

**MUNICIPAL AUTHORITY OF THE
BOROUGH OF PORTAGE**

**REGULAR MEETING
May 15, 2025**

**606 Cambria St.
Portage, PA 15946**

BOARD MEMBERS PRESENT:

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

OTHERS PRESENT:

Charles Gouse, Superintendent
Joe Beyer, the EADs Group
Toby McIlwain, Solicitor
Amber Malzi, Administrative Assistant

Visitors- Josh Nider and Steve Seawalk- The EADS Group

- 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. **CORESPONDENCE** – None.
- V. **APPROVAL OF MINUTES** – April 2025 Regular meeting minutes were tabled.
- VI. **INVOICES**

PAID INVOICES 04/01/2025 TO 04/30/2025

PENNVEST #12638	04/01/2025	3,896.69
American Water Works Assoc.	04/01/2025	50.00
DAMIN PRINTING	04/01/2025	795.00
EADs Group	04/01/2025	47,444.68
Hach	04/01/2025	3,109.82
Martin Oil Company	04/01/2025	241.65
Metron-Farnier, LLC	04/01/2025	23,308.23
Mountain Research, LLC	04/01/2025	600.00
Peoples	04/01/2025	316.01
Pro Disposal, Inc	04/01/2025	195.50
Visa - 1st Summit	04/09/2025	775.53
Cambria Systems, Inc.	04/10/2025	603.70
Get Through communications	04/10/2025	310.89
PA One Call System, Inc.	04/10/2025	48.02
Portage Auto Parts	04/10/2025	105.15
Portage Service Center	04/10/2025	318.85
Univar USA, Inc	04/10/2025	4,181.00
Quadient Finance USA, Inc.	04/11/2025	500.00
Amazon Capital Services	04/15/2025	233.58
USDA Rural Development	04/16/2025	16,051.00
Sheetz Fleet Service	04/16/2025	591.11
Dino Scarton.	04/17/2025	45.00
EmB Computing	04/17/2025	264.00
FERGUSON WATERWORKS #920	04/17/2025	582.96
Hach	04/17/2025	16,140.46
John M. Bilchak	04/17/2025	45.00
Joseph Malosky	04/17/2025	163.86

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Mark Stancovich	04/17/2025	45.00
Martin Oil Company	04/17/2025	801.57
Mary L. Elchin	04/17/2025	300.00
Pace Analytical Services, LLC	04/17/2025	377.70
Patricia Odenthal	04/17/2025	100.00
Scott Yetsko	04/17/2025	45.00
Thomas Riskus	04/17/2025	45.00
Univar USA, Inc	04/17/2025	876.33
Verizon	04/17/2025	118.14
Starlink ACH	04/17/2025	500.00
Penelec	04/17/2025	36.16
RDM-Johnstown LLC	04/17/2025	1,125.83
SCANLAN ELECTRIC	04/17/2025	105.60
Smithmyer's Electronics Inc	04/17/2025	228.00
The KSA Group, LLC	04/17/2025	10,000.00
Toy Drilling, LLC.	04/17/2025	25,029.00
Penelec	04/17/2025	1,799.33
Penelec	04/17/2025	244.49
Penelec	04/17/2025	32.47
Penelec	04/17/2025	189.98
L. B. Water Service, Inc.	04/17/2025	10,079.49
quadient	04/22/2025	204.58
Metzler Auto, Truck & Trailer	04/23/2025	2,979.77
1st Summit Bank	04/28/2025	30.00
Cambria Mailing Services, Inc.	04/29/2025	1,174.80
Donald Benedict	04/29/2025	100.00
Hach	04/29/2025	1,633.28
Krohne Inc.	04/29/2025	3,527.29
L. B. Water Service, Inc.	04/29/2025	299.65
Pace Analytical Services, LLC	04/29/2025	377.70
Randall Motor Company	04/29/2025	126.92
Toy Drilling, LLC.	04/29/2025	9,326.50
UniFirst	04/29/2025	83.98
United Rentals	04/29/2025	4,684.68
Verizon Wireless	04/29/2025	234.67
UPMC Health Plan	04/30/2025	8,700.26
REA Energy Cooperative Inc.	04/30/2025	1,466.97
		\$207,947.83

Marks Stancovich motioned; Scott Yetsko seconded to approve the March 2025 invoices totaling \$207,947.83. MOTION CARRIED: 4/0

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VII. **TREASURER'S REPORT**

Scott Yetsko motioned; John Bilchak seconded to approve the April 2025 Treasures Report for \$1,756,077.74. MOTION CARRIED: 4/0

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

1. Leaks – The superintendent reports multiple 4-inch mains were repaired.
2. Meter Pit Policy- Meter pit installation continues.
3. Plants – The generator parts at Martindale replaced. Cummins will perform a load test before the generator is in service. The 12 –inch intake valve at Martindale plant needs repaired or replaced. Quotes for two options provided. Benscreek well cleaning and well pump are complete. Wiring needs installed from Benscreek well to the plant. Quotes for wiring provided.
4. Vacant Properties- See solicitors report.

IX. **FORESTER REPORT PROVIDED BY MIKE BARTON:**

Mr. Barton advised the timber prices are at a significant low at this time. Property owners at 1208 Puritan Rd reached out to the authority regarding property markers. According to the owners, property stakes were removed by the authority in 2011 during a water line replacement. Mr. Barton was waiting for direction from the PWA board before completing a survey. The board agreed the owners should have reached out to PWA in 2011 to have the property stakes replaced and will not replace them after so much time has passed.

X. **ENGINEER REPORT PROVIDED 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:
Notice of Violation dated 9/15/22 for not completing the work on prior violations. Tier 2 Public Notices are required. The next date for issuing another notice shall be no later than **September 2, 2025** (every 3 months).
3. Waterline and Water Meter Replacement Project

- Pennvest application was submitted for May 7, 2025 for a board meeting of July 16, 2025
- All Permits received.
- Easements (6) – **3 Received, 3 handled by Solicitor.**
- Tentative schedule

<u>PHASE</u>	<u>TIME FRAME</u>		
PENNVEST	MAY 7 2025 (submitted)	July 16 (meeting date)	
BID READY	JULY 2025		
BID	AUGUST 2025	Discuss after offer	
CONSTRUCTION	OCTOBER 2025		
COMPLETE	DECEMBER 2026		

- Portage Borough Sidewalk Project & PENNDOT Paving Project on SR 164
- Discuss purchasing meters

4. **BAMR Waterline Project**

- Application submitted 8/25/2023 for the AML/AMD Grant Program; not selected for funding.
- 5/23/25 - Discussed project with Michael Haney and Mark Kleman at DEP office. They will schedule another meeting to discuss funding and application. Project area modified from initial application.

5. **Well Drilling in Martindale**

- 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)**

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- 6) preparation and submission of the PADEP predrilling plan – (6/30/24) 7) supervision of production well construction – (7/31/24) 8) preparation of PADEP aquifer testing plan – (8/31/24) 9) production well aquifer testing – (10/31/24) 10) final project report – (12/31/24)
- Current status – Kerry Tyson from Century Engineering asked the Authority if they can either pay for the work to drill new wells or conduct the work themselves. Responded back them for the 2nd time stating that this was to be covered under their grant program.
6. Inter-connection with HSWA – Need to revisit this with HSWA, will request 300,000 gpd. An agreement will be needed between both authorities and then possible construction or update to the existing meter pit.
7. Water System Modeling (Task Order 03) (on-going)
8. Well Cleaning and Pump Replacement (Information below is from Mtn Research)
- Both wells have been step pump tested and video inspected as part of the “pre cleaning”. Based on the step pump test, the Bens Creek Well is a better well for yield than the Martindale Well. However, the Bens Creek Well is in worse condition than the Martindale Well for bio-fouling and iron fouling / scaling. The borehole in the Bens Creek Well reduces down in size to below 6 inches in diameter just from iron build-up.
 - The technical bid specifications are about 80%....i have to review the draft specifications and provide feedback to my internal group on any additions needed for the specs.
 - The PADEP permitting application for chemical application into public supply wells is about 30% underway.
9. Treatment Plants
- 2a New Plant(s) COA
- DEP sent a COA on 2/10/2025 – had a meeting with them 2/24/25 at 9am
 - Proposed plan and comments submitted to DEP 3/7/25
 - 3/20/25 Comments from John Thomas PADEP. “Final” COA draft to be issued in the coming weeks.
 - Resolution for COA (solicitor) **received the COA 5/22/25 signature?**
 - Updated Plant SOPs for COA are complete.
- 2b Plant Feasibility study (On-hold)
10. Bens Creek Plant Modifications (Task Order #5)
- Field Survey and Mapping Completed.
 - Met with Cambria Systems to discuss SCADA and equipment. Waiting on response regarding equipment and schedule.
 - Working on plans and PWS Permit.
 - Fees – will need a check for the Public Water Supply Permit in the amount of \$750.00

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

LSA-Maintenance Equipment, Hydrant Upgrades, and Shady Springs Rd Water Line-Applications submitted.

Section 313 Main Street Waterline Project, Turbidity Meters, and Washington Ave & Lee Street Waterline Projects- Waiting on the letter of support from Senator McCormick. A meeting will take place at the Johnstown airport on May 27 with Senator McCormick. PWA Board Members are encouraged to attend.

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 REPORT PROVIDED BY ATTY TOBY MCILWAIN**

The issue between Portage Borough and PWA regarding the water hydrants continues.

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The borough has signed and returned the easement. The Nagy estate hearing was held. The newly appointed estate administrator signed and returned the easement. Property owner of 1106 Caldwell, Christi Plummer never signed or returned the easement, therefore, the property was condemned. Solicitor McIlwain discussed the new rule changes for abandoned properties/taps and active taps. The first rule would delete all dilapidated or vacant properties within the borough from the Ward 3 Project. The second rule would require all properties with a tap to pay the monthly minimum water rate. The new rule would include vacant lots that would like to keep a tap for future use. The sewer agreement will be discussed in executive session.

XIII. UNFINISHED BUSINESS

XIV. NEW BUSINESS

Scott Yetsko motioned; John Bilchak seconded to approve the waiver at 706 Bedford Street, postponing the installation of the meter pit until the Ward 3 Project. MOTION CARRIED: 4/0

Mark Stancovich motioned; Scott Yetsko seconded to approve Resolution 2025-15 504 Grievance Procedure from USDA. MOTION CARRIED: 4/0

Mark Stancovich motioned; John Bilchak seconded to approve the purchase of a new 12-inch Intake Butterfly valve for Martindale at a cost of \$18,938.33. MOTION CARRIED: 4/0

John Bilchak motioned; Scott Yetsko seconded to approve OI Skool Communications, LLC. install fiber optic line from Benscreek plant to the well at a cost of \$8,024.00. MOTION CARRIED: 4/0

Scott Yetsko motioned; Mark Stancovich seconded to approve Cambria Systems, Inc. install equipment and connect the VFD at a cost of \$6,775.00. MOTION CARRIED: 4/0

XV. ADJUSTMENTS FOR THE MONTH-

Scott Yetsko motioned; Mark Stancovich seconded to approve an adjustment at 717 Prospect Street. MOTION CARRIED: 4/0

Mark Stancovich motioned; Scott Yetsko seconded to enter executive session at 6:31 P.M. regarding personnel. MOTION CARRIED: 4/0

The regular meeting reconvened at 7:00 P.M. with no further action taken.

XVI. ADJOURNMENT

Mark Stancovich motioned; Scott Yetsko seconded to adjourn the meeting at 7:01 P.M. MOTION CARRIED 4/0

Respectfully Submitted,
Amber Malzi