bill Cooper – yes; Supervisor Rick Olshavsky – yes.

Public Participation

John Nicholson spoke to the Board regarding an ATV Ordinance. He had some information and some examples and wanted to share this information along to them to see what thoughts the Board had on the possibility of creating such an Ordinance. John also asked if they would be selling the Township's property once the new building is built. Supervisor Cooper said they have really not gotten that far yet regarding this issue.

Jill Lamar wanted the Board to know the PAJRC letter writing campaign/ bulk mailing is currently in the works. Emil Squillario is heading up this year's campaign.

Approval of Regular Monthly Meeting Minutes for April 6, 2016 and approval for Special Meeting Minutes for April 28, 2016

Supervisor Olshavsky made a motion to approve the Regular Monthly Meeting Minutes and the Special Meeting Minutes as presented with Supervisor Kostan seconding the motion. Motion carried 3-0. Supervisor Kostan – yes; Supervisor Cooper – yes; Supervisor Olshavsky – yes.

Secretary's Report

The Secretary's Report compiled of the following work completed and worked on a daily basis for the month of April:

- *Listed all correspondence received by email or the mail*
- *Completed payroll and payroll taxes*
- *Received and posted all incoming revenue*
- *Completed Municipal lien letters as received*

- *Reconciled all monthly bank statements for the month of March, 2016*
- *Paid all monthly bills*
- *Received and addressed all incoming telephone calls*
- *Treasurer's Report prepared for the 1st Quarter of 2016 (Jan, Feb, Mar)*

Supervisor Cooper approved the Secretary's Report as presented with Supervisor Olshavsky seconding the motion. Motion carried 3-0. Supervisor Kostan – yes; Supervisor Cooper – yes; Supervisor Olshavsky – yes.

Treasurer's Report

*Supervisor Cooper presented the Treasurer's Report as follows:
The following is the Treasurer's Report for the First Quarter of 2016 for the months of January, February, and March.*

The general account showed revenues totaling \$ 81,000.16 expenditures of \$ 89,417.42, showing an ending balance of \$2,002.09.

The payroll account showed deposits totaling \$ 60,000.13, expenditures of \$ 64,430.03, showing an ending balance of \$ 3,619.90.

The S & T Bank account showed revenues received totaling \$ 211,676.68, expenditures of \$164,500.00, showing an ending balance of \$505,250.05.

The Liquid Fuels account showed revenues totaling \$63.67, with no expenditures this quarter, showing an ending balance of \$58,706.58.

These ending balances are accumulated from each reconciled bank statements for the months of January, February, and March.

*Total funds balance: Gen Acct's - \$ 5,621.99
 Money Market - \$505,250.05
 Capital Purchase Acct - \$393,892.84
 ALL FUNDS BALANCE - \$904,764.88 (minus outstanding*

bills)

*Liquid Fuels - \$58,706.58
(\$963,471.46)*

Supervisor Olshavsky made a motion to approve the Treasurer's Report as presented with Supervisor Kostan seconding the motion. Motion carried 3-0. Supervisor Kostan – yes; Supervisor Cooper – yes; Supervisor Olshavsky – yes.

Code Enforcement Officer's Report

The following was reported for the month of April, 2016:

Complaints received: 134 Jamestown Road, blocking alley; and salvage cars along the side of State Route 53.

Both of these complaints are now being looked into and weighing out the Code Enforcement Officer's options.

Supervisor Cooper made a motion to accept the CEO's Report with Supervisor Olshavsky seconding the motion. Motion carried 3-0. Supervisor Kostan – yes; Supervisor Cooper – yes; Supervisor Olshavsky – yes.

Road Master's Report

Supervisor Kostan presented the following Road Master's Report for the month of April:

- *Street Sweeping*
- *Finished taking snow fence down*
- *Cleaned drains and opened ditches*
- *Took snow plows off*
- *Greased and repaired equipment*

- *Cold patch where needed*
- *Helped school with Earth Day*

Supervisor Olshavsky made a motion to accept the Road Master's Report with Supervisor Olshavsky seconding the motion. Motion carried 3-0. Supervisor Kostan – yes; Supervisor Cooper – yes; Supervisor Olshavsky – yes.

Old Business

None

New Business

a. Beech Street Ordinance

Supervisor Olshavsky explained before the meeting was began a hearing was held regarding the Beech Street take over. He then made a motion to accept this Ordinance with Supervisor Kostan seconding the motion. Motion carried 3-0. Supervisor Kostan – yes; Supervisor Cooper – yes; Supervisor Olshavsky – yes.

b. Cul-de-sac / Municipal Authority

The Municipal Authority is buying property at the end of Municipal Road for a storage area. It is at the end of the Township road, and to ensure a proper turn around, the Township told the Municipal Authority a cul-de-sac would be needed. Supervisor Olshavsky made a motion to take the cul-de-sac over. Supervisor Cooper seconded the motion. Motion carried 3-0. Supervisor Kostan – yes; Supervisor Cooper – yes; Supervisor Olshavsky -yes.

c. Portage Historical Society

Supervisor Kostan explained that a letter was received requesting a donation in helping them to rebuild a new deck on down at the Arch. Supervisor Kostan then made a motion to donate them \$500.00 with Supervisor Cooper seconding the motion. Motion carried 3-0. Supervisor Kostan – yes; Supervisor Cooper – yes; Supervisor Olshavsky – yes.

d. Advertise for bids for 2016 Paving Project (Liquid Fuels)

The Supervisors went with the PennDot representative to look at area roads and decide which roads need to be paved for 2016. Supervisor Olshavsky made a motion to approve to advertise for bids the 2016 paving project. Supervisor Kostan seconded the motion. Motion carried 3-0. Supervisor Kostan – yes; Supervisor Cooper – yes; Supervisor Olshavsky – yes.

Adjourned the meeting at 7:16 pm.

Those who attended tonight's meeting: John Crum, Jill Lamar, David Rorabaugh, Joe Walters, Ron Portash, John Nicholson, John Waksmunski, Ray Asfar, Paul Maul.

Respectfully submitted,

Michelle Kostan, Secretary