

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

Visitors- Justin Amos, Justin Davis, Mike Staples, and Dave Tshudy of North Alleghany (Deriva).

- 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.

In the absence of Chairman Scarton, Treasurer Stancovich will need to sign documents regarding the agreement between Portage Water Authority and North Alleghany (Deriva).

**John Bilchak motioned; Thomas Riskus seconded to authorize Treasurer Mark Stancovich to sign documents on behalf of Chairman Dino Scarton. MOTION CARRIED: 3/0**

- II. **PUBLIC PARTICIPATION** – None.
- III. **PERSONS REQUESTING BE ADDED TO AGENDA** Ms. Mary Ann Hazlett of 134 Hemlock Drive did not attend the meeting.
- IV. **EXECUTIVE SESSION** - Notice of an Executive Session held on July 9, 2024 at 6:00 P.M for negotiation of a collective bargaining agreement.
- V. **CORESPONDENCE** – The board acknowledged the correspondence from PMAA, EMAPS, and Selective Insurance.
- VI. **APPROVAL OF MINUTES**  
**Thomas Riskus motioned; John Bilchak seconded to approve the June 20, 2024 Regular Meeting. MOTION CARRIED 3/0**
- VII. **INVOICES**

**PAID INVOICES 06/01/2024 TO 06/30/2024**

PENNVEST #12638	06/01/2024	3,896.36
Borough of Portage	06/06/2024	17,707.17
BROTHERS SOLUTIONS	06/06/2024	49,600.00
Cambria Mailing Services, Inc.	06/06/2024	214.08
Get Through communications	06/06/2024	289.37
J.M. DeLullo Stone Sales Inc.	06/06/2024	952.49
L. B. Water Service, Inc.	06/06/2024	1,431.66
Penelec	06/06/2024	194.85
Penelec	06/06/2024	20.06
Pro Disposal, Inc.	06/06/2024	182.70
Ray Oil & Gas Co	06/06/2024	120.44
RDM-Johnstown LLC	06/06/2024	247.00

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Smithmyer's Electronics Inc.	06/06/2024	275.00
The KSA Group, LLC	06/06/2024	5,000.00
United Graphics	06/06/2024	2,347.05
Visa - 1st Summit	06/06/2024	2,136.90
Water Service Professionals	06/06/2024	81,700.00
USDA Rural Development	06/12/2024	16,050.21
Amber Malzi	06/14/2024	200.00
American Water Works Assoc.	06/14/2024	50.00
Environmental Service Laboratories, Inc.	06/14/2024	688.02
John M. Bilchak	06/14/2024	45.00
Mark Stancovich	06/14/2024	45.00
Stager's Store	06/14/2024	274.49
Thomas Riskus	06/14/2024	45.00
Verizon	06/14/2024	205.08
Mary L. Elchin	06/14/2024	300.00
Portage Area Sewer Authority	06/18/2024	123,403.17
CMPA	06/20/2024	1,000.00
Domain Listings	06/20/2024	288.00
Environmental Service Laboratories, Inc.	06/20/2024	629.16
Environmental Service Laboratories, Inc.	06/20/2024	688.01
Foster F Wineland, Inc.	06/20/2024	378.25
Hilltop Office Supply Inc.	06/20/2024	3.00
Ludwig Electric LLC	06/20/2024	409.00
Pace Analytical Services, LLC	06/20/2024	100.80
Penelec	06/20/2024	21.00
Penelec	06/20/2024	317.37
Ray Oil & Gas Co	06/20/2024	185.34
REA Energy Cooperative Inc.	06/20/2024	641.93
SCANLAN ELECTRIC	06/20/2024	180.50
Sheetz Fleet Service	06/20/2024	485.86
UPMC Health Plan	06/20/2024	5,445.35
UPMC Health Plan	06/20/2024	151.90
Pace Analytical Services, LLC	06/20/2024	248.70
Starlink	06/25/2024	500.00
		<b>\$319,295.27</b>

**John Bilchak motioned; Thomas Riskus seconded to approve the June 2024 invoices for \$319,295.27. MOTION CARRIED 3/0**

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VIII. TREASURER'S REPORT

**Tom Riskus motioned; John Bilchak seconded to approve the June 2024 Treasures Report for \$1,812,216.37. MOTION CARRIED 3/0**

IX. SUPERINTENDENT REPORT

- **Leaks** – Six leaks to report this month. 718 North Railroad Avenue, 226 Main Street, 409 Lee Street, 1321 Gillespie Avenue, 148 Krisko Lane, 1001 Maple Street.
- **New Taps** –New tap installed at 437 Plane Road on June 27, 2024.
- **Plants** – The Martindale Plant is still using the rental generator from United Rental. No quotes for a new generator at this time. An insurance claim has been opened and awaiting an inspection for approval.
- **Vehicles** – Unit #3 is almost finished with production and will be delivered soon. The old Unit #6 is no longer in use. The superintendent and board members will list truck on Municibid with a reserve of \$12,000. Unit #5 (Backhoe) needs serviced. The superintendent informed the board of the cost of maintenance to be completed by the employees of PWA.
- **Lead & Copper Survey** – No update at this time. The winner of the Meter Survey is 809 West Wesley 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.
- **Meter Replacement** – Discussion was held for the purchase of new meters.

**Thomas Riskus motioned; John Bilchak seconded to approve the purchase of one hundred meters at the cost of \$30,240.00. MOTION CARRIED: 3/0**

- **Paving** – Portage Borough is scheduled to begin paving the alley beside the Water Authority building, but there would be a portion that would remain unpaved.

**Thomas Riskus motioned; John Bilchak seconded to approve the purchase of black top for the alley beside the Portage Water Authority with a cost of \$1,700.00. MOTION CARRIED: 3/0**

X. ENGINEER'S REPORT

1. **Emergency Action Plan** – No change to the emergency action plan.
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** – A site visit to Johnsonburg Water Treatment Plant is schedule on August 1, 2024 for any board member that would like to attend.
3. **Waterline and Water Meter Replacement Project** – Mr. Beyer attended the July 2024 Portage Borough Meeting. After learning of the new borough ordinances, the engineer will attend another meeting to discuss other options regarding the waterline project.
4. **BAMR Waterline Project** – No update on the BAMR project.
5. **Well Drilling in Martindale** – No update since the June 2024 meeting. The surveyors have begun plotting the area according to Ms. Estep (PADEP).
7. **Withdrawal Permit** –The permit was submitted in March 2024 and again in May 2024. At this time, there is no update regarding the withdrawal permit.
8. **Task Order 2(NPDES Renewal)** – Waiting for samples, DMR's and receipts back from the county and township.
9. **Task Order 3(Ward 3)** –The modeling is progressing. The survey will need performed

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- XI. **KSA REPORT** A meeting is scheduled on July 22, 2024 with the Appalachian Regional Commission (ARC) Area Development Program to discuss funding for the meter replacement project. Travis from the KSA Group has contacted the USA-ACE to discuss Section 313 funding - awaiting a meeting request with the Field Coordinator, Scott Swansinger. Travis has also reached out to Ken Roberts at PEMA – awaiting response from Mr. Roberts.

**Thomas Riskus motioned; John Bilchak seconded to approve amendment No. 01 to the original agreement with an increase of \$160,200.00 MOTION CARRIED: 3/0**

XII. **SOLICITOR’S REPORT**

**North Alleghany Easement** – After previous discussions at meetings, the Portage Water Authority and North Alleghany have reached an agreement.

**John Bilchak motioned; Thomas Riskus seconded to approve and accept the documents from North Alleghany. MOTION CARRIED: 3/0**

**Rules and Regulations** – No action at this time. More time is needed to update the rules and regulation for the water authority. Mr. Beyer informed Solicitor McIlwain he will need a layout of the new rules around October.

XIII. **UNFINISHED BUSINESS**

XIV. **NEW BUSINESS**

Somerset Trust Company - The Somerset Trust Bank in Lilly has brought PWA a list of interest rates regarding checking and savings accounts.

**Thomas Riskus motioned; John Bilchak seconded to transfer all but the minimum monies to keep account active from 1<sup>st</sup> Summit Bank’s Money Market and Capital Improvements accounts, and deposit at Somerset Trust Company between two (2) money market accounts splitting the amounts (\$500,000.00 in one and the remainder in the other), also open a checking account with a beginning balance of \$500.00. MOTION CARRIED: 3/0**

- XV. **ADJUSTMENTS FOR THE MONTH**- Brian Bisaha – 129 Meadow Lane, Mike Koeningsburg – 808 Caldwell Ave, Mary Ann Hazlett – 134 Hemlock Drive

**John Bilchak motioned; Thomas Riskus seconded to approve the adjustment for Mike Koeningsburg at 808 Caldwell Ave. MOTION CARRIED: 3/0**

**Thomas Riskus motioned; John Bilchak seconded to approve two (2) billing adjustments for Mary Ann Hazlett at 134 Hemlock Drive. MOTION CARRIED: 3/0**

Brian Bisaha – 129 Meadow Lane does not meet the requirements for an adjustment.

XVI. **ADJOURNMENT**

**Thomas Riskus motioned; John Bilchak seconded to adjourn the meeting at 7:04 P.M. MOTION CARRIED 3/0**

Respectfully Submitted,  
Amber Malzi