

606 Cambria St.  
Portage, PA 15946

**BOARD MEMBERS PRESENTS**

Dino Scarton, Chairman - absent  
Scott Yetsko, Vice Chairman - absent  
John Bilchak, Secretary  
Thomas Riskus, Vice Secretary  
Mark Stancovich, Treasurer

**OTHERS PRESENT:**

Charles Gouse, Superintendent  
Joe Beyer, The EADs Group  
Toby McIlwain, Solicitor  
Amber Malzi, Administrative Assistant

- I. **CALL TO ORDER** - Mr. Stancovich called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance and Roll Call.
- II. **PUBLIC PARTICIPATION** – None.
- III. **PERSONS REQUESTING TO BE ADDED TO AGENDA** Mr. Chris Robine of 1305 S. Blair Street and Mr. Pat Nicholson of 715 Sugar Alley did not attend the meeting.
- IV. **COORESPONDENCE** –
  - First Summit Credit Card Information - After reviewing the information from First Summit, the board decided it would be more cost effective for the residents to stay with the current credit card transaction company.
  - The board acknowledged the letter from Senator Fetterman office.
- V. **APPROVAL OF MINUTES**

**Thomas Riskus motioned; John Bilchak seconded to approve the May 16, 2024 Regular Meeting. MOTION CARRIED 3/0**

**Thomas Riskus motioned; John Bilchak seconded to approve the November 16, 2023 Regular Meeting. MOTION CARRIED 3/0**
- VI. **INVOICES**

**PAID INVOICES 05/01/2024 TO 05/31/2024**

PENNVEST #12638	05/01/2024	3,896.36
Cambria Mailing Services, Inc.	05/01/2024	70.75
Cambria Systems, Inc.	05/01/2024	23,200.00
EADs Group	05/01/2024	9,861.19
Environmental Service Laboratories, Inc.	05/01/2024	473.70
Environmental Service Laboratories, Inc.	05/01/2024	469.20
Environmental Service Laboratories, Inc.	05/01/2024	143.66
Heritage Environmental	05/01/2024	29,598.00
Mainline Newspaper	05/01/2024	397.50
Metron-Farnier, LLC	05/01/2024	226.26
Pace Analytical Services, LLC	05/01/2024	248.70
PMAA Region 6	05/01/2024	40.00
Portage Auto Parts	05/01/2024	324.84
Portage Service Center	05/01/2024	218.43

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Quadient	05/01/2024	177.90
Ray Oil & Gas Co	05/01/2024	702.25
RPM SIGNS	05/01/2024	31.95
TRIBUNE-DEMOCRAT	05/01/2024	156.00
UniFirst	05/01/2024	100.06
Univar USA, Inc.	05/01/2024	714.00
Verizon	05/01/2024	33.63
Peoples	05/01/2024	131.34
Amazon Capital Services	05/03/2024	233.89
Borough of Portage	05/07/2024	22,172.28
Exeter Supply Co., Inc.	05/07/2024	1,462.50
Get Through communications	05/07/2024	405.30
L. B. Water Service, Inc.	05/07/2024	75.20
Pam Schilling c/o JoAnne Byich	05/07/2024	100.00
Penelec	05/07/2024	171.43
Penelec	05/07/2024	19.97
Portage Area Sewer Authority	05/07/2024	133,245.42
Pro Disposal, Inc.	05/07/2024	182.70
Randall Motor Company	05/07/2024	1,579.08
RDM-Johnstown LLC	05/07/2024	152.00
Stager's Store	05/07/2024	70.31
The KSA Group, LLC	05/07/2024	5,000.00
TRIBUNE-DEMOCRAT	05/07/2024	23.50
Visa - 1st Summit	05/07/2024	2,649.96
USDA Rural Development	05/12/2024	16,051.00
Cambria Abstract Company	05/12/2024	83,139.45
Barry Crum	05/16/2024	100.00
Blue Earth Labs, LLC	05/16/2024	1,652.58
Carney Fence Inc.	05/16/2024	7,262.00
EADs Group	05/16/2024	1,722.55
Emily Honrath	05/16/2024	100.00
Emily Szabo	05/16/2024	100.00
Environmental Service Laboratories, Inc.	05/16/2024	1,699.16
Environmental Service Laboratories, Inc.	05/16/2024	277.96
Erik Castel	05/16/2024	100.00
Hach	05/16/2024	1,853.78
Henry Gaston	05/16/2024	100.00
Jayne Mulhollem	05/16/2024	100.00
JC Ehrlich Co Inc.	05/16/2024	247.97
Kayla Minor	05/16/2024	100.00

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L. B. Water Service, Inc.	05/16/2024	962.00
Metron-Farnier, LLC	05/16/2024	1,015.90
Pace Analytical Services, LLC	05/16/2024	100.80
Pace Analytical Services, LLC	05/16/2024	248.70
Pandora Snowberger	05/16/2024	100.00
Paul Fitch	05/16/2024	100.00
Penelec	05/16/2024	1,377.81
Penelec	05/16/2024	20.86
PMRS	05/16/2024	20.00
Ralph Feeney	05/16/2024	100.00
REA Energy Cooperative Inc.	05/16/2024	1,180.04
RPM SIGNS	05/16/2024	25.93
Safeguard	05/16/2024	395.16
Sheetz Fleet Service	05/16/2024	508.47
Travis Templeton	05/16/2024	100.00
Univar USA, Inc.	05/16/2024	9,444.55
UPMC Health Plan	05/16/2024	5,445.35
UPMC Health Plan	05/16/2024	151.90
Verizon	05/16/2024	447.64
Mary L. Elchin	05/16/2024	200.00
Pa Rural Water Association	05/16/2024	707.00
Stuckey Automotive	05/20/2024	64,036.43
CMPA	05/24/2024	1,000.00
FTSDTbfd LLC	05/24/2024	168.41
Hach	05/24/2024	102.52
Pace Analytical Services, LLC	05/24/2024	100.80
PRWA	05/24/2024	300.00
Dino Scarton.	05/24/2024	45.00
John M. Bilchak	05/24/2024	45.00
Scott Yetsko	05/24/2024	45.00
Thomas Riskus	05/24/2024	45.00
EADs Group	05/30/2024	15,506.61
EmB Computing	05/30/2024	8,930.00
L. B. Water Service, Inc.	05/30/2024	1,107.96
Mosholder Insurance Agency	05/30/2024	281.00
Pace Analytical Services, LLC	05/30/2024	248.70
Peoples	05/30/2024	35.81
Portage Service Center	05/30/2024	117.46
Randall Motor Company	05/30/2024	1,025.38
Safeguard	05/30/2024	149.83

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Shaffer Tree Service, LLC	05/30/2024	750.00
Tire Shop	05/30/2024	30.00
United Graphics	05/30/2024	1,558.65
Verizon	05/30/2024	33.40
VWR International LLC	05/30/2024	1,027.50
Amazon Capital Services	05/30/2024	521.41
		<b>\$473,229.69</b>

**John Bilchak motioned; Thomas Riskus seconded to approve the May 2024 invoices for \$473,229.69. MOTION CARRIED 3/0**

VII. **TREASURER’S REPORT**

**John Bilchak motioned; Tom Riskus seconded to approve the May 2024 Treasures Report for \$1,869,494.08. MOTION CARRIED 3/0**

VIII. **SUPERINTENDENT REPORT**

- **Leaks** – 1301 Sonman Ave on June 6 and 907 Sonman Ave on June 11, 2024.
- **New Taps** – A new tap will be installed in Jimtown on Plane Road in the near future.
- **Pumps for Martindale** – The main and backup pumps at the Martindale plant need replaced. Superintendent Gouse supplied the board with a quote for NSF approved pumps from RAM Industrial Services.

**Thomas Riskus motioned; John Bilchak seconded to approve the purchase of two (2) new NSF approved pumps for the amount of \$6,078.00 from RAM Industrial Services. MOTION CARRIED: 3/0**

- **Generator** – Cummins Bridgeway, LLC. performed routine maintenance on the generator at Martindale plant. When performing a load test, the generator caught fire and was extinguished. The board and superintendent discussed the options to rebuild the old generator or purchase a new one.
- **Vehicles** – Nothing to report.
- **Lead & Copper Survey** – No update at this time. The winner of the Meter Survey is 1011 Conemaugh Ave, Portage, PA 15946 and will receive a \$100.00 credit on their next water bill.
- **Rules & Regulations** – The updated rules and regulations are not ready for action yet.
- **Roof** - The new roof was installed by Brother’s Solutions during the week of June 10, 2024. PWA employees painted the outside of the office building. The superintendent mentioned larger gutters need added, as the current ones are too small.
- **911 Caldwell Ave** – Mr. Stancovich asked for an update on 911 Caldwell. Mr. Gouse informed him the electricity is on and items from the current office building were moved to 911 Caldwell.

IX. **ENGINEER’S REPORT**

**1. Emergency Action Plan** – No change to the emergency action plan.

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**2. Notice of Violations** – No change currently. The next public notice will need done by September 8, 2024, and continue every three months thereafter.

**2a. New Plants** – Mr. Beyer obtained information from operators on May 3, 2024 to present to plant equipment manufacturers. Mr. Beyer also mentioned PWA needs a solution to reduce the PFAS at the plant, if necessary.

**3. Waterline and Water Meter Replacement Project** – No update since last meeting with the waterline project. The engineer added an amendment to the Engineering agreement due to the addition of Main Street and the approved water modeling.

**4. BAMR Waterline Project** – No update on the BAMR project.

**5. Well Drilling in Martindale** – Mr. Beyer and Mr. Casselberry met at the Martindale plant, Custer property, and Smith property near Becks Lane to discuss well drilling.

**7. Withdrawal Permit** – There was no update on the withdrawal permit. After reaching out to DEP, they requested Mr. Beyer to resubmit the permit.

**8. Task Order 2(NPDES Renewal)** - The engineer has sent all of the samples to the plant operators for the results to be submitted to the EADS Group. The renewal needs submitted by August 4, 2024.

**9. Task Order 3(Ward 3)** –Mapping in the GIS system has started.

X. **KSA REPORT**

The KSA Group has submitted an application on behalf of Portage Water Authority for a John Joyce 2025 CFP Grant for the Martindale Reservoir project. KSA has also researched the Appalachian Regional Commission (ARC) Area Development Program with a 50% match, for the water main replacement project on Main Street. The pre-application for the ARC Program is due August 19, 2024, full application is due at the end of December 2024, funding announcement in the spring of 2025, and project start time is July 2025.

XI. **SOLICITOR'S REPORT**

**North Alleghany Easement** – North Alleghany wants to get the agreement completed as soon as possible. The solicitor needs to work with North Alleghany's attorney to work on the agreement. The chairman has informed the solicitor has wants to hold a workshop and go over all of the details before signing a contract.

XII. **UNFINISHED BUSINESS** – None.

XIII. **NEW BUSINESS**

The administrative assistant provided the board with new copier quotes from three local businesses. The multiple copiers in the office are outdated and cause many problems when printing the utility bills. The board discussed the HP E87750dn from Advanced Office Systems for \$7,730.00. If the Portage Sewer Authority agrees to purchase and split the cost of the new copier, the cost to the Water Authority would be \$3,865.00.

**John Bilchak motioned; Thomas Riskus seconded the purchase of new copier HP E87750dn from Advanced Office Systems contingent on the Portage Sewer Authority approval to split the cost. MOTION CARRIED: 3/0**

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XIV. **ADJUSTMENTS FOR THE MONTH**- John Panick, Sr. of 150 Vrabel Rd, Portage, PA 15946 does not meet the requirements for a water adjustment.

XV. **ADJOURNMENT**

**Thomas Riskus motioned; John Bilchak seconded to adjourn the meeting at 7:02 P.M. MOTION CARRIED 4/0**

Respectfully Submitted,

Amber Malzi