

**MUNICIPAL AUTHORITY OF THE
BOROUGH OF PORTAGE**

**REGULAR MEETING
August 21, 2025**

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

BOARD MEMBERS PRESENT:

Dino Scarton, Chairman - Absent
Scott Yetsko, Vice Chairman - Absent
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- Justin Amos, Steve Seawalk and Josh Nider (The EADS Group)

- I. **CALL TO ORDER** – Treasurer Stancovich called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance and Roll Call.
- II. **PUBLIC PARTICIPATION** – Mr. Zamen is under the impression meter pits and the residence private water lines will be donated and replaced in the Ward 3 project by the Portage Water Authority. Mr. Stancovich and My. Beyer explained the Project does not include replacing the private services lines to residence homes, and will only replace the water mains to the curb box.
- III. Mr. Gary Vaughn attended the meeting to follow-up on the request from the previous meeting to waive the installation of a meter pit at his residence. The solicitor informed Mr. Vaughn a waiver would not be granted at this time since the property is not under contract to transfer owners.
- IV. **PERSONS REQUESTING BE ADDED TO AGENDA** - None
- V. **COORESPONDENCE** – None.
- VI. **APPROVAL OF MINUTES** – Motion to approve June 2025 Regular Meeting Minutes.
Thomas Riskus motioned; John Bilchak seconded to approve the June 2025 Regular Meeting Minutes. MOTION CARRIED: 3/0

VII. INVOICES

PAID INVOICES 06/01/2025 TO 06/30/2025

Amazon Capital Services	06/04/2025	563.48
Peoples	06/04/2025	36.65
Visa - 1st Summit	06/05/2025	795.60
EADs Group	06/05/2025	48,657.90
EmB Computing	06/05/2025	275.00
FERGUSON WATERWORKS #920	06/05/2025	1,893.54
Get Through communications	06/05/2025	295.62
Mainline Newspaper	06/05/2025	18.50
Martin Oil Company	06/05/2025	335.21
Portage Service Center	06/05/2025	217.25
Pro Disposal, Inc	06/05/2025	195.50
Stager's Store	06/05/2025	95.17
The KSA Group, LLC	06/05/2025	5,000.00
Univar USA, Inc	06/05/2025	3,024.00
Verizon	06/05/2025	238.92
Water Service Professionals	06/05/2025	15,900.00
Peoples	06/06/2025	205.37
USDA Rural Development	06/16/2025	16,051.00
Bob Biter Electrical Enterprise, Inc.	06/16/2025	840.00
Mary L. Elchin	06/16/2025	200.00
RDM-Johnstown LLC	06/16/2025	696.30
SCANLAN ELECTRIC	06/16/2025	295.30

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Verizon	06/16/2025	116.70
VWR International LLC	06/16/2025	643.74
EmB Computing	06/16/2025	264.00
FERGUSON WATERWORKS #920	06/16/2025	75.96
Hach	06/16/2025	4,685.76
Hilltop Office Supply Inc.	06/16/2025	9.83
Martin Oil Company	06/16/2025	49.87
Metron-Farnier, LLC	06/16/2025	330.00
PA One Call System, Inc.	06/16/2025	38.02
Pace Analytical Services, LLC	06/16/2025	222.20
UniFirst	06/16/2025	47.71
Starlink ACH	06/17/2025	580.00
New Enterprise Stone & Lime Co Inc	06/17/2025	2,152.66
Penelec	06/18/2025	34.28
Penelec	06/20/2025	26.77
Penelec	06/23/2025	24.54
Cambria Mailing Services, Inc.	06/26/2025	1,200.64
Dino Scarton.	06/26/2025	45.00
John M. Bilchak	06/26/2025	45.00
Mainline Newspaper	06/26/2025	28.50
Mark Stancovich	06/26/2025	45.00
Pace Analytical Services, LLC	06/26/2025	222.20
Randall Motor Company	06/26/2025	95.66
Scott Yetsko	06/26/2025	45.00
Thomas Riskus	06/26/2025	45.00
Univar USA, Inc	06/26/2025	13,587.52
Verizon Wireless	06/26/2025	234.80
UPMC Health Plan	06/30/2025	10,819.80
REA Energy Cooperative Inc.	06/30/2025	1,265.79
Sheetz Fleet Service	06/30/2025	485.60
		\$133,297.86

John Bilchak motioned; Thomas Riskus seconded to approve the June 2025 invoices totaling \$133,297.86. MOTION CARRIED: 3/0

VIII. TREASURER'S REPORT

Thomas Riskus motioned; John Bilchak seconded to approve the June 2025 Treasures Report for \$1,686,049.76. MOTION CARRIED: 3/0

IX. SUPERINTENDENT REPORT PROVIDED BY CHARLES GOUSE

1. Leaks – Four main leaks to report in the month of June.
2. Meter Pit Policy- Multiple meter pit installations continue.
3. Plants – The generator at Martindale back in service.

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The filter media at Benscreek plant needs replaced. A quote from Water Service Professionals provided for discussion and approval.

X. **FORESTER REPORT PROVIDED BY MIKE BARTON:** Mr. Barton not present at the meeting.

XI. **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 to be 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 was submitted 8/25/2023 for the AML/AMD Grant Program; was 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 has been 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)** 6) preparation and submission of the PADEP predrilling plan – **(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)**
- 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

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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

XII. **KSA REPORT PROVIDED BY TRAVIS HUTZELL** – Not present at meeting. Mr. Gouse, on behalf of Mr. Hutzell, informed board members the 2025 PA State Budget not approved and no funding will be released until approval.

XIII. **SOLICITOR REPORT PROVIDED BY ATTY TOBY MCILWAIN** Attorney McIlwain has a few topics to discuss in Executive Session.

XIV. **UNFINISHED BUSINESS**

Evaluate Rules & Regulations- No action yet.

MABP & PASA Shared Agreement

John Bilchak motioned; Thomas Riskus seconded to approve the Municipal Authority of the Borough of Portage Water Department & The Portage Area Sewer Authority shared equipment agreement. MOTION CARRIED: 3/0

Thomas Riskus motioned; John Bilchak seconded to accept a PennVest Loan in the amount of \$11,833,693.00 at 1% interest, payable over 20-years and \$4,731,307.00 in grant money.

MOTION CARRIED: 3/0

XV. **NEW BUSINESS**

Water Service Professionals- Benscreek Filter Rehabilitation

John Bilchak motioned; Thomas Riskus seconded to approve Water Service Professionals to replace of Benscreek Plant filter media at a cost of \$59,300.00. MOTION CARRIED: 3/0

XVI. **ADJUSTMENTS FOR THE MONTH-**

John Bilchak motioned; Thomas Riskus seconded to approve Charles Crum at 102 Bellwood Lane a water adjustment. MOTION CARRIED: 3/0

Thomas Riskus motioned: John Bilchak seconded to enter an executive session at 6:29 PM for possible litigation. MOTION CARRIED: 3/0

The regular meeting reconvened at 6:39 P.M. with no further action taken.

XVII. **ADJOURNMENT**

**Thomas Riskus motioned; John Bilchak seconded to adjourn the meeting at 6:40 P.M.
MOTION CARRIED 3/0**

Respectfully Submitted,
Amber Malzi