

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage was held on Thursday, August 3, 2017, at 7:00 p.m., in the Conference Room at 606 Cambria Street.

Those in attendance were:

Dave Miorelli, Chairman
Craig Castel
Mark Castel
John Gartland
Jerome Yetsko

Also present were: Ron Cadwallader, Supervisor; Attorney William Barbin, Solicitor; Joe Beyer, The EADS Group; Mike Barton, Forester; Ron Portash, Mainline Newspapers; Steve and Lorraine Shedlock, Residents; Joy Powers and Chris Ringler, Employees; Representatives from Jamestown Rod & Gun.

I. CALL TO ORDER

Mr. Miorelli, Chairman, called the meeting to order at 7:00 p.m., which was followed by the Pledge of Allegiance and Roll Call.

II. RECOGNITION OF GUESTS

Mr. Miorelli recognized Mr. Portash, Mainline Newspapers.

Mr. Miorelli then recognized Mr. and Mrs. Shedlock. Mrs. Shedlock stated that she and her husband previously lived at 142 Groggin Lane; and they have since built a new house at 145 Groggin Lane. Mrs. Shedlock explained that, when they lived at 142 Groggin Lane, the water and the meter had a filter system; and the filter had to be changed faithfully every two weeks because of the dirty water. She pointed out that she did not think she would have any concerns in their new home; however, last week they had to call a plumber due to a leak in the unfinished ceiling in the basement. The plumber arrived and removed the insulation and showed Mrs. Shedlock the corrosion of the pipes already (plastic pipe with brass fittings), which the plumber indicated that it was the fault of the amount of calcium in the water. The plumber stated that this same concern was going to happen throughout the basement if it is not addressed. Mrs. Shedlock showed the Board a pair of socks that she had worn only once and washed, pointing out the discoloration of the socks. She also presented two swabs where she had taken a sample of the residue left in her bathtub; and she stated that she gets the same residue in her sink and her toilet turns pink within three days.

Mrs. Shedlock commented that she and her husband were present at this evening's meeting to see if anything could be done. She noted that she spoke to her neighbor who has had similar problems; and the neighbor stated that he had sent a letter to the Authority stating the same problem and nothing was done. The neighbor wanted Mrs. Shedlock to remind the Board of the letter that was sent and to note that the neighbor is having the same concerns with discoloration but has not had any concerns with leaks. Mrs. Shedlock pointed out to the Board that the pipes in her home are new and the neighbor's pipes are older and is still having the same problem. She questioned if it would be a possibility to have the older galvanized pipe replaced as it would make a big difference. The water is fine at the creek, but by the time it gets to the Shedlock residence it is not fine. Mrs. Shedlock stated that she received a copy of the report on the testing of the water. The water is drinkable but it is not the correct color.

Mr. Mark Castel pointed out that usually the pink color of the toilet water is caused by drywall dust which was probably left in the air ducts. Mrs. Shedlock stated that they had the ducts cleaned in January of 2016. Mr. Shedlock commented that the cost of the duct cleaning and to have a filtering system installed was \$4,000. Mr. Castel indicated that if the Shedlock's do not have a humidifier on the furnace there can be a buildup as well. Mr. Cadwallader indicated that this is all coming from the turbidity inside the pipe. Mr. Mark Castel questioned how long the pipe is, to which Mr. Cadwallader replied that it is 1,000 feet. At the current time is it 1-1/4"; however, the AWA standards state no less than 6". Mrs. Shedlock commented that one of her neighbors also indicated that their water pressure was not adequate. Mr. Cadwallader stated that the volume is not present because of the 1-1/4" pipe. The pressure is present, but not the volume.

Mr. Miorelli questioned how far the new line goes that was installed, to which Mr. Cadwallader replied that the line goes down the highway but not down Groggin Lane. Mr. Cadwallader stated that the mains were addressed which was in the scope of the project. There were problems with the sewage; however, as far as the water is concerned, Mr. Cadwallader commented, we are set up to take off with new lines down through the area. Mr. Miorelli indicated that this area is on a stub end, similar to Blair Street; and the last resident is going to have concerns. If this would go through, Mr. Miorelli pointed out, we would have to bring it to the residents' attention that they would not be able to come back on the Authority for any concerns. Mr. Shedlock pointed out that the last resident in his development is not tapped in, to which Mr. Cadwallader interjected that this resident did make an inquiry. Mr. Miorelli stated that, if this is the case, we need to have a letter of understanding. Mrs. Shedlock pointed out that, if the problem is not corrected, her problem is not solved. She pointed out that none of the residents have the service they should be receiving. Mr. Cadwallader commented that there is going to be a chance of dirty water down the line; however, since the new line has been placed along the highway, we have not had any complaints of dirty water. Mr. Shedlock indicated that his main concern is with the brass fixtures and having to replace them.

Attorney Barbin questioned how the water is becoming acidic to corrode the brass, to which Mr. Cadwallader replied that the tuberculous buildup is corroding the brass. Mr. Cadwallader explained that the problem with the brass is that they eliminate the lead and put more zinc in which makes it more brittle; and when it is exposed to chlorine, it becomes white. Mr. Miorelli questioned if the filter on the Shedlock's house was a see-through, to which Mrs. Shedlock replied affirmatively. Mrs. Shedlock indicated that she never drank the water and rarely cooked with it. Mr. Cadwallader commented that, inside the galvanized pipe it would look orange or brown.

Mr. Miorelli indicated that he appreciated Mr. and Mrs. Shedlock bringing the matter to the Board's attention; and the Authority will keep Mr. and Mrs. Shedlock aware of what will be done to address the concern. It was pointed out that the Shedlock's must understand that 1,000 feet of pipe will be very expensive to replace. Mr. Shedlock commented that he does understand this as, when they were building their home, it cost \$5,000 for the building permit, \$2,000 for the water and \$3,000 for the sewer.

Mr. and Mrs. Shedlock departed from the meeting at this time.

The representatives from the Jamestown Rod and Gun addressed the Board indicating that they were present to ask permission of the Authority to utilize the Authority's property for the annual Toys for Tots ride. Mr. Miorelli stated that as long as the Club stayed above the high wall and cleaned up following the run everything should be satisfactory. The run will be held on September 15, 2017.

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY APPROVED THE REQUEST FOR THE JAMESTOWN ROD & GUN TO HOLD THE SEPTEMBER 15 RUN SO LONG AS THE APPROPRIATE AGREEMENTS ARE COMPLETED AND THAT CLEANUP TAKES PLACE FOLLOWING THE RUN. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND AND MR. YETSKO.

The representatives from the Rod & Gun Club, following signing of the necessary paperwork, departed from the meeting at this time.

As it relates to the above discussion with Mr. and Mrs. Shedlock, additional discussion took place by the Board relative to how this concern would be addressed. Mr. Cadwallader indicated that this project is included as a suggestion in the long-range plan that will be discussed following tonight's meeting. The discussion included other areas that may need addressed with similar concerns.

Mr. Cadwallader commented that there is a resident that lives at 145 Dulancey Drive who is consistently experiencing dirty water. The Authority allows the resident to run the water for a period of time and it clears up. Mr. Cadwallader explained that this resident is coming off of the old 4" and 6" pipe in the back that runs down through. There is a new 10" pipe that runs in the front of the property; and for approximately \$600, Mr. Cadwallader pointed out, we could tie this resident into this pipe and solve her problem. This will also involve some pipe work in the resident's home to address this as well. As it relates to the \$600 cost, Mr. Cadwallader noted that this is the best estimate he can provide to address this concern. This would include boring underneath the road, tapping the 10", saddling it, bringing the pipe out to the front and disconnecting in the back. Mr. Castel questioned if this would affect any other homes in this area, to which Mr. Cadwallader replied negatively. Mr. Miorelli indicated that, even though we would have the \$600 expense, we would still have a return.

Mr. Miorelli recognized Ms. Powers and Mrs. Ringler. Ms. Powers thanked the Board for allowing them to address the Board this evening. She commented that she and Mrs. Ringler were present to further reconsider the request included in the letter that was presented to the Board at the last meeting relative to changing their working hours to 8:00 a.m. – 4:00 p.m. Ms. Powers explained to the Board that the average number of customers that come into the Authority office after 4:00 p.m. is usually one customer. She noted that Mrs. Randall, the Sewer Authority secretary, does leave at 4:00 p.m. Ms. Powers pointed out that she comes into the office early every morning (prior to 8:00 a.m.); and she addresses the needs of quite a few customers at that time. She stated that, for both her and Mrs. Ringler, the extra one-half hour in the afternoon would allow them to spend more time with family and to take care of any personal matters.

Mr. Mark Castel questioned what new hours are being requested, to which Ms. Power replied that they are requesting to work from 8:00 a.m. – 4:00 p.m. Attorney Barbin questioned if Ms. Powers and Mrs. Ringler are basically asking to abolish their one-half hour lunch, to which Mrs. Ringler replied affirmatively. Mrs. Ringler explained that they basically work through their lunch hour now to address the needs of customers. In addition, if she has to take care of personal matters, she does this during her lunch break. Ms. Powers indicated that there are times when she has to leave to address something as well; however, she does come in prior to 8:00 a.m. every morning.

Mr. Yetsko questioned, when both Ms. Powers and Mrs. Ringler were hired, how many shifts they were expected to work. He questioned how Ms. Powers and Mrs. Ringler will get their eight hours in, to which Ms. Powers replied that they would work from 8:00 a.m. – 4:00 p.m. which would be the eight hours. Mrs. Ringler pointed out that she works 8:00 a.m. – 4:30 p.m. currently and only gets paid for eight hours; and most of the time they take their ½ hour lunch and eat at their desks because they are addressing the needs of any customers that come into the office. Ms. Powers pointed out that the other Authority employees work 7:00 a.m. – 3:00 p.m. each day and they get a lunch break every day. She emphasized that she and Mrs. Ringler are sometimes more busy during the lunch time hour than any other time.

Mr. Yetsko recommended going into Executive Session to discuss this matter as it is a personnel matter.

III. EXECUTIVE SESSION

ON MOTION OF MR. YETSKO, SECONDED BY MR. MARK CASTEL, THE BOARD WENT INTO EXECUTIVE SESSION AT 7:21 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

IV. RECONVENING INTO REGULAR SESSION

ON MOTION OF MR. YETSKO, SECONDED BY MR. MARK CASTEL, THE BOARD RECONVENED INTO REGULAR SESSION AT 7:35 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

As a result of the Executive Session, the following action was taken:

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY AGREED TO CHANGE THE WORKING HOURS OF MS. POWERS AND MRS. RINGLER FROM 8:00 A.M. – 4:00 P.M. (WORKING EIGHT HOURS), EFFECTIVE IMMEDIATELY. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

Ms. Powers commented that she will take care of changing the hours on the billing statements as well as the Authority's website. Any residents coming to the office after 4:00 p.m. will still be able to use the drop box.

Mr. Yetsko questioned Ms. Powers how many residents we have that are on the delinquent list that are not paying their bills, to which Ms. Powers replied that she is not sure of the total number at the present time. Ms. Powers explained that she did delinquents on the 16th of July, and the bills were due on July 28. She shared the current list with Mr. Yetsko. Ms. Powers noted that she will do the yellow cards for those that have not paid; and the shut offs will be done on August 7. Mr. Yetsko questioned how many residents will be shut off, to which Ms. Powers replied that hopefully it will be none. Mr. Cadwallader explained that, starting tomorrow and through Monday morning, we will have customers coming in to pay the bills; and they may put the payment in the drop box over the weekend. Ms. Powers commented that this is another reason she comes in early so that she can accept payment from any of these customers. Attorney Barbin questioned if there are months where there are no shut offs, to which Ms. Powers replied affirmatively. Mr. Yetsko questioned if there is a way the Board could be

advised of those customers that go from month to month without paying the bill and do not have the water shut off. Mrs. Ringler indicated that there are some customers that have come in and signed a payment plan to pay so much every two weeks. If they have done this, they would not be shut off. However, if they fail to keep up with the payment plan, their service would be shut off without further notice. Mrs. Ringler commented that she would be able to print off a list of customers that have been shut off and have been turned back on after they have paid the \$35 fee. Mr. Cadwallader stated that the concern is between the months of November through April when we do not shut off the water due to the winter months. However, after April, we do shut the water off for nonpayment.

Ms. Powers departed from the meeting at this time.

V. CORRESPONDENCE

No correspondence to be presented.

VI. APPROVAL OF MINUTES

ON MOTION OF MR. GARTLAND, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE JULY 6, 2017 MINUTES BEING THAT THEY WERE DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE MINUTES AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

VII. AGENT'S EXPENDITURES

ON MOTION OF MR. GARTLAND, SECONDED BY MR. MARK CASTEL, THE BOARD UNANIMOUSLY APPROVED THE AGENT'S EXPENDITURES FOR THE PERIOD APRIL 1 TO JULY 31, 2017 IN THE AMOUNT OF \$171.92. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

VIII. INVOICES

Cambria Mailing Services Inc.	\$	74.15
Cambria Systems Inc.		2,360.44
Cintas		133.07
CMPA		1,000.00
Craig Castel		50.00
Grannas Bros. Stone & Asphalt Co. Inc.		505.92
Hite Company		572.37
JC Ehrlich Co Inc.		165.00
John Gartland		50.00
L/B Water Service Inc.		243.35
Mark Castel		50.00
Mary L Elchin		325.00
Mountain Research		156.00
New Enterprise Stone & Lime Inc		465.01
PA WARN		37.50
Portage Auto Parts		11.06
Portage Service Center		940.90

Ray Oil & Gas Co.	46.48
RDM – Johnstown LLC	1,166.00
Ronald Cadwallader, Jr	20.00
Sharon Squillario	50.00
Stager's Store	211.27
Univar USA, Inc.	3,388.44
Verizon Wireless	155.07
Wicklow, Inc.	203.25
William G. Barbin, esq.	1,187.50
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	\$ 13,567.78

Paid Bills

Aflac	\$ 226.22
Comcast	292.96
Highmark Blue Shield	7,942.03
Peoples Natural Gas	0.29
Sam Spade	100.00
Penelec	1,629.57
REA Energy Cooperative, Inc.	677.89
Lowe's	25.00
Pro Disposal Inc.	142.00
Sheetz Fleet Service	110.88
Staple	60.98
Tyler Shaffer & Kaley Lucas	100.00
Verizon	427.14
WB Mason Co Inc.	29.57
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	\$ 11,764.53

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES IN THE AMOUNT OF \$50,788.22 (REGULAR BILLS, \$13,567.78; PAID BILLS, \$11,764.53; PennVEST, \$3,896.36 AND \$5,508.55; USDA, \$16,051.00). BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

IX. TREASURER'S REPORT

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. CRAIG CASTEL, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE JULY 2017 TREASURER'S REPORT AS IT WAS PREVIOUSLY DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE REPORT WITH A BALANCE OF: BEGINNING CASH, \$1,499,561.45; CASH IN, \$293,185.49; CASH OUT, (\$209,734.38); ADJUSTMENT, (\$0.00); ENDING CASH, \$1,583,012.56. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

X. SUPERINTENDENT'S REPORT

Mr. Miorelli noted that Mr. Cadwallader's report was distributed to the Board members prior to the meeting; and he asked the Board if there were any questions regarding the report.

Relative to the purchase of a shed for the Martindale plant that was discussed and approved at the last meeting, Mr. Cadwallader apprised the Board that D. Edwards Storage Containers had quoted a price of \$2,200 for a 20 foot storage container (plus \$50 delivery fee); however, since the last meeting, D. Edwards has now revised the quote to \$3,000. Therefore, Mr. Cadwallader has obtained additional quotes from Taylor Boss, Fuller, and Penn Woods. Mr. Gartland questioned the height of the container, to which Mr. Cadwallader replied that it would be 8' 6" high, 8' wide, and 20' long. Mr. Miorelli questioned Mr. Gartland if he has any condensation concerns with the container that he owns, to which Mr. Gartland replied negatively. He commented that his container is 40' long, to which Mr. Cadwallader replied that we do not have the room for a 40' container. Mr. Gartland stated that he was looking to purchase an additional container; and he does know that the containers did increase in price about a year ago to approximately \$4,500. He had originally paid \$2,000 with a \$300 delivery fee. Mr. Cadwallader noted that the container from Fuller is \$1,500 plus a \$100 deliver fee.

Mr. Yetsko pointed out that he believes someone should look at these containers before we purchase them to ensure they are satisfactory. Mr. Gartland stated that there is a wooden bottom on the container that he owns; and it holds up well during the winter. Mr. Miorelli pointed out that the low bid was from Fuller (\$2,000; Williamsport), with the next closest bid being Penn Woods (\$2,500; Boswell). Mr. Gartland commented that the Benscreek Club purchased a container in Windber for \$1,500. Mr. Craig Castel indicated that the quote received at the last meeting from Dream Machines was \$2,770. Mr. Mark Castel questioned which container Mr. Cadwallader likes the best, to which Mr. Cadwallader replied that the quote received for \$2,000 (Fuller in Williamsport) was a little banged up on the outside but is was perfect on the inside. Mr. Gartland commented that we could sand down the outside and paint it. Mr. Barton stated that he will be in Williamsport next week and could check it out for the Board.

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. CRAIG CASTEL, THE BOARD UNANIMOUSLY AGREED TO HAVE MR. BARTON REVIEW THE CONTAINER AT FULLER IN WILLIAMSPORT; AND, IF APPROPRIATE, THE BOARD APPROVED THE PURCHASE OF SAID CONTAINER FOR \$2,000. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

Mr. Cadwallader reminded the Board that Todd Feathers experienced a work related injury and underwent surgery on July 28. Mr. Feathers has a doctor's appointment tomorrow where he will find out what physical therapy he will have to undergo and when he will be able to return to work. In the interim, Mr. Cadwallader explained to the Board that we have two summer workers; and he presented to the Board a breakdown of the hours for these workers. He noted that the total budgeted hours for the workers was 720 hours. He is requesting to keep these worked to assist until August 25. The additional hours to keep these workers to assist until August 25 would be 176.5 hours (total of \$1,500 - \$2,000). Mr. Gartland questioned if we know how long Mr. Feathers will be off work, to which Mr. Cadwallader replied that it could be an additional two to four months. The additional coverage by the summer workers would assist in the coverage.

Mr. Yetsko questioned how the accident occurred, to which Mr. Cadwallader replied that Mr Feathers was at the pipeyard and bent down to pick up a piece of rebar and felt something pop in his shoulder. Mr. Yetsko commented that there are rumors that Mr. Feathers was trying to hold down a leak down in a ditch and the pressure was so great and it caused the injury, to which Mr. Cadwallader replied that this is not true.

Mr. Yetsko questioned where the monies will come from in the budget for the additional hours for the summer workers. Mr. Gartland questioned how much we are looking at, to which Mr. Cadwallader replied that it would be approximately \$1,500 - \$2,000 for coverage through August 25. Mr. Yetsko questioned if there was anytime during the summer that the summer workers were sent home, to which Mr. Cadwallader replied affirmatively stating that they were sent home on some days because of the weather, but if they could not cut grass, they would do some painting or other work that could be done that was not weather-related.

Mrs. Ringler explained to the Board that Mr. Feathers, during his time off, has decided to get paid using his sick time and vacation time for approximately 30 days and after that he would be paid through workers' compensation. If this is the case, Mrs. Ringler commented, the salary expenses are going to be down so we will have additional monies under salary expenses since Mr. Feathers will be paid through workers compensation after he uses up his sick and vacation time. Mr. Craig Castel questioned if we could possibly look for students that would need community service hours for graduation, to which Mr. Cadwallader replied that he does not know how this would work but we would have to look at the child labor laws in this regard (may have to be supervised).

Mr. Cadwallader pointed out that there are monies under Maintenance of Water Collections in the budget that have not been used. Mrs. Ringler again pointed out to the Board that during the time that Mr. Feathers is off the salary expenses will be down and those monies could be used. Mr. Feathers will have 30 – 40 days that he will be able to use under vacation/sick time. Mr. Miorelli commented that we are already short on the road crew, to which Mr. Cadwallader agreed indicating that he had to call out Tyler for the most recent leak. Mr. Miorelli questioned if Mr. Cadwallader feels we have enough monies in the budget to cover the additional costs for the summer workers, to which Mr. Cadwallader replied that it would depend on where the Board would like the monies to be pulled from. Mr. Yetsko indicated that he would like to know where the monies were going to be pulled from before a vote is taken, to which Mrs. Ringler replied that she would think the monies could be pulled from the salaries and wages account.

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY AGREED TO TRANSFER MONIES FROM ACCOUNT #453 (MAINTENANCE OF WATER COLLECTIONS) INTO THE SALARIES AND WAGE ACCOUNT TO COVER THE ADDITIONAL HOURS FOR THE SUMMER WORKERS UNTIL AUGUST 25. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

Mr. Cadwallader informed the Board that the DEP inspection of the plant took place recently with no violations being noted. There were a few minor recommendations that we will be addressing. Mr. Cadwallader mentioned that the spot at the school that we have metered that is used by the Borough and Inner Power are considered by DEP as a bulk water filling station. Inner Power fills up their tanker and the street sweeper is filled up at the school. As of now, these are shut down until we fill out the bulk water permits and have them approved. Mr. Cadwallader will provide the bulk permit information to Mr. Beyer to move forward on.

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY APPROVED THE BULK WATER PERMITS AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

Mr. Cadwallader commented that he was asked as the last meeting relative to a list of light duty jobs that could be performed by employees should the need arise. He included a list of said jobs in the packet that the Board received prior to the meeting.

As it relates to the backflows, Mr. Miorelli questioned if there is a law that covers this, to which Mr. Cadwallader replied affirmatively. Mr. Cadwallader pointed out that, prior to his employment with the Authority, they were told to put in single checks, which are really illegal. You have to have a dual check in a residential; and in industrial, you have to have the commercial which has to be tested. On the residential, Mr. Miorelli questioned, could you have a single ball check or single flapper check plus the PRV, to which Mr. Cadwallader replied negatively. Mr. Miorelli commented that the PRV has a built-in check. Mr. Cadwallader explained that it has to be a dual check valve.

Concerning the EMC insurance renewal (building insurance, vehicle insurance, workers compensation, etc.), Mr. Cadwallader stated that there is a \$530 premium increase this year. Mr. Miorelli questioned if it would be beneficial if we shopped around for insurance. Attorney Barbin questioned when the premium is due, to which Mrs. Ringler replied that it is due on September 1. Mr. Cadwallader stated that the premium we receive is done through PERMA; and we are in a pool with other municipalities. Mrs. Ringler indicated that EMC does do some shopping around internally. She commented that last year the premium was \$26,370; and it increased \$530. The \$530 increase is probably one of the lowest increases we have seen in a while. Attorney Barbin indicated that generally it is beneficial to shop around; however, you would want to start this process at least three months before the premium is due. Mrs. Ringler shared with the Board where the various increases and decreases were for this year. Mr. Miorelli stated that he would suggest that the Board look into shopping around next year prior to the insurance renewal.

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY APPROVED THE EMC INSURANCE RENEWAL AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

Mr. Cadwallader stated that he included in the Board's information for the meeting some information related to the electrical rates. The current rates are not up until June of 2018. Our current broker contacted the Authority. The current price for 36 months is .05670/kilowatt and for 48 months is .0565/kilowatt. The current rate that we are locked into until June 2018 is at .0697/kilowatt (Hudson Energy). Attorney Barbin stated that we could save a little money if we wanted to stretch it out longer. Mrs. Ringler indicated that when the broker called he stated that the rates are lower than they have been in a long while; and even though our contract is not up until June of next year, we could take advantage of this new pricing. She pointed out that we do not know what the rates are going to do in the meantime. Attorney Barbin commented that, if you take the low rate, you would be stuck until 2022 but it is fixed costs. Fixed costs for the Authority until 2022 is not a bad thing; and even if the rates go down a little bit, the Authority has the money to cover the costs now. Mr. Cadwallader indicated that we can stay with the rates we have now until June of next year. Mr. Yetsko questioned how much we would save, to which Attorney Barbin replied that it would essentially be 1/7 of our electrical costs. However, we do not know what the market is going to do in the meantime. Mr. Miorelli questioned if this is taxable to a municipality like it is to an individual, to which Mrs. Ringler replied that there are certain taxes that the Authority does have to pay and that is included in the quote above (gross receipt tax). The Authority does not pay the State taxes.

Mr. Cadwallader pointed out that there is nothing that says that we have to move on the above quote at this time; and we can wait until June of 2018 and consider this again. Mrs. Ringler agreed indicating that we can request a quote from the broker each month if we would like. Mr. Craig Castel questioned how many pricings we have received to date, to which Mrs. Ringler replied that we only received the above quote from Hudson Electric. However, she indicated that the broker has given her quotes from other companies in the past as well. Attorney Barbin indicated that, if we go with the reduced rate as above, we would still be under the same contract until June of 2018, but we would recognize some savings in our budget.

ON MOTION OF MR. GARTLAND, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED TO TABLE THIS MATTER AND TO MONITOR THE ELECTRICAL RATES ON A REGULAR BASIS. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

Mr. Cadwallader questioned the Board as to what action should be taken relative to the concerns on Groggin Lane and Dulancey Drive as discussed earlier in the meeting. Attorney Barbin emphasized that both projects need done eventually. Mr. Cadwallader noted that the Groggin Lane project would probably cost approximately \$22,000. Attorney Barbin emphasized that we need to address this matter to preclude any DEP complaint being filed. Mr. Mark Castel suggested that we include the Groggin Lane project in the budget for next year.

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED TO INCLUDE THE GROGGIN LANE PROJECT IN THE BUDGET FOR NEXT YEAR. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

Mr. Cadwallader stated that the Dulancey Drive concern can be addressed for approximately \$600 in materials and could be done in-house now. Mr. Beyer questioned if we would need a permit, to which Mr. Cadwallader replied affirmatively.

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. MARK CASTEL, THE BOARD UNANIMOUSLY AGREED TO AUTHORIZE THAT THE SERVICE BE SWITCHED ON THE PROPERTY DISCUSSED EARLIER IN THE MEETING ON DULANCEY DRIVE, WITH THE WORK BEING COMPLETED IN-HOUSE TO INCLUDE WORK INSIDE THE HOUSE, CLEANUP AND THE HOT PERMIT THROUGH PennDOT. THE RESIDENT WILL BE RESPONSIBLE FOR THE PURCHASE OF THE PRV. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

Mr. Cadwallader informed the Board that it was brought to our attention by the bank and the Sheriff's Department that the Sassy Sisters restaurant will be coming up for Sheriff's sale. The asking price is \$70,000. Mrs. Ringler questioned how the Sheriff's sale would work. Attorney Barbin explained that the Authority can bid at the Sheriff's sale; and the bank will bid its debt. If no one else bids, the bank will get the property to pay off its debt; and the Authority could make arrangements with the bank ahead of time to purchase the property for a certain price afterwards. Mrs. Ringler questioned if the bank could then sell the property for less than the debt, to which Attorney Barbin replied that this would have to be negotiated with the bank. Mrs. Ringler indicated that the Sheriff's sale is to take place on Friday, September 8.

Mr. Cadwallader presented the following two adjustments that have been requested:

- Blair Street (St. Michael's Church): toilet ran for numerous days. Amount billed: \$161.79; average bill: \$23.60; adjusted bill: \$51.24.
- 154 Vrabel Road: hose left on for 7-10 days. Amount billed: \$192.76; average bill: \$23.60; adjusted bill: \$57.43.

ON MOTION OF MR. YETSKO, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY APPROVED THE ABOVE ADJUSTMENTS AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

XI. ENGINEER'S REPORT

Mr. Beyer noted that he had provided a written report prior to the meeting.

Mr. Beyer questioned if the final inspection was completed at the Benscreek plant. Mr. Cadwallader replied that originally the sanitarian was to do the inspection. The sanitarian did the inspection; however, when Mr. Cadwallader contacted Pittsburgh, he was told that this would not suffice. Therefore, a representative from Pittsburgh will be coming in to do the inspection.

As it relates to the PA Small Water and Sewer grants, Mr. Beyer informed the Board that they were to start accepting applications; however, since the State budget was not passed, this is on hold.

Mr. Beyer reported that he provided Mr. Cadwallader the drawings for Munster Road.

Mr. Beyer commented that if he wanted to clarify something that was reported in the Dispatch last month. He pointed out that one of the PennVEST loans will come due in 2022 and the other one will come due in 2025. The USDA loan is a 40 year loan.

Mr. Beyer indicated that he provided Mr. Cadwallader with 50 of the Federal signs to be hung in the watershed. As it relates to the security cameras as discussed at a previous meeting, Mr. Beyer commented that when he was at a recent meeting, he was told that, if someone has these cameras, we need to ensure that they are visible. Mr. Cadwallader stated that the cameras are in clear view.

Mr. Beyer informed the Board that Fred Brown dropped off some subdivision drawings for the Cooney property. Mr. Brown was requesting Mr. Beyer to obtain signatures from the Board on the drawings at this meeting. Attorney Barbin clarified that we are not submitting a subdivision plan at this point; and he did not tell Mr. Brown that we were. Mr. Cadwallader indicated that we also received an invoice from Mr. Brown for this work. Attorney Barbin pointed out that he did ask Mr. Brown to update the map that he had prepared so that it could be attached to the Agreement of Sale and that the map needed to be very specific. Attorney Barbin stated that he had talked to Attorney Lambrusco and indicated to him that the Authority was interested in the property but would like to have an Agreement of Sale prepared for the Board to consider. Attorney Barbin explained to the Board that the original map that Mr. Brown prepared had two of the windmills marked with a circle around them; however, there is a third windmill that was not marked on the map which had to be marked. This is to show that Cooney was not giving up ownership of the windmills through this agreement. Attorney Barbin asked Mr. Brown to mark

the third windmill on the map; and apparently, Mr. Brown decided to do a subdivision plan as well.

Attorney Barbin pointed out that the Board has not taken a formal vote on the purchase of the land and was awaiting an Agreement of Sale to be reviewed; and we cannot have an Agreement of Sale without an updated map. He commented that the subdivision information will be needed in the future, but it is not needed at this time. Mr. Beyer questioned what he is to do with the subdivision information because it does have to go to the Planning Commission. Attorney Barbin replied that the subdivision information will be needed in the future, but it is not needed at this time. He again emphasized that the Board has not formally approved the purchase of the property because we have not reviewed an Agreement of Sale. Attorney Barbin stated that we should just hold on to the subdivision information. Mr. Barton indicated that Mr. Brown brought to his attention as well that there is no specified width on the right-of-way of the windmills and this should be included. Mr. Beyer noted that this is included in writing on the bottom of the maps. Mr. Barton reviewed with the Board the map which showed the proposed piece of property. Mr. Barton stated that there is a right-of-way road included which would give us access to the western end of the property.

Attorney Barbin pointed out that everything that Mr. Brown has done will be used, to which Mr. Barton agreed stating that Mr. Brown did not want to do everything three times. Mr. Yetsko questioned if we should abide by what Mr. Brown has prepared, to which Attorney Barbin replied affirmatively. Mr. Yetsko questioned the amount of Mr. Brown's invoice, to which Attorney Barbin replied that it was \$1,250 for everything. Mr. Beyer noted that the Authority would also then have the expense for the subdivision. Attorney Barbin agreed indicating that there are other expenses that the Authority will have as well. If the Authority is going to spend \$189,000 on the purchase, we would want to have a title search done as well. Mr. Barton commented that there probably was already a title search done on the property in the past when the windmills were installed.

Attorney Barbin indicated that he wants to see an Agreement of Sale for the Board to review before action is taken on the purchase of the property. The only official action by the Board at this meeting would be to approve the invoice received from Mr. Brown. Mr. Beyer stated that Attorney Barbin should keep him informed on when the signatures will be needed on the subdivision plans. Mrs. Ringler commented that Mr. Brown was going to contact her tomorrow to pick up the signed subdivision plans, to which Attorney Barbin stated that he would contact Mr. Brown first thing in the morning to clarify everything and indicate that we are not ready to sign anything at this point.

Mr. Mark Castel questioned if we have received the windmill monies as yet this year, to which Mrs. Ringler replied that the true-up check is received sometime in August (usually around \$20,000). She questioned the Board where this check should be deposited to when received. She noted that we do pull 2% out of the capital improvement fund each month; and perhaps we should pull monies from this account for payment of Mr. Brown's invoice.

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY APPROVED THE INVOICE RECEIVED FROM MR. FRED BROWN IN THE AMOUNT OF \$1,250 TO BE TAKEN OUT OF THE CAPITAL IMPROVEMENT FUND, #106.5. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

XII. SOLICITOR'S REPORT

Attorney Barbin commented that he did provide his report prior to the meeting.

Attorney Barbin reminded the Board that we did receive a letter from Scanlan & Walton Attorneys-at-Law (Pittsburgh) relative to a potential lawsuit (slip and fall accident on December 30, 2016 in the Borough). Named in the suit are the Water Authority, the Borough and the Sewer Authority. Mr. Cadwallader has already passed the information along to the Authority's insurance company. The lawsuit does not state where the accident happened. Attorney Barbin will keep the Board informed of further developments.

XIII. FORESTER'S REPORT

Mr. Barton commented that, since we are purchasing the property discussed above, and since the timber was recently cut, it might be wise to have someone determine if they have cleaned up the roads and trails. The cut was severe; and we should insure that all clean-up took place. Mr. Miorelli questioned if Mr. Barton would have time to review the area, to which Mr. Barton agreed. Mr. Barton indicated that, if he does find something, he will not take any action until we have a signed agreement.

Mr. Barton informed the Board that he has already been in touch with the Blue Knob Fire Company (Mr. Salyards), who indicated that, because of all of the rain we have been having, clean-up has been difficult. Mr. Barton stated that he is sure the fire company is going to request only one clean-up to take place after their final run.

XIV. UNFINISHED BUSINESS

- Employee Issues

Mr. Cadwallader noted that he met with all of the employees and there were no matters brought forth.

- Blue Knob Poker Run

Discussed earlier in the meeting

XV. NEW BUSINESS

- Jamestown Rod & Gun Poker Run

Discussed earlier in the meeting.

- Sassy Sisters Sheriff's Sale

Discussed earlier in the meeting.

- EMC Insurance Renewal

Discussed earlier in the meeting.

- Electric Quotes

Discussed earlier in the meeting.

- Dirty Water – Dulancey Drive and Groggin Lane

Discussed earlier in the meeting.

- Permits for Fill Station

Discussed earlier in the meeting.

XVI. GOOD OF THE ORDER

- Adjustments

Discussed earlier in the meeting.

XVII. ADJOURNMENT

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. YETSKO, THE BOARD ADJOURNED THE MEETING AT 9:00 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND, AND MR. YETSKO.

XVIII. NEXT MEETING

The next meeting will be held on Thursday, September 7, 2017 at 7:00 p.m.

Respectfully submitted,



Sharon Squillario
Recording Secretary