

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage was held on Thursday, November 2, 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.

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.

III. CORRESPONDENCE

Mr. Miorelli apprised the Board that information was received relative to renewal of the agreement for the State surplus property program. After discussion, the Board agreed to the renewal of the agreement with Mr. Cadwallader being the authorized purchaser. There is no cost related to the renewal of the agreement. Mr. Yetsko questioned if we have purchased any items from the surplus in the past, to which Mr. Cadwallader replied that we did purchase our first generator there. Mr. Miorelli noted that Penn State also had a surplus but he is unsure if it is still in existence.

IV. APPROVAL OF MINUTES

ON MOTION OF MR. YETSKO, SECONDED BY MR. MARK CASTEL, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE OCTOBER 5, 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.

V. AGENT'S EXPENDITURES

No Agent's expenditures to be presented for the period of October 1, 2017 to October 31, 2017.

VI. INVOICES

American Water Works Assoc.	\$ 345.00
Battery Warehouse	410.00
Brady Warner	100.00
Cambria Mailing Services, Inc.	76.30

Cambria Systems, Inc.	668.76
Charley Corp Inc.	57.60
Cintas	53.39
CMPA	1,000.00
Craig Castel	50.00
Diversified Technology	1,480.00
EADs Group	3,351.13
FWF Insurance Agency, Inc.	3,314.00
Grainger	271.28
H.W.Z. Coal Yard	35.36
JC Ehrlich Co Inc.	165.00
John Gartland	50.00
Kline Kimlin	6,450.00
L/B Water Service, Inc.	26,616.75
Laurel Sand and Stone	972.68
Link Computer Corporation	852.52
Long Barn Inc. II	372.96
Mark Castel	50.00
Mary L Elchin	260.00
Mountain Research, LLC	156.00
Peoples Natural Gas Company	7.82
Portage Auto Parts	12.38
Portage Post Office	147.00
Portage Service Center	575.16
Ray Oil and Gas Co.	415.51
RDM – Johnstown LLC	1,166.00
Ronald J Cadwallader, Jr	20.00
Sharon Squillario	50.00
Stager's Store	220.91
Univar USA, Inc.	98.31
Verizon Wireless	149.90
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	\$50,021.72

Paid Bills

Hilltop Office Supply, Inc.	\$ 236.86
Jessica Lucas	100.00
PA Once Call System, Inc.	45.72
Peoples Natural Gas Company	40.31
Brenda Stager	100.00
Comcast	313.25
Highmark Blue Shield	7,942.03
Penelec	1,356.22
PennDot	10.00
REA Energy Cooperative, Inc.	541.77
Dave Novotny	50.00
Aflac	226.22
Galeton	28.64
Martina Vermeulin	100.00
Pro Disposal, Inc.	142.00
Sheetz Fleet Service	219.82
Staples	84.98

Verizon
WB Mason Co. Inc.

424.47
233.12

\$12,195.41

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES IN THE AMOUNT OF \$87,673.04 (REGULAR BILLS, \$50,021.72; PAID BILLS, \$12,195.41; 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.

VII. TREASURER'S REPORT

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE OCTOBER 2017 TREASURER'S REPORT AS IT WAS PREVIOUSLY DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE REPORT WITH A BALANCE OF: BEGINNING CASH, \$1,638,522.66; CASH IN, \$248,018.53; CASH OUT, (\$250,884.60); ADJUSTMENT, (\$0.00); ENDING CASH, \$1,635,656.59. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND AND MR. YETSKO.

VIII. 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.

Mr. Cadwallader noted that a letter was received from the Sewer Authority which will be addressed under the Solicitor's report.

Mr. Cadwallader reminded the Board of the budget meeting scheduled for November 21, 2017 at 7:00 p.m.

Mr. Cadwallader indicated that the Link Site Care and Maintenance Service Agreement has been received. He reminded the Board that the cost of this agreement is split three ways between the Sewer Authority, the Water Authority and the Borough. Mr. Cadwallader informed the Board that monies have been budgeted for renewal of the agreement (Account #489).

Mr. Cadwallader informed the Board that there is a CD that will be coming up for renewal two days after the next meeting. He questioned the Board as to whether the CD should be renewed or if the monies should be used to purchase the Cooney land under the agreement. The amount of the CD is \$190,000. Attorney Barbin questioned what would be used for purchase of the land if the CD is renewed, to which Mr. Cadwallader replied that we would have to pull a CD back and pay a penalty on it for the interest. Attorney Barbin noted that the cost for the purchase of the land would be \$187,551 (229 acres).

ON MOTION OF MR. YETSKO, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY AGREED TO NOT RENEW THE CD AS DISCUSSED ABOVE AND TO HOLD THOSE MONIES FOR PURCHASE OF THE COONEY PROPERTY. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR.

MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND AND MR. YETSKO.

Mr. Cadwallader reported that a request for an adjustment was received from the resident at 177 Club Road. The resident had a leak in the pit which was found by the Authority employees. The total adjusted bill would be \$136.03. Mr. Miorelli questioned if this resident has been tied into the main, to which Mr. Cadwallader replied that the line was placed across the road today; and once the bacteria samples have been run on the main and received that they are satisfactory, we will tie everyone in.

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. CRAIG CASTEL, THE BOARD UNANIMOUSLY APPROVED THE REQUEST FOR THE ADJUSTMENT AS NOTED ABOVE. 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 vacuum that Mrs. Elchin was using for cleaning broke and she is currently using her personal vacuum for cleaning. A quote was received for replacement of the vacuum from Allegheny Supply for an industrial sweeper like the school uses in the amount of \$419. There is a warranty on the motor and removable parts off of the motor for two years; everything else would be covered under a one-year warranty. Mr. Miorelli questioned if everyone is aware that the filter on the sweeper should be cleaned regularly, to which Mr. Cadwallader replied affirmatively.

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY APPROVED THE PURCHASE OF THE SWEEPER FROM ALLEGHENY SUPPLY AT A COST OF \$419. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND AND MR. YETSKO.

Mr. Cadwallader explained to the Board that, when the sewer line was being placed, we had to cut through the concrete in the bathroom with a jackhammer, which caused a lot of concrete dust to accumulate throughout the office area even though the door was shut. He obtained two quotes for cleaning of the office, scrubbing the walls and carpets, etc. One quote was from ServePro in the amount of \$1,400; and the second was from Safari Cleaners in the amount of \$670. Mr. Mark Castel questioned if the cleaning could be done in-house, to which Mr. Cadwallader replied that it requires a major cleaning with wiping the walls down, etc. Mr. Miorelli commented that the office area was just painted not too long ago; and the dust on the walls is noticeable. Mr. Yetsko questioned where the monies would come from, to which Mr. Cadwallader replied that we could take the monies from either Account #476, Repair and Maintenance Supplies, or Account #484, Office Account. He commented that Account #476 has the smaller amount currently. Mr. Miorelli noted that if the cement chips get into the carpeting it will ruin it. Mr. Garland questioned how long the cleaning would take, to which Mr. Cadwallader replied that it could be done overnight. Mr. Yetsko questioned who would be present to supervise the cleaning, to which Mr. Cadwallader replied that both firms have a supervisor, but he could be present as well when the cleaning takes place if the Board desires. Mr. Miorelli questioned if all of the furniture will be moved prior to cleaning, to which Mr. Cadwallader replied affirmatively. Mr. Yetsko questioned who is requesting that the cleaning be done, to which Mr. Cadwallader replied that the office staff asked him to look into this. He told the staff that he would obtain quotes and present it to the Board for consideration.

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY ACCEPTED THE QUOTE RECEIVED FROM SAFARI CLEANERS FOR CLEANING OF THE OFFICE IN THE AMOUNT OF \$670 AND THAT MR. CADWALLADER WOULD BE PRESENT TO SUPERVISE WHEN THE CLEANING TAKES PLACE. MONIES WILL BE TAKEN FROM ACCOUNT #484, OFFICE ACCOUNT. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND AND MR. YETSKO.

Mr. Cadwallader informed the Board that he received a call from the Authority's Workers Compensation carrier questioning if there were any duties available for Mr. Feathers to do if he was to come back on light duty. Attorney Barbin questioned if this has been done in the past, to which Mr. Cadwallader replied negatively. Attorney Barbin expressed his opinion that this is not a good practice to start if we have not done it in the past. Mr. Mark Castel commented that he would be concerned if something happened while Mr. Feathers was on light duty. It was determined after discussion that there were no duties for Mr. Feathers to perform on light duty. Attorney Barbin pointed out that we do need to protect our employees.

IX. SOLICITOR'S REPORT

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

Attorney Barbin apprised the Board that a letter was received from Attorney Dennis McGlynn, Solicitor for the Sewer Authority, in follow-up of the meeting held between the Water Authority Board and the Sewer Authority Board. The letter stated that the two groups came to an agreement that the Martindale building would be a \$3,000 fee, consisting of a \$1,500 connection fee and a \$1,500 collection fee (capacity fee). Mr. Beyer noted that also discussed was the \$1,500 tap fee for the Cambria Street office which did not include the capacity fee because the capacity was already present. Mr. Cadwallader stated that the Sewer Authority did agree to waive the \$1,500 tap fee for the Cambria Street building. Attorney Barbin noted that the letter from Attorney McGlynn also stated that the Sewer Authority would not charge the Water Authority any sewage fees; and the Water Authority would not charge the Sewer Authority any water fees unless they go over a 200,000 gallon maximum.

Mr. Mark Castel questioned Attorney Barbin if he would foresee any repercussions from the above agreement. Mr. Cadwallader commented that this agreement is similar to that which the Authority has with the Park. Attorney Barbin replied that it is his opinion that free service is never a good idea; however, it is best to place a cap on it as was done with the Park in the past so you have some type of control and you are protecting your assets. Attorney Barbin emphasized that there has always been a strong cooperation between the Water Authority, the Sewer Authority and the Borough; and it is definitely a good thing to have cooperation between the various Authorities. Attorney Barbin pointed out that, in his legal opinion, the Water Authority is permitted under the law to make this agreement with the Sewer Authority.

Attorney Barbin stated that, if the Board is in agreement, he will request that Attorney McGlynn prepare an agreement in response to the points stated in his letter; and the Board can then take action when the agreement is received from Attorney McGlynn. The Board agreed with this action.

As it relates to the Cooney property purchase, Attorney Barbin noted that we are awaiting approval by the Township. Mr. Beyer indicated that the Township did approve same at their meeting last evening; and Mr. Beyer received a copy of the application today. Attorney Barbin

commented that, if this is the case, the signed subdivision plan and the signed application will need to be given to Attorney Neugebauer. He pointed out that the Board has already approved the Agreement of Sale, which would authorize the payment of the purchase price of the land. Therefore, once he receives notification from Attorney Neugebauer, he will contact Mrs. Ringler relative to cutting a check for payment.

Mr. Mark Castel commented that the original request was for 232 acres and now it is 229 acres. Attorney Barbin explained that it was 232 originally; however, it was paired down. Cooney would not sell the windmill area; and the Authority did not want to purchase the power line land. Mr. Barton explained that there were nine acres on the other side of the power line that he recommended the Authority purchase because there was a road that would give the Authority right-of-way into the area above the reservoir and above the buildings. Cooney stated that this area was part of the agreement with the mines, so this was taken off of the table during discussions. The Authority then took the power line land off of the table; and Cooney said he wanted the windmill area, so that total land area has been changed numerous times. Attorney Barbin clarified that the original agreement was for the purchase of 289 acres and it has changed after numerous discussions.

X. ENGINEER'S REPORT

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

Mr. Beyer informed the Board that, as it relates to the long range plan, Mr. Beyer is willing to assist the Authority in compiling the priority list for the long range plan.

Mr. Beyer noted that he did prepare an easement for the water line extension in Benscreek. He commented that there is no change on the status of the Route 53 project.

Mr. Beyer stated that he has not heard anything relative to the review of the bulk water permits, to which Mr. Cadwallader interjected that he did inquire and the permits are under review currently.

Mr. Beyer noted that he will have a letter for the Board's review at the next meeting relative to the renewal of the agreement with EADS for engineering services. He apprised the Board that the retainer fees will remain unchanged for 2018.

XI. FORESTER'S REPORT

Mr. Barton informed the Board that he did address the ordering of the seedlings from the Game Commission as discussed at the last meeting.

Mr. Barton reported that he did place a call to the power line company that did the work near the reservoir; and he has not received a return call. He emphasized that the next time the Board receives a request from this company, he seriously believes we should not let them on the Authority's property. Mr. Barton explained that there have been numerous concerns. He asked that they not mow, and they did; the cutting of the trees was terrible; and they did not give Mr. Barton a copy of the signed agreement. Mr. Barton pointed out that he will meet with the company and explain the concerns that we have. He stated that this is a subcontractor of REA; and the next time that they request to be on the property, the Board should deny access unless they are supervised. He emphasized that the Authority is the landowner and should be able to stipulate how the work is being done. Mr. Barton noted that he will keep Mr. Cadwallader apprised of the situation.

As it relates to Blue Knob, Mr. Barton informed the Board that he did request that Blue Knob get back to him when they have cleaned up the area after their last run. He will have a report for the Board at the next meeting. Mr. Barton pointed out that he does not believe there was any damage to the property after the run in September because it was very dry at the time. Mr. Mark Castel commented that he thought everything was taken care of after each run, to which Mr. Barton replied that the agreement is that after each run everything is to be cleaned up. Mr. Barton noted that Blue Knob did block some roads after a previous run and did not clean them up. They then put some brush on them; however, the brush just washed away.

Mr. Miorelli noted that he walked some of the trails. The trail on the Martindale watershed across from Piper Hollow, when they quarried the stone for the reservoir, some of the cuts are still in piles in the area. This trail is getting washed out regularly. Mr. Barton stated that Blue Knob did not run this area. He noted that he and Mr. Cadwallader discussed this and will be reviewing this area. Mr. Barton explained that there was an old spring in this area; and this is the only area that does not have rock under it. It has been cleaned up three times; and this is an area that is run every day and there is no way to get around it. Mr. Barton noted that we will have to address this area eventually; and if we block this area, he does know that the riders will make a trail around it. He noted that Walker Lumber did stone the heads of all of the streams; however, this area does not have rock underneath. When riders go through, it expands to both the left and right and it keeps getting larger.

Mr. Miorelli commended Mr. Barton on the storage container that was chosen for the Martindale plant, to which Mr. Barton replied that he merely reviewed the containers and Mr. Cadwallader made the final decision.

XII. UNFINISHED BUSINESS

- Employee Issues

No employee issues to be presented.

- Martindale Sewer Tap Fee

Discussed earlier in the meeting

- Cambria Street Sewer Tap Fee

Discussed earlier in the meeting

- Budget Meeting

Discussed earlier in the meeting

XIII. NEW BUSINESS

- Light for the Martindale Plant

Mr. Miorelli commented that he did receive a call from the Martindale plant relative to the need for a new light, which was addressed. He commented that he believes that we need as many lights as possible around the plant. Mr. Miorelli noted that perhaps Mr. Beyer could look into

what lights are needed at the breast of the reservoir as well. Mr. Beyer stated that Homeland Security will come in and review what lighting is needed if we request them to.

- Link Site Care and Maintenance Service Agreement

Discussed earlier in the meeting.

- Allegheny Supply - Vacuum

Discussed earlier in the meeting.

- Office Cleaning

Discussed earlier in the meeting

- CD Renewal

Discussed earlier in the meeting

XIV. GOOD OF THE ORDER

- Request for Adjustment

Discussed earlier in the meeting.

XV. ADJOURNMENT

ON MOTION OF MR. YETSKO, SECONDED BY MR. MARK CASTEL, THE BOARD ADJOURNED THE MEETING AT 7:55 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. MIORELLI, MR. CRAIG CASTEL, MR. MARK CASTEL, MR. GARTLAND AND MR. YETSKO.

XVI. NEXT MEETING

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

Respectfully submitted,



Sharon Squillario
Recording Secretary