

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**  
**Joe Beyer, The EADs Group**  
**Toby McIlwain, Solicitor- absent**  
**Amber Malzi, Administrative Assistant**

**Visitors-** Scott Baker (Munilink), Travis Hutzell (KSA Group), Nancy Yingling, Todd Niper, Jack & Bonnie Rakar

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** – **Scott Baker** of Munilink provided the board with a presentation of the billing system, Munilink.

**Nancy Yingling** of 1405 Gillespie Ave is concerned about high water readings. For August 2024, the consumption was 3000 gallons and September 2024 was 3900 gallons. Ms. Yingling has begun documenting her water readings by capturing a picture of the water meter multiple times a day. Nancy was advised of the possibility of a leak or using more water during the dry summer months. She believes that neither have affected her and insist the readings are wrong. The photos Ms. Yingling provided to the board also matched the meter readings the PWA provides for her billing. The superintendent and engineer explained what happens when a water meter begins to fail or wear out over time. The meter will not cause the usage to increase, but will instead under read the actual usage, i.e. more water usage at a lower cost. Chairman Scarton suggested Ms. Yingling request a billing adjustment for the month of September. Unfortunately, the water portion of Ms. Yingling bill is \$51.78 and will not meet the requirements of an adjustment. A new Metron-Farnier meter will be installed at Ms. Yingling residence promptly where she will be able to monitor her water usage with the water scope app if she so chooses.

**Todd Niper, Jack and Bonnie Rakar** are concerned about the well drilling being conducted around their property with a main concern of how it will effect their private wells. This is their only source of water to their residences. The engineer, Joe Beyer, informed all of them this is being conducted by DEP. Mr. Beyer tried to assure Mr. Niper, Mr. and Mrs. Rakar if drilling for the new plant would impact the residence in any way, DEP would move on to another location and try again. The new well must meet certain requirements before the location would be finalized. Chairman Scarton informed the visitors the Portage Water Authority is weighing all options and asking for support from DEP regarding the next direction to move.

Mr. and Mrs. Rakar would like the well moved further off their property and have concerns about losing portions of their property. The superintendent informed the Rakar's the well will not be on their property and instead will be located on J.D. Custer's property. The easement regarding the Rakars' property would be a Well Protection Area, meaning they are not permitted to place any toxic materials in the protected area that could potentially contaminate the well.

III. **PERSONS REQUESTING BE ADDED TO AGENDA** -None

IV. **COORESPONDENCE** The chairman acknowledged (2) two letters from Don Squillario of the Portage Sewer Authority. The first regarding the Shared Service and Equipment Agreement, and the second is to inform the PWA board the Sewer has decided to vacate the location at 606 Cambria Street by December 31, 2024.

V. **APPROVAL OF MINUTES**

**Thomas Riskus motioned; John Bilchak seconded to approve the September 19, 2024**

**Regular Meeting. MOTION CARRIED: 5/0**

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VI. INVOICES

**PAID INVOICES 09/01/2024 TO 09/30/2024**

PENNVEST #12638	09/01/2024	3,896.36
Amazon Capital Services	09/03/2024	187.39
Bob Biter Electrical Enterprise, Inc.	09/05/2024	306.00
Borough of Portage	09/05/2024	16,454.61
Cambria Mailing Services, Inc.	09/05/2024	208.84
Cummins Sales & Service	09/05/2024	6,263.82
Davis Excavating LLC	09/05/2024	1,030.00
EADs Group	09/05/2024	44,058.34
EmB Computing	09/05/2024	165.00
Get Through communications	09/05/2024	275.31
Hach	09/05/2024	3,414.08
Martin Oil Company	09/05/2024	270.78
Michael McCoy	09/05/2024	100.00
Mosholder Insurance Agency	09/05/2024	8,688.00
Pace Analytical Services, LLC	09/05/2024	105.50
Penelec	09/05/2024	473.31
Penelec	09/05/2024	105.63
Peoples	09/05/2024	21.61
Portage Area Sewer Authority	09/05/2024	112,948.27
Portage Auto Parts	09/05/2024	15.88
Portage Service Center	09/05/2024	374.10
Ronald Ramus	09/05/2024	100.00
Verizon	09/05/2024	235.26
Pro Disposal, Inc	09/05/2024	182.70
Stager's Store	09/05/2024	31.12
USDA Rural Development	09/12/2024	16,051.00
Cambria Systems, Inc.	09/12/2024	10,125.00
EmB Computing	09/12/2024	130.00
Hach	09/12/2024	28.70
Hach	09/12/2024	735.26
Long Barn Inc. II	09/12/2024	275.18
PA One Call System, Inc.	09/12/2024	133.01
Pace Analytical Services, LLC	09/12/2024	10,028.40
Penelec	09/12/2024	20.79
Penelec	09/12/2024	20.80
Penelec	09/12/2024	1,673.34
Ray Oil & Gas Co	09/12/2024	33.00
The KSA Group, LLC	09/12/2024	5,000.00

606 Cambria St.  
Portage, PA 15946

UPMC Health Plan	09/12/2024	5,445.35
UPMC Health Plan	09/12/2024	151.90
Verizon	09/12/2024	113.00
Starlink ACH	09/17/2024	500.00
Visa - 1st Summit	09/19/2024	167.26
Alexis Smith	09/19/2024	100.00
CMPA	09/19/2024	1,000.00
Dino Scarton.	09/19/2024	45.00
Grainger	09/19/2024	608.62
John M. Bilchak	09/19/2024	45.00
Keith Orris	09/19/2024	100.00
L. B. Water Service, Inc.	09/19/2024	2,858.55
Mark Stancovich	09/19/2024	45.00
Martin Oil Company	09/19/2024	225.15
Mary L. Elchin	09/19/2024	200.00
Pace Analytical Services, LLC	09/19/2024	758.50
Scott Yetsko	09/19/2024	45.00
Sheetz Fleet Service	09/19/2024	508.59
Thomas Riskus	09/19/2024	45.00
REA Energy Cooperative Inc.	09/30/2024	1,032.56
		<b>258,160.87</b>

Scott Yetsko motioned; Mark Stancovich seconded to approve the September 2024 invoices for \$258,160.87. MOTION CARRIED 5/0

VII. **TREASURER’S REPORT**

Mark Stancovich motioned; Thomas Riskus seconded to approve the September 2024 Treasures Report for \$1,656,091.25. MOTION CARRIED 5/0

VIII. **SUPERINTENDENT REPORT PROVIDED BY CHARLES GOUSE**

- **Leaks** – None to report.
- **New Taps** –No new taps.
- **Plants** – The Martindale roof has begun leaking in multiple areas and will need repaired promptly. The board discussed the biding options. The furnace at Benscreek plant was serviced for the upcoming winter season. During that time, the furnace was found not to be in proper working conditions and will need replaced or repaired. Superintendent discussed the possible new furnace options.
- **Vehicles** – The old Unit 6 was bought and sold to the new owner.
- **Health Insurance Renewal**- The employee health insurance is ready to renew as of December 1, 2024. The board would like to approve the renewal after the budget workshop.
- **Billing Software**- The possibility of changing billing software is tabled until the next meeting.

606 Cambria St.  
Portage, PA 15946

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

X. **ENGINEER'S REPORT PROVIDED BY JOE BEYER**

**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. The Portage Water Authority received a Consent Order Agreement from DEP on October 10, 2024. The consent order outlines the violations related to Combined Filter Effluent turbidity monitoring and automatic shutdowns. Mr. Beyer read the drafted proposal the Water Authority would incorporate to meet DEPs criteria. DEP would like the Benscreek plant to be staffed (24) twenty-four hours a day. The engineer suggests cutting the lines of surface water and rely solely on ground water from the well to stop the need of 24-hour staffing at Benscreek plant. At Martindale plant, the water authority proposes processing surface water only when employees continuously remain at the facility. During the remainder of the time, surface water is not used, but instead, only ground water. The facilities should meet the criteria of PA code-109-602, to not being staffed continuously. The chairman suggests not cutting the lines due to expenses of reconnection in the future. Instead, the chairman would like the lines capped or the valves closed.

**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 submitted the Highway Occupancy Permits to Portage Township on September 6, 2024 and Portage Borough on September 9, 2024. The 102(NPDES) and 105(general permits will be submitted the following week. Mr. Beyer will meet with Solicitor McIlwain regarding the easements and the agreement with Northfolk Southern Railroad before the permits are submitted.

**4. BAMR Waterline Project** – No update. Michael Haney sent an email on October 1, 2023, and will provide future dates to meet about grants.

**5. Well Drilling in Martindale** – No update.

**7. Withdrawal Permit** – No update.

**8. Task Order 2(NPDES Renewal)** – No update.

**9. Task Order 3(Ward 3)** –The modeling is still ongoing. When complete, the results will be discussed with the superintendent.

**10. LSA Grant-** KSA Group will submit for the Well Cleaning and new pumps. The resolution will need approval, a signature, and the matching fund letters.

**11. Lead and Copper Inventory-** The inventory submitted on October 16, 2024.

**12. Martindale Dam Inspection-** The fieldwork completed on September 27, 2024. Mr. Beyer will complete and submit the report prior to December 31, 2024.

XI. **KSA REPORT PROVIDED BY TRAVIS HUTZELL**

- **Army Corps of Engineers- 313 South Central PA Funding:** The quotes for well cleaning were received. The letter of intent will need submitted to ACOE. Travis informed the Board to submit a list of other eligible projects.
- **PEMA- High Hazard Dams Grant-Martindale Reservoir:** No update.
- **Statewide Local Share Accounts (LSA):** Applications are currently open and due on November 30, 2024. Resubmitting 2023 LSA pending funding announcement results for the Shady Springs Waterline. Travis informed the Board to submit a list of other eligible projects.
- **PA Sites:** Grant funding is currently open. Rolling quarterly due dates are December 31, March 3, June 30, and September 30. Travis informed the Board to submit a list of other eligible projects.

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Portage, PA 15946

- **PA Small Water & Sewer** - The PA Small Water and Sewer will be open in the near future.
- **SWPA-HUB:** Travis and Joe had a conference call with Megan Zeigler from SWPA Hub on October 11, 2024. They discussed the current needs and projects. Currently, there is no construction funding open. Two EPA grants for technical assistance are both due November 25<sup>th</sup>, 2024. Megan will report back after she does some more research on available funding.

Chairman Scarton would like Joe Beyer to supply Travis Hutzell with the 10-year plan.

- XII. **SOLICITOR'S REPORT** –The solicitor was not present at the meeting. Solicitor McIlwain did provide the easements prior to the meeting.
- XIII. **UNFINISHED BUSINESS**  
**New Copier-** The Water Authority decided not to move forward with purchasing a new copier at this time.
- XIV. **NEW BUSINESS**  
**Scott Yetsko motioned; Mark Stancovich seconded to approve the purchase of a new furnace at Martindale plant in amount of \$6050.00. MOTION CARRIED: 5/0**  
  
**Mark Stancovich motioned; Thomas Riskus seconded to approve the Superintendent authority to accept (3) three quotes for a new metal roof a Martindale plant, not to exceed \$18,500.00.**
- XV. **ADJUSTMENTS FOR THE MONTH-** Carolyn Hopper-316 Shady Springs, Shania Shultz-401 Mountain Ave, Sharon Mahan(Brookside Manor)-1026 Line Rd  
**Thomas Riskus motioned; John Bichak seconded to approve adjustments for Ms. Hopper and Ms. Shultz. MOTION CARRIED: 5/0**  
  
Ms. Mahan did not meet the qualifications for an adjustment due to receiving an adjustment less than 36-months ago.
- XVI. **ADJOURNMENT**  
**Thomas Riskus motioned; Mark Stancovich seconded to adjourn the meeting at 8:22 P.M. MOTION CARRIED 5/0**

Respectfully Submitted,  
Amber Malzi