

**MUNICIPAL AUTHORITY OF THE
BOROUGH OF PORTAGE**

**REGULAR MEETING
February 20, 2025**

**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, Josh Nider, Meghan Freidhof

- 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** -Meghan Freidhof from Wessel & Co. reviewed the audit of the 2023 financials.
- IV. **COORESPONDENCE**
- V. **APPROVAL OF MINUTES**
Mark Stancovich motioned; Thomas Riskus seconded to approve the 2025 Reorganization & January 2025 regular meeting minutes. MOTION CARRIED 5/0
- VI. **INVOICES**

PAID INVOICES 01/01/2025 TO 01/31/2025

PENNVEST #12638	01/01/2025	3,896.36
Borough of Portage	01/06/2025	16,853.53
Cambria Mailing Services, Inc.	01/06/2025	1,215.90
DAMIN PRINTING	01/06/2025	11.00
EADs Group	01/06/2025	37,937.16
FERGUSON WATERWORKS #920	01/06/2025	75.96
Get Through communications	01/06/2025	275.97
L. B. Water Service, Inc.	01/06/2025	502.10
Larry & Dawn Raptosh	01/06/2025	58.67
Martin Oil Company	01/06/2025	40.78
Martin Oil Company	01/06/2025	146.08
Mosholder Insurance Agency	01/06/2025	8,688.00
PA One Call System, Inc.	01/06/2025	25.75
Pace Analytical Services, LLC	01/06/2025	349.50
Penelec	01/06/2025	197.79
Peoples	01/06/2025	396.14
Philip Mazzaresse	01/06/2025	200.00
Portage Auto Parts	01/06/2025	11.47
Pro Disposal, Inc	01/06/2025	195.50
Rave Mobile Safety	01/06/2025	1,431.13
Samantha Young	01/06/2025	100.00

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Stager's Store	01/06/2025	122.06
Amazon Capital Services	01/07/2025	184.27
Mary L. Elchin	01/08/2025	200.00
Visa - 1st Summit	01/10/2025	687.06
USDA Rural Development	01/13/2025	16,051.00
Curry Fluid Power	01/16/2025	4.38
Dino Scarton.	01/16/2025	45.00
EmB Computing	01/16/2025	264.00
ESRI	01/16/2025	700.00
John M. Bilchak	01/16/2025	45.00
Long's Equipment	01/16/2025	51.00
Long Barn Inc. II	01/16/2025	90.95
Mainline Newspaper	01/16/2025	56.50
Mark Stancovich	01/16/2025	45.00
Martin Oil Company	01/16/2025	1,926.34
Metron-Farnier, LLC	01/16/2025	1,108.99
Muni-Link	01/16/2025	8,500.00
Pace Analytical Services, LLC	01/16/2025	471.50
Penelec	01/16/2025	19.70
Penelec	01/16/2025	26.31
Penelec	01/16/2025	1,930.27
PMAA	01/16/2025	1,388.18
PMAA Insurance Program	01/16/2025	301.73
PMRS	01/16/2025	4,780.00
Portage Service Center	01/16/2025	161.25
Randall Motor Company	01/16/2025	112.31
Scott Yetsko	01/16/2025	45.00
The KSA Group, LLC	01/16/2025	5,300.00
Thomas Riskus	01/16/2025	45.00
United Rentals	01/16/2025	4,684.00
UPMC Health Plan	01/16/2025	210.02
UPMC Health Plan	01/16/2025	8,490.24
Verizon	01/16/2025	119.57
Verizon	01/16/2025	236.60
Starlink ACH	01/17/2025	500.00
Sheetz Fleet Service	01/17/2025	435.63
Comcast	01/24/2025	458.77
Amber Malzi	01/28/2025	400.00
Anthony Thompson	01/28/2025	400.00
Caden Crum.	01/28/2025	400.00

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Cambria Mailing Services, Inc.	01/28/2025	1,199.44
Charles Gouse	01/28/2025	400.00
Donald Moore, Sr.	01/28/2025	400.00
EADs Group	01/28/2025	43,815.91
FERGUSON WATERWORKS #920	01/28/2025	4,854.30
Jennifer Breedlove	01/28/2025	100.00
Mark Kennedy	01/28/2025	400.00
Mark Knopp	01/28/2025	400.00
Martin Oil Company	01/28/2025	858.18
Metron-Farnier, LLC	01/28/2025	5,059.30
Mosholder Insurance Agency	01/28/2025	876.00
Muni-Link	01/28/2025	8,500.00
PA Department of Enviromental Protection	01/28/2025	10,000.00
Pace Analytical Services, LLC	01/28/2025	255.70
PAUL MAUL ELECTRIC	01/28/2025	400.00
quadiant	01/28/2025	177.88
RDM-Johnstown LLC	01/28/2025	582.67
Verizon Wireless	01/28/2025	242.65
REA Energy Cooperative Inc.	01/31/2025	1,891.21
		214,019.66

Scott Yetsko motioned; John Bilchak seconded to approve the December 2024 invoices totaling \$187,451.12 and January 2025 invoices totaling \$214,019.66. MOTION CARRIED: 5/0

VII. **TREASURER'S REPORT**

John Bilchak motioned; Thomas Riskus seconded to approve the January 2025 Treasures Report for \$1,601,555.00. MOTION CARRIED: 5/0

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

1. **Leaks** – The superintendent continues to work with the engineers and the Pennsylvania Rural Water Association to locate and repair leaks.
2. **Plants** – The insurance company continues to send payments for reimbursement towards the generator at Martindale until the new one is complete.

IX. **ENGINEER REPORT PRRIVIED BY JOE BEYER**

1. Emergency Action Plan (EAP) (no update)
The Location Map submitted satisfies requirements for now according to Ryan Knarr (PADEP). Other information will need submitted after “new” requirements are determined, probably will know what these are early 2019.
2. Notice of Violations:
Authority received a Notice of Violation dated 9/15/22 for not completing the work on prior violations. The Authority issued a Tier 2 Public Notice. The next date for issuing another notice shall be no later than **March 9, 2024** (every 3 months).

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2a New Plant(s) COA

- DEP sent a COA on 2/10/2025 – have a meeting scheduled for 2/24/25 at 9am

2b Plant Feasibility study

- (on going) can finalize this and present options for site and layout after we determine what will happen when existing wells are cleaned and see what happens with potential new well(s).

3. Waterline and Water Meter Replacement Project

- Permits submitted
 - Submitted Portage Twp. HOP 9/6/24
 - Submitted Portage Boro HOP 9/9/24 addressing comments to resubmit.
 - Cambria County Conservation District E&S 10/22/24
 - PADEP Chapter 102 (NPDES) and 105 (general permits) 10/22/24 102 comments addressed, submitted 1/9/2025. 105 to be addressed soon.
 - PADOT HOP 12/02/24 – have comments to address.
- Permits/Items requiring submission
 - Norfolk Southern Railroad – provided information to solicitor to submit on Authority's behalf. Will provide updated information for PUC crossings
 - UER will submit once all permits are approved (March) and easements obtained.
 - Pennvest application will be submitted for May 7, 2025 for a board meeting of 4/23/25
- Easements (6) – have any been signed and returned?
- Meter pit rules and regulations (status)
- Tentative schedule

<u>PHASE</u>	<u>TIME FRAME</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)

- Application submitted 8/25/2023 for the AML/AMD Grant Program, not selected for funding.
- Michael Haney sent email 10/1/2024 – is going to provide some dates to meet about this again.

5. Well Drilling in Martindale (no update)

- Tentative Schedule: – **(2/29/24)** 3) prepare well drilling specifications, solicitation of cost quotations, and hiring of a drilling contractor – **(3/31/24)** 4) prepare test well drilling pad design and specifications and hiring of a contractor – **(3/31/24)** 5) Supervision of test well installations and preliminary aquifer testing – **(5/31/24)** 6) preparation and submission of the PADEP predrilling plan

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- (6/30/24) 7) supervision of production well construction – (7/31/24) 8) preparation of PADEEP aquifer testing plan – (8/31/24) 9) production well aquifer testing – (10/31/24) 10) final project report – (12/31/24)
- Status: Waiting for easement drawings from their engineer, then solicitor can get agreements signed.
- 6. Inter connection with HSWA – met with HSWA and Chuck to discuss the interconnection. Did this so we will have information available to present to DEP if necessary. They will look for an agreement for purchasing water and using the interconnect – if they cannot find anything, one may need to be written. They will provide information on potentially using a solenoid valve to control the flow if interconnect is used. Also talked about them abandoning a portion of their line thru Portage and PADEP decreasing their allocation on their one reservoir. Will need to get info on how much water is needed.
- 7. NPDES renewal for Benscreek and Martindale Plants (Task Order 02)
 - Received “draft” NPDES permits for both plants 2/5/2025. Sent DEP letters (2/13/25) requesting changes to permits. Martindale – we are requesting they remove all information pertaining to Aqueous Film Forming Foam (AFFF).
Benscreek – we are requesting the lagoon will be inspected periodically and cleaned once per year to prevent excess buildup of organic matter. They had in the permit it be inspected once per month and cleaned once per quarter. The previous strict limitations for ammonia-nitrogen and other parameters were removed.
- 8. Water System Modeling (Task Order 03)
 - Need discuss results with superintendent. Going to see if Benscreek and Martindale systems can be separate.
- 9. Well Cleaning and Pump Replacement (Mountain Research)
 - Since the Pump went out in Martindale, Mountain Research is on hold with coming to site until the drillers can be there to install pump and do their required work. He is to start working on bidding documents for the cleaning.
- 10. PA Small Water and Sewer \$30,000 - \$500,000 projects, there is a 15% match
Will pull information together for potential new PRV and/or solenoid valve vaults or retrofitting current vaults.

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

Mr. Hutzell was not able to attend the meeting. Mr. Gouse provided the report on Mr. Hutzell behalf. **LSA-Maintenance Equipment, Hydrant Upgrades, and Shady Springs Rd Water Line**-After the resolutions were completed, the applications were submitted November 29, 2024. KSA also provided 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.

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.

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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.

XI. **SOLICITOR REPORT PROVIDED BY ATTY TOBY MCILWAIN**

The solicitor has provided two new resolutions. The first pertains to the updated water meter policy and the second is to institute condemnation proceedings for the waterline replacement project.

XII. **UNFINISHED BUSINESS**

XIII. **NEW BUSINESS**

Scott Yetsko motioned; John Bilchak seconded to approve Resolution 2025-01 Water Meter Policy & Regulations. MOTION CARRIED: 5/0

Scott Yetsko motioned; Thomas Riskus seconded to approve Resolution 2025-01 Condemnation Proceedings for the Waterline Project. MOTION CARRIED: 5/0

XIV. **ADJUSTMENTS FOR THE MONTH-** Adam Skomra at 1209 Lincoln Drive did not meet the requirements for an adjustment.

Scott Yetsko motioned; Thomas Riskus seconded to approve the adjustments for. Ms. Wilcox at 170 Main St, Cassandra & Mr. Salyards at 127 Upper Rd. MOTION CARRIED: 5/0

John Bilchak motioned; Thomas Riskus seconded to enter executive session regarding legal matters. MOTION CARRIED: 6/0

The board convened for executive session at 6:55 P.M. and reconvened at 7:30P.M.

XV. **ADJOURNMENT**

Mark Stancovich motioned; Thomas Riskus seconded to adjourn the meeting at 7:30 P.M. MOTION CARRIED 5/0

Respectfully Submitted,
Amber Malzi