

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  
Amber Malzi, Administrative Assistant

Visitors- Steve Seawalk

- I. **CALL TO ORDER** – Chairman Scarton called the meeting to order at 6:15 p.m., followed by the Pledge of Allegiance and Roll Call.

Executive session held from 5:50P.M to 6:15 P.M. prior to the start of the meeting regarding personnel, rate structures for 2025 calendar year, and pending litigation.

- II. **PUBLIC PARTICIPATION** – None

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

- IV. **CORESPONDENCE**

- V. **APPROVAL OF MINUTES**

Scott Yetsko motioned; Thomas Riskus seconded to approve the October and November 2024 regular meeting minutes. MOTION CARRIED: 5/0

- VI. **INVOICES**

**PAID INVOICES 11/01/2024 TO 11/30/2024**

PENNVEST #12638	11/01/2024	3,896.36
Amazon Capital Services	11/03/2024	1,648.99
USDA Rural Development	11/12/2024	16,051.00
Borough of Portage	11/13/2024	16,600.89
Cambria Mailing Services, Inc.	11/13/2024	215.42
Commonwealth of PA	11/13/2024	3,000.00
E.MAP - Billing Dept.	11/13/2024	50.00
EmB Computing	11/13/2024	276.00
Get Through communications	11/13/2024	276.60
Grainger	11/13/2024	86.20
Martin Oil Company	11/13/2024	464.98
Mosholder Insurance Agency	11/13/2024	9,126.00
PA One Call System, Inc.	11/13/2024	24.40
Pa Rural Water Association	11/13/2024	55.00
Pace Analytical Services, LLC	11/13/2024	100.80
Penelec	11/13/2024	54.87

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Penelec	11/13/2024	93.35
Penelec	11/13/2024	22.52
Penelec	11/13/2024	20.45
Penelec	11/13/2024	1,518.30
Portage Area Sewer Authority	11/13/2024	121,733.13
Portage Auto Parts	11/13/2024	11.84
Portage Chevrolet Buick	11/13/2024	266.61
Pro Disposal, Inc	11/13/2024	182.70
RPM SIGNS	11/13/2024	95.00
Stager's Store	11/13/2024	60.12
The KSA Group, LLC	11/13/2024	5,000.00
Tire Shop	11/13/2024	28.00
Tri-State Instruments	11/13/2024	1,094.40
Verizon	11/13/2024	91.02
Visa - 1st Summit	11/13/2024	1,985.13
Starlink ACH	11/17/2024	500.00
Sheetz Fleet Service	11/19/2024	339.60
CMPA	11/22/2024	1,000.00
Dino Scarton.	11/22/2024	45.00
EmB Computing	11/22/2024	262.50
FERGUSON WATERWORKS #920	11/22/2024	1,512.69
John M. Bilchak	11/22/2024	45.00
Long Barn Inc. II	11/22/2024	37.60
Mark Stancovich	11/22/2024	45.00
New Enterprise Stone & Lime Co Inc.	11/22/2024	407.13
quadiant	11/22/2024	213.04
Scott Yetsko	11/22/2024	45.00
Thomas Riskus	11/22/2024	45.00
Tierney Reeder	11/22/2024	100.00
United Rentals	11/22/2024	4,684.68
UPMC Health Plan	11/22/2024	12,477.91
Water Service Professionals	11/22/2024	2,133.00
Wessel & Company	11/22/2024	9,500.00
REA Energy Cooperative Inc.	11/30/2024	705.71
		<b>218,228.94</b>

**Mark Stancovich motioned; John Bilchak seconded to approve the November 2024 invoices for \$218,228.94. MOTION CARRIED 5/0**

**VII. TREASURER'S REPORT**

**Scott Yetsko motioned; Thomas Riskus seconded to approve the November 2024 Treasures Report for \$1,530,548.74. MOTION CARRIED 5/0**

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

1. **Leaks** – There were a few significant leaks during the month of November, particularly on Munster Rd. The Portage Water Authority employees repaired the leak the week of December 9<sup>th</sup>. The superintendent reported, major leaks would continue until the old lines are replaced during upcoming projects.
2. **Plants** – The DEP COA was discussed at a meeting between the solicitor, the engineers, PWA, and DEP. The concrete at the Martindale spillway is deteriorating and needs extensive repairs. Mr. Gouse provided a quote from National Gunitite for the spillway and reached out to the KSA Group to help find ways to fund the needed repairs.
3. **Vehicles** – The board questioned the options for Unit # 6 (old dump truck). Mr. Yetsko suggested selling on Municibid, so the cost of maintenance would no longer be a concern.

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 authority received a Notice of Violation dated September 15, 2022 for not completing the work on prior violations. The authority issued a Tier 2 Public notice. The next public notice will need issued by March 9, 2025, and continue every three months thereafter.
- 2a. **New Plant(s) COA** – Mr. Beyer spoke with PADEP on October 24, 2024 about the PWA Consent Order Agreement. The major concern the MAPD had was having manpower 24/7 at both plants. It was suggested to DEP that the Authority would clean both wells and replace the pumps. At which time after, would propose to use ground water only. DEP is okay with ground water only, as long as MABP provides information to meet 4-log for groundwater and provide well information to them for review. After DEP reviewed the information, a call was held on November 14, 2024. DEP has agreed to move forward with well cleaning and the required modifications. The well project will require permits if doing a chemical cleaning changing the size of the pumps. In the meantime, DEP has a form regarding the 4-log treatment of viruses for groundwater sources, the MABP needs to complete for review.
- 2b. **Plant Feasibility Study**- The study is ongoing. The study can be finalized and presented for the site and layout after we determine what will happen when existing wells are cleaned and see what happens with potential new wells.

**3. Waterline and Water Meter Replacement Project –**

Permits Submitted

- Submitted Portage Township HOP 9/6/24
- Submitted Portage Borough HOP 9/9/24
- Cambria County Conservation District E7S 10/22/24
- PADEP Chapter 102 (NPDES) and 105 (general permits) 10/22/24

Permits Requiring Submission

- PADOT HOP
- Norfolk Southern Railroad
- UER

Easements (6) sent to solicitor for agreements and signature.

A few permits were returned from Portage borough. The solicitor will send the easements to Norfolk Southern. UER will submit all of the easements when they signed and approved in March 2025. The Pennvest application will be completed and submitted on March 7, 2025 for the board meeting of April 23, 2025.

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**TENTATIVE SCHEDULE**

<u>PHASE TIME</u>	<u>FRAME DESIGN</u>
Design	JANUARY 2025
Permits	February 2025
UER/Easements	March 2025
Pennvest	May 2025      May 7th Pennvest App Due
Bid Ready	July 2025
Bid	August 2025
Construction	September 2025
Complete	September 2026

**4. BAMR Waterline Project** – No update.

**5. Well Drilling in Martindale** – No update. Current status- waiting for easement drawings from their engineer, then the solicitor can get the agreements signed.

**6. Interconnection with HSWA-** Met with HSWA and Mr. Gouse to discuss the interconnection. This was done to show information to DEP if necessary. HSWA will look for an agreement for purchasing water and using the interconnect, if possible. If they do not find an agreement, one will need to be written. HSWA will provide information on potentially using a solenoid valve to control the flow if interconnection is used. They also discussed abandoning a portion of their line through Portage and PADEP decreasing allocation on their reservoir.

**7. Task Order 2(NPDES Renewal)** – Benscreek - have not received any comments back on the submission, however, discussed the current permit and limitations of certain pollutants that are sampled for. Spoke to Jeremy Miller and Jace Marsh both from (DEP). Jeremy recommends the lagoon be cleaned out possibly in spring. The reason for the additional sampling was DEP had this as a new facility (not correct), however, MABP should have questioned why the additional samples were to be taken. They would like to get this cleared up prior to renewing the permit in February. Jace talked about possibly ruling back the limits that were initiated in the prior renewal.

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

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

**10. Well Cleaning and Pump Replacement (Task Order 4)** - Mountain Research is waiting for MABP to complete PFAS testing so they can begin the well cleaning.

**11.** PADOT permit for Munster Road.

After the report was finished, Mr. Seawalk and Mr. Beyer informed the board the significance of the DEP COA and what the costs would be for a new plant. Once the COA is signed, the requirements of the consent order would be in place and need executed. Chairman Scarton would like a public meeting held when the time comes to make the final decision.

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

**LSA-Maintenance Equipment, Hydrant Upgrades, and Shady Springs Rd Water Line-**After the resolutions were completed, the applications were submitted November 29, 2024. KSA will follow up with legislative letters of support and lobbying.

**Section 313 Main Street Waterline Project, Turbidity Meters, and Washington Ave & Lee Street Waterline Projects-** The letter of intent was completed and submitted upon signature. KSA will follow up with legislative letters of support and lobbying. LOI submitted on December 3, 2024.

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**USDA Community Facilities- New Garage and Building Renovations-** Mr. Hutzell contacted the South West Regional office to discuss project eligibility. The call scheduled for November 11, 2024.

**SWPA Regional Hub-Dam Feasibility Study and Emergency Action Plan-** Mr. Hutzell contacted Megan Zeigler at SWPA Hub to discuss resources for planning projects.

**PA Small Water and Sewer-** Projected to be released in December.

**Portage Spillway Emergency Project-** Submitted funding request to AmeriServ Bank, USDA, ACOE, SWPA Hub, Rep. Rigby, and Sen. Langerholc.

XII. **SOLICITOR'S REPORT PROVIDED BY ATTY TOBY MCILWAIN**

**Allegheny Ridge Repower-** Solicitor McIlwain has received the easement agreement that need worked through.

XIII. **UNFINISHED BUSINESS**

**Muni-Link-** The solicitor was able to negotiate the necessary contract changes with Muni-Link and is ready for approval.

**Thomas Riskus motioned; John Bilchak seconded the approval to switch the billing software to Muni-Link. MOTION CARRIED: 5/0**

**2025 Budget**

**Scott Yetsko motion; Thomas Riskus seconded to approve the 2025 Budget with a 2% rate increase for water usage. MOTION CARRIED: 5/0**

**Rules & Regulations-** After discussion with the solicitor, the new Rules & Regulation are not ready and are tabled at this time.

**2025 Meeting Dates**

**Mark Stancovich motioned; Scott Yetsko seconded to approve and advertise the 2025 meeting dates along with the any special meetings and workshops. MOTION CARRIED: 5/0**

**Employee Vacations**

**John Bilchak motioned; Scott Yetsko seconded to approve Donald Moore to carry over three (3) weeks of vacation into 2025. MOTION CARRIED: 5/0**

XIV. **NEW BUSINESS**

XV. **ADJUSTMENTS FOR THE MONTH-** Larry Raptosh- 806 Hammers St., Richard Alexander- 342 Shady Springs Rd., Devon Mathieson- 379 Plane Rd., Derrick Lewis & Molly Dixon-608 Makin St., Dave Burkett- 601 Makin St.

**Mark Stancovich motioned; Scott Yetsko seconded to approve adjustments for Mr. Raptosh, Mr. Alexander, and Mr. Burkett. MOTION CARRIED: 5/0**

Devon Mathieson, and Derrick Lewis & Molly Dixon do not meet the qualifications for an adjustment.

XVI. **ADJOURNMENT**

**Scott Yestko motioned; Thomas Riskus seconded to adjourn the meeting at 8:03 P.M. MOTION CARRIED 5/0**

Respectfully Submitted,  
Amber Malzi