

**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-Superintend
Joe Beyer, the EADs Group
Toby McIlwain, Solicitor
Amber Malzi- Administrative

Visitors- Jason Floyd Mountain Research, Travis Hutzell

- 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** – Engineer Jason Floyd from Mountain Research informed the board, rehabilitation at Martindale is scheduled to begin in a few days. Mr. Floyd provided a change order to be signed by the chairman.
- III. **PERSONS REQUESTING BE ADDED TO AGENDA** - NONE
- IV. **CORESPONDENCE** – NONE
- V. **APPROVAL OF MINUTES** – TABLED

PAID INVOICES 10/01/2025 TO 10/31/2025

Penelec	10/06/2025	252.97
Peoples	10/06/2025	25.50
Portage Water Authority.	10/08/2025	50,000.00
Penelec	10/09/2025	1,389.13
Allegheny Supply	10/09/2025	97.85
Billy & Kellie Carpenter	10/09/2025	100.00
Cambria Mailing Services, Inc.	10/09/2025	1,350.94
Devin Brown	10/09/2025	217.00
FERGUSON WATERWORKS #920	10/09/2025	417.60
Knopp & Klatt Excavation & Concrete, Inc.	10/09/2025	8,250.00
Mainline Newspaper	10/09/2025	40.50
Martin Oil Company	10/09/2025	319.39
Mountain Research, LLC	10/09/2025	8,287.00
PA One Call System, Inc.	10/09/2025	31.23
Pace Analytical Services, LLC	10/09/2025	222.20
PENNDOT	10/09/2025	10.00
Portage Auto Parts	10/09/2025	16.99
Portage Chevrolet Buick	10/09/2025	154.50
Pro Disposal, Inc	10/09/2025	195.50
Railroad Management Company IV LLC	10/09/2025	1,981.31
Randall Motor Company	10/09/2025	31.00
Stager's Store	10/09/2025	379.47
Stutzman Vac LLC.	10/09/2025	3,120.00
The KSA Group, LLC	10/09/2025	5,000.00
Verizon Wireless	10/09/2025	234.77

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Penelec	10/17/2025	30.24
Penelec	10/21/2025	25.57
Penelec	10/22/2025	25.28
EADs Group	10/23/2025	60,269.31
EmB Computing	10/23/2025	264.00
Helsel Excavating	10/23/2025	180.00
Muni-Link	10/23/2025	1,220.00
OI Skool Communications	10/23/2025	7,582.40
Pace Analytical Services, LLC	10/23/2025	222.20
PORTAGE POWER WASH	10/23/2025	11.00
RDM-Johnstown LLC	10/23/2025	209.00
REA Energy Cooperative Inc.	10/23/2025	0.00
SCANLAN ELECTRIC	10/23/2025	46.67
Scott McCool	10/23/2025	100.00
Somerset Trust Co.	10/23/2025	641.99
TRIBUNE-DEMOCRAT	10/23/2025	1,539.00
Univar USA, Inc	10/23/2025	11,830.28
Verizon	10/23/2025	116.94
Borough of Portage	10/23/2025	16,590.48
Dino Scarton.	10/23/2025	45.00
John M. Bilchak	10/23/2025	45.00
Mark Stancovich	10/23/2025	45.00
Scott Yetsko	10/23/2025	45.00
TOM RISKUS	10/23/2025	45.00
Sheetz Fleet Service	10/28/2025	610.72
REA Energy Cooperative Inc.	10/31/2025	452.29
UPMC Health Plan	10/31/2025	9,760.03
		194,077.25

Scott Yetsko motioned; John Bilchak seconded to approve the October 2025 invoices totaling \$194,077.25. MOTION CARRIED: 4/0

VI. **TREASURER'S REPORT-TABLED**

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

1. Leaks-
2. Meter Pit Policy- Multiple meter pit installations continue.
3. Need to schedule a meeting to discuss 2026 Budget so it can be approved at next months meeting.
4. If Dino is rerunning for the water board the borough will need a letter.
5. Southern Corrosions maintenance/insurance agreement for Munster Road Tank. (possible action needed)
6. Resolutions need signed for 2026 LSA Grant applications, still waiting for state budget to pass to find out about 2025 LSA Grant applications. (action needed)
7. Health insurance is due for renewal (action needed)

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8. EPA Get the Lead out, they will be setting up a booth at Winterfest to speak to the customers about the importance and how they can help.

VIII. **PROVIDED BY JOE BEYER**

1. Emergency Action Plan (EAP) (No update)
2. Tier 2 Public Notice of Violations:
The next date for issuing another notice shall be no later than **December 2, 2025** (every 3 months).
3. Waterline and Water Meter Replacement Project
 - o NS Permit. Agreement sent to MABP for signature
 - o USDA certificate – requires approval
 - o PennVEST closing
 - o Pending litigation
 - o Review Shop drawings?
4. BAMR Waterline Project (no update)
5. Well Drilling in Martindale (PES Program) (no update) Possible delay due to the state budget not being passed.
6. Inter-connection with HSWA (no update)
7. COA signed 7/1/2025
 - 8a. Well Cleaning and Pump Replacement (Information below is from Mtn Research)
 - o Pre-construction meeting held 10/29/25
 - o Waiting for PADEP to issue Water Supply Permit. PADEP stated on 11/5/2025 that the permit is being reviewed and the review timeline is currently 34 of 60 days.
 - 8b. Bens Creek Plant Modifications (Task Order #5)
 - o Bid opening 9/25/2025. Notice of Award to HRI, Inc. in the amount of \$279,000.00 for Contract 0233-25-02
 - o Notice of Award to Darr Construction, Inc. in the amount of \$77,800.00 for Contract 0233-25-03
 - o Pre-construction meeting 10/21/25 11am @ plant. NTP 10/27/25
 - o Reviewing shop drawings from both contractors. HRI plans on starting work in January
8. Martindale Plant/Tank Site (future) (no update)
9. Get the Lead Out Initiative
 - o Teams meeting was held October 22, 2025 to discuss Technical assistance and a Work plan going forward.
10. LSA grants – had a discussion with KSA (10/29/25) for 3 projects for grant money. Provided KSA with required information following the meeting.
 - o Springhill Tank mixer
 - o Benscreek waterline replacement
 - o Water meter replacement project
11. Martindale annual dam inspection. This will be completed and sent to PADEP prior to the end of December 2025.

- IX. **KSA REPORT PROVIDED BY TRAVIS HUTZELL** – Mr. Hutzell provided three new resolutions for thee LSA Grants, pending board approval. The 2024 LSA Grants are eligible for resubmission with potential award announcement in December 2025.

- X. **SOLICITOR REPORT PROVIDED BY ATTY TOBY MCILWAIN** –The solicitor will discuss his report during executive session.

Scott Yetsko motioned; Mark Stancovich seconded to enter executive session to discuss legal matters and pending litigation at 6:25 P. M. MOTION CARRIED: 4/0

XI. **UNFINISHED BUSINESS**

The board motioned to resume the regular meeting at 6:45 P. M.

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XII. NEW BUSINESS

Scott Yetsko motioned; Mark Stancovich seconded to approve Resolution 2025-25, 2025-26, and 2025-27. MOTION CARRIED: 4/0

Mark Stancovich motioned; Scott Yetsko seconded to approve the 2026 Health Insurance renewal at an 8.01% increase. MOTION CARRIED: 4/0

Mark Stancovich motioned; John Bilchak seconded to resubmit for the 2024 LSA Grants with Resolution 2025-28, 2025-29, 2025-30. MOTION CARRIED: 4/0

Scott Yetsko motioned; Mark Stancovich seconded to approve Change Order #1

XIII. ADJUSTMENTS FOR THE MONTH- TABLED

XIV. ADJOURNMENT

Mark Stancovich motioned; Scott Yetsko seconded to reconvene the regular meeting at PM & adjourn the meeting at 6:52 P.M. MOTION CARRIED 4/0

Respectfully Submitted,
Amber Malzi