

606 Cambria St.
Portage, PA 15946

BOARD MEMBERS PRESENTS

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

OTHERS PRESENT:

Charles Gouse, Superintendent
Steve Seawalk, The EADs Group
Toby McIlwain, Solicitor
Amber Malzi, Administrative Assistant

Visitors- Kristen Baudoux-Dispatch

- I. **CALL TO ORDER** – Chairman Scarton 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 BE ADDED TO AGENDA** -None
- IV. **COORESPONDENCE**
- V. **APPROVAL OF MINUTES**
Mark Stancovich motioned; Scott Yetsko seconded to approve the August 22, 2024 Regular Meeting. MOTION CARRIED: 5/0
- VI. **INVOICES**

PAID INVOICES 08/01/2024 TO 08/31/2024

PENNVEST #12638	08/01/2024	3,896.36
USDA Rural Development	08/12/2024	16,051.00
Borough of Portage	08/12/2024	19,386.71
Cambria Systems, Inc.	08/12/2024	76,000.00
Comcast	08/12/2024	463.20
Dyanna Phaneuf	08/12/2024	100.00
Get Through communications	08/12/2024	275.31
Heritage Environmental	08/12/2024	970.00
Keystate Seamless Spouting	08/12/2024	650.00
Mainline Newspaper	08/12/2024	32.86
Martin Oil Company	08/12/2024	135.63
Mary L. Elchin	08/12/2024	200.00
Metron-Farnier, LLC	08/12/2024	36,734.31
PA One Call System, Inc.	08/12/2024	58.02
PA WARN	08/12/2024	38.00
Pace Analytical Services, LLC	08/12/2024	2,408.11
Penelec	08/12/2024	252.04
Penelec	08/12/2024	20.20
Penelec	08/12/2024	43.15
Penelec	08/12/2024	20.97
Penelec	08/12/2024	1,488.92

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Peoples	08/12/2024	22.29
Portage Area Sewer Authority	08/12/2024	132,063.79
Portage Auto Parts	08/12/2024	27.86
Pro Disposal, Inc	08/12/2024	182.70
Stager's Store	08/12/2024	377.61
The KSA Group, LLC	08/12/2024	5,000.00
Univar USA, Inc	08/12/2024	5,713.06
Verizon	08/12/2024	112.80
Visa - 1st Summit	08/12/2024	1,205.54
Starlink ACH	08/18/2024	500.00
CMPA	08/21/2024	1,000.00
Cory Bourne	08/21/2024	100.00
Mark Knopp	08/21/2024	300.00
Martin Oil Company	08/21/2024	56.26
Pace Analytical Services, LLC	08/21/2024	655.10
RDM-Johnstown LLC	08/21/2024	152.00
REA Energy Cooperative Inc.	08/21/2024	478.51
Ryan Weakland	08/21/2024	300.00
Sheetz Fleet Service	08/21/2024	587.77
United Rentals	08/21/2024	4,684.68
UPMC Health Plan	08/21/2024	5,445.35
UPMC Health Plan	08/21/2024	151.90
Dino Scarton.	08/22/2024	45.00
Mark Stancovich	08/22/2024	45.00
Scott Yetsko	08/22/2024	45.00
Thomas Riskus	08/22/2024	45.00
John M. Bilchak	08/22/2024	45.00
		\$318,567.01

Scott Yetsko motioned; John Bilchak seconded to approve the August 2024 invoices for \$318,567.01. MOTION CARRIED 5/0

VII. TREASURER'S REPORT

Scott Yetsko motioned; John Bilchak seconded to approve the August 2024 Treasures Report for \$1,673,699.68. MOTION CARRIED 5/0

VIII. SUPERINTENDENT REPORT

- **Leaks** – Three leaks to report. 127 Munster Rd, 501 Blair Street, 1208 Jefferson Ave.
- **New Taps** –No new taps.
- **Plants** – No update since the last meeting regarding the generator at Martindale.
- **Vehicles** –As of the last meeting, the Old Unit #6 reached a max bid of \$9,901.00. The winner was interested in visiting to inspect the truck, but did not show. The board and superintendent discussed other possible options to sell the truck.

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- **Lead & Copper Survey** – The lead and copper reporting needs completed before October 16th. The superintendent is working with The EADS Group to finish. The winner of the Meter Survey is 115 Elm Aly Rd, Cassandra, PA 15925 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. The engineer needs specific rules and regulations completed before November 2024 to apply for permits.
- **911 Caldwell** – No update.
- **Pipe Yard**- No update.
- **Budget**- The board would like three (3) possible dates for the budget workshop to be held and adjusted as the participants' schedules allow.
- **Billing Software**- The office reached out to Munilink regarding a new and updated billing software.

IX. **FORESTER REPORT**- No update.

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 December 9, 2024, and continue every three months thereafter.
- 2a. **New Plants** – The EADS Group would like to schedule visits to local water treatment plants, possibly Somerset and Altoona.
3. **Waterline and Water Meter Replacement Project** – The engineer plans to submit the permits to Portage Township and Portage Borough by the end of September, early October 2024
4. **BAMR Waterline Project** – No update.
5. **Well Drilling in Martindale** – The land owners will need contacted regarding the Zone 1 agreements.
7. **Withdrawal Permit** – A message to inquire the status of the withdrawal permit was placed the week of September 16, 2024.
8. **Task Order 2(NPDES Renewal)** – The sampling for NPDES renewal is complete and submitted the week of September 16, 2024.
9. **Task Order 3(Ward 3)** –The modeling is still ongoing. When complete, the results will be discussed with the superintendent.
10. **Service Line Inventory** – Inventory is due October 16, 2024 to DEP.

XI. **KSA REPORT**

- **Army Corps of Engineers- 313 South Central PA Funding:** Travis, Chuck, and Joe had several meetings to discuss eligible projects for this grant. The letter of intent is ready to submit, pending the cost estimates from Somerset Well for well cleaning.
- **PEMA- High Hazard Dams Grant-Martindale Reservoir:** No update. Still waiting to hear back from Ken Roberts.
- **Statewide Local Share Accounts (LSA):** Applications are currently open and due on November 30, 2024. A meeting will need scheduled to discuss and identify eligible projects.
- **PA Sites:** Not currently open but could be announced at any time. A meeting will need scheduled to discuss and identify eligible projects.

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- **SWPA-HUB:** Travis contacted the SWPA-HUB organization to talk about other potential funding sources and resources for the Portage Water Authority projects. A meeting will be set up as soon as dates are shared by SWPA-HUB.

XII. **SOLICITOR'S REPORT**

Mark Stancovich motioned; Scott Yetsko seconded to approve the Well Head Protection for Angel's Coal & Rakar property, and the Well Drilling Easement for Smith & Custer property. MOTION CARRIED: 5/0

XIII. **UNFINISHED BUSINESS**

XIV. **NEW BUSINESS**

XV. **ADJUSTMENTS FOR THE MONTH-** Chuck Onder-123 Mitchell Rd, Kenneth Carney-920 Conemaugh Ave.

Mark Stancovich motioned; Thomas Riskus seconded to approve the aforementioned adjustments. MOTION CARRIED: 5/0

The board convened at 6:43 P.M. for an executive session to discuss professional services and reconvened at 7:03 P.M.

Scott Yetsko motioned; John Bilchak seconded to approve the lease agreement with The Portage Area Sewer Authority. MOTION CARRIED: 5/0

Scott Yetsko motioned; Thomas Riskus seconded to approve Amber Malzi and Charles Gouse access to all information regarding the Municipal Authority of the Borough of Portage Water Department bank accounts within the Somerset Trust Company and access to online banking. MOTION CARRIED: 5/0

XVI. **ADJOURNMENT**

Thomas Riskus motioned; Mark Stancovich seconded to adjourn the meeting at 7:04 P.M. MOTION CARRIED 5/0

Respectfully Submitted,
Amber Malzi