

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage was held on Thursday, February 6 2020, at 7:00 p.m., in the Conference Room at 606 Cambria Street.

Those in attendance were:

Brent Kinley, Chairman
Craig Castel
Mark Castel
John Morgan
Jerome Yetsko

Also present were: Ron Cadwallader, Supervisor; Joe Beyer, The EADS Group; Ron Portash, Mainline Newspapers; D.J. Moore, Authority Employee; Mike Barton, Forester; and Mike Jubina, Doug Wagner and John Belovsky, Residents.

I. CALL TO ORDER

Mr. Kinley, 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. Kinley recognized Mr. Portash, Mainline Newspapers. He also recognized Messrs. Jubina, Wagner and Belovsky, who indicated that they had nothing to bring to the Board at this meeting.

III. EXECUTIVE SESSION

ON MOTION OF MR. MORGAN, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED TO GO INTO EXECUTIVE SESSION AT 7:05 P.M. TO DISCUSS PERSONNEL MATTERS. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

IV. RECONVENE OF REGULAR SESSION

ON MOTION OF MR. MORGAN, SECONDED BY MR. CRAIG CASTEL, THE BOARD UNANIMOUSLY AGREED TO RECONVENE INTO REGULAR SESSION AT 7:35 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

V. CORRESPONDENCE

Mr. Kinley informed the Board that information was received relative to Board member training to be presented by the Pennsylvania Municipal Authority. The training will take place at three different locations (central, east and west locations) on March 11, March 19 and March 25. Any Board member interested in attending the training was asked to contact Mr. Cadwallader.

VI. APPROVAL OF MINUTES

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. CRAIG CASTEL, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE JANUARY 2020 MINUTES BEING THAT THEY WERE DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE MINUTES AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

VII. AGENT'S EXPENDITURES

No Agent's Expenditures to be presented for approval.

VIII. INVOICES

Allegheny Supply	\$ 92.82
American Water Works Assoc	50.00
Applied Industrial Technologies	242.25
Borough of Portage	68.94
Brent Kinley	40.00
Brian Cadwallader	300.00
Cambria Mailing Services, Inc.	167.43
Charles Gouse	300.00
Christene Ringler	200.00
Cintas	230.93
CMPA	1,000.00
Cole-Parmer	12,602.98
Commonwealth of Pennsylvania	10,000.00
Craig Castel	40.00
Curry Fluid Power	25.20
DJ Moore	300.00
EADs Group	502.25
Fairway Laboratories Inc.	234.00
Foster F Wineland, Inc.	283.62
Hach	246.38
Hawk Mtn Labs Inc	2,200.00
Heritage Environmental	9,695.00
Hite Company	156.00
Impala Motors, Inc.	447.74
John C Morgan, Jr	40.00
John M Bilchak	300.00
Joy Powers	200.00
L/B Water Service, Inc.	86.50
Link Computer Corporation	2,220.02
Long's Equipment	35.00
Mainline Newspaper	99.16
Mark Castel	40.00
Mark Kennedy	300.00
Mary L Elchin	260.00
Mosholder Insurance Agency	3,584.00
PA Rural Water Association	405.00
Peoples Natural Gas Company	318.19
PMAA	902.64
PMRS	14,346.00
Portage Auto Parts	445.05
Portage Post Office	165.00
Portage Service Center	614.00
Ray Oil & Gas Co	2,449.81
RDM-Johnstown LLC	292.00
Ronald J Cadwallader Jr	320.00
Sharon Squillario	50.00
Stager's Store	223.39
Todd Feathers	300.00

Tribune Democrat	257.50
Univar USA Inc.	7,990.58
Vermeer Sales & Service Inc.	406.91
Visa – 1 st Summit	374.09
Water System Solution, Inc.	120.00
WB Mason Co Inc.	56.35
	<u>\$76,626.73</u>

	<u>Paid Bills</u>	
Aflac		\$ 139.84
Comcast		322.77
PA One Call System, Inc.		18.31
Penelec		1,271.59
Robert Castel		100.00
UPMC Health Plan		9,294.55
Verizon		475.49
Sheetz Fleet Service		269.58
Pro Disposal, Inc.		161.00
REA Energy Cooperative Inc.		1,427.94
Zachary Cronauer		100.00
Verizon Wireless		94.81
		<u>\$13,675.88</u>

ON MOTION OF MR. YETSKO, SECONDED BY MR. MARK CASTEL, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES IN THE AMOUNT OF \$116,866.52 (REGULAR BILLS, \$76,626.73; PAID BILLS, \$13,675.88; PennVEST, \$3,896.36 AND \$5,508.55; USDA, \$16,051.00; 1ST SUMMIT, \$1,108.00). BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

IX. TREASURER’S REPORT

ON MOTION OF MR. CRAIG CASTEL, SECONDED BY MR. MARK CASTEL, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE JANUARY 2020 TREASURER’S REPORT AS IT WAS PREVIOUSLY DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE REPORT WITH A BALANCE OF: BEGINNING CASH, \$1,729,205.19; CASH IN, \$249,339.21; CASH OUT, (\$277,760.69); ADJUSTMENT, \$1,760.99; ENDING CASH, \$1,702,544.70. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

X. SUPERINTENDENT’S REPORT

Mr. Kinley 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 informed the Board that the filter media sample was completed; and the first set of samples came back noting that the anthracite was bad in two cells in filter A at the Martindale plant. It was resampled; and the sample came back that cell #1 still does not meet criteria; and cell #2 was fine. Mr. Cadwallader noted that we will need to continue testing cell #1 to determine if we need to redo the anthracite or not.

Mr. Morgan questioned the charges for the testing. He stated that the Authority paid \$340 for testing of cell #1 and #2. He questioned whether we were charged for the other cell when it was retested, to

which Mr. Cadwallader replied affirmatively. Mr. Morgan questioned the results for cell #3, to which Mr. Cadwallader replied that it was checked and was satisfactory. Mr. Cadwallader commented that the only thing that was questionable was the anthracite in filter A. He explained that, when the sample was taken in cell #2, there was some sand mixed in with the sample and it could not be distinguished between the sand and the anthracite because they are the same color. Mr. Cadwallader commented that this is a bench test in order to have a better hold on the media through DEP's media program. Mr. Cadwallader apprised the Board that the next samples could be from filter B, cells #4, #5, and #6 at the Martindale plant and filter B at the Benscreek plant; or we could do both filters B and C at Martindale and filter B in Benscreek and be ahead of the game in order to have a baseline on whether or not anything needs addressed. Mr. Morgan questioned if the charge for the testing would be \$175 per cell, to which Mr. Cadwallader replied affirmatively. Mr. Cadwallader noted that the testing is being done by Hawk Mountain Lab.

As it relates to the pump station project, Mr. Cadwallader stated that the project is approximately 98% completed. There is still another 60 feet of pipe to be placed; and it is hoped that this can be completed tomorrow. If this can be completed tomorrow, Mr. Cadwallader indicated, we can have it sanitized, pull the samples on Monday and Tuesday; and if the samples are satisfactory, it will be complete. One pump is already installed and the lines are run to it; and there is some electrical work to be completed, but there are some residents already being fed off of the line. As a matter of information, Mr. Cadwallader brought Mr. Morgan up to date on this project as Mr. Morgan is a new Board member.

Mr. Cadwallader commented that, as it relates to Puritan Road, they are looking at doing another pile up above near Fisher's (inlet that cuts down in off of Route 164). The Authority's permission is being requested to cross the water line in that area. Mr. Cadwallader explained that since the area is pretty soft, it would be his recommendation to place 18-24" of shale so that no sinking takes place that would cause crushing of the line. In addition, we would need a liability agreement signed for any damages to the line that may occur. Mr. Beyer questioned if it could be plated, to which Mr. Cadwallader replied that we could do that; and he explained that all of the water that comes down Route 164 goes into this area. Mr. Mark Castel questioned what we could do to divert the water, to which Mr. Cadwallader replied that this would be a concern of the State. Mr. Yetsko questioned if we would do both shale and plate it, to which Mr. Cadwallader replied that the contractor could be required to do this; and the contractor would be liable for any damages.

Mr. Cadwallader informed the Board that we are having concerns with the dialers in the security systems at the plants. The dialer in Martindale was repaired. Mr. Cadwallader just received another dialer for Benscreek; however, we may have to change a piece of telephone line in order to repair it completely. Mr. Morgan noted that he never trusted the dialers. He stated that we took away from the employees the hour in the afternoon to check the plants. Mr. Morgan explained that, when the employees go out at 6:00 a.m. and leave at 8:00 a.m., they may not go back until 22 hours later. He emphasized that this is a lot of hours where the plant is not being checked and anything could happen during this time. Mr. Kinley questioned if we could have the employees check the plant at the end of the day instead of instituting overtime, to which Mr. Morgan replied that he was referring to the weekends. Mr. Morgan commented that it would only take one hour to check both plants on the weekend. Mr. Mark Castel questioned how much time we are looking at, to which Mr. Morgan replied that for some employees it may be two hours, but for other employees it may be four hours. Mr. Cadwallader agreed noting that it all depends on the employee and who is more familiar on what to look for. Mr. Kinley questioned if we could switch the schedules so that we do not have two employees not familiar out at the same time so that we can ensure we are only doing two hours, to which Mr. Cadwallader replied that we run a single person on the weekend. To ensure it is only two hours, Mr. Cadwallader noted, we could complete all of the paperwork on Monday. Mr. Morgan noted that this would be satisfactory.

ON MOTION OF MR. MORGAN, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED THAT THE EMPLOYEE THAT IS ON CALL FOR THE

WEEKEND WOULD BE REQUESTED TO CHECK THE PLANTS FOR ONE HOUR IN THE AFTERNOON ON WEEKENDS AND THAT ANY NECESSARY PAPERWORK FOR THESE CHECKS WOULD BE COMPLETED ON THE MONDAY FOLLOWING THE WEEKEND. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

Mr. Cadwallader apprised the Board that, at the exit conference for the filter plant evaluation, there was mention made regarding the media sample and the paddle drives. It was suggested that, since the paddle drives are not being used, they should be removed. Mr. Cadwallader noted that a meeting was then held with DEP and the sanitarium and explained the situation. Mr. Cadwallader explained that, in order to remove the paddle drives, you would have to get inside and remove the paddles and arms. In addition, he pointed out, there is a shaft that runs from one end of the clarifier to the other, which would mean that we would have to punch a hole in the wall to remove it. Mr. Cadwallader pointed out to the Board that a plan was developed and sent to Pittsburgh (DEP) for consideration. The plan included the removal of the paddle drive motors, cut the end of the shaft off so that it is flush, and remove the electrical, which would make the paddles inoperable. Mr. Cadwallader commented that, if at some point we do anything to revamp the plant or the clarifiers, we could address this then instead of putting holes in the wall. Mr. Cadwallader indicated that this plan was acceptable by DEP. It was questioned at the meeting with DEP if any plan was determined for mixing; and one suggestion was to take a piece of the new eggshells and place it in the influent troughs as a static mixer (no movable parts). Mr. Cadwallader noted that this plan would require a minor permit; and it would also require a hydraulic flow study on the clarifiers to be done by the Engineer. Once the study is done, we can file for the permit and inform DEP what was done with the paddle drives. Mr. Cadwallader commented that, if the Board is in agreement, he would work with Mr. Beyer to have the study completed and move forward. Mr. Morgan questioned what will be done if this does not work, to which Mr. Cadwallader replied that it would just be pulled back out. The Board agreed to move forward with Mr. Cadwallader's recommendation.

Mr. Cadwallader apprised the Board that next week we will be having a two-day, full sanitary survey of both plants (occurs every three years). The inspection will cover both plants, the well sites, the surface water, the tanks, the distribution system, and review of paperwork.

Mr. Cadwallader stated that Precision Business Solutions (PBS) had advertised information relative to ways they could potentially save the Authority money on its telephone system. PBS came to the Authority office, reviewed what is currently in place, and demonstrated what they could do to save costs. Mr. Cadwallader provided a quote received from PBS, which included labor (installation) costs of \$1,500 plus travel time; service and support totaling \$1,188; and new telephones totaling \$1,025 (total of \$3,713 up front costs). Mr. Cadwallader indicated that the new PBS system would be a monthly bill of \$129 per month (\$1,548 billed annually). Currently, in the Authority office, we have four lines. The current bill for internet, voice and TV is \$308.83 per month; and with PBS, this would be \$240. We would delete three lines and only keep one line for the fax (a savings of \$65). As it relates to the Martindale plant, Mr. Cadwallader pointed out that we currently have two lines; and the current bill for internet and voice is approximately \$260, with the new bill with PBS being approximately \$140. We would delete one line at Martindale and only keep one line for the security system and internet (a savings of \$120). Compared to current system costs, and changes to what we currently have, Mr. Cadwallader stated, this would be a total savings of \$185 per month (\$2,220 annually). In comparing the total savings from Comcast and Verizon of \$185 and the monthly bill from PBS of \$129, this would be an approximate savings of \$56 per month or \$672 annually.

Mr. Morgan questioned if this service would be under contract, to which Mr. Cadwallader replied that it would not be a contract per se, but we could choose how long we wanted to keep the service. Mr. Kinley questioned if there are others in the area that use PBS, to which Mr. Cadwallader replied that the CBW Credit Union does use PBS. Mr. Cadwallader stated that we do have internet service at the

Martindale plant; however, at the Benscreek plant we do not have internet so we would have to keep the Verizon line. Mr. Craig Castel questioned how much the Comcast bill would increase once we drop the other telephone lines, to which Mr. Cadwallader replied that the internet cost will probably increase. Mr. Craig Castel commented that we would have to look at this because we may not have a savings or it could increase.

Mr. Cadwallader shared the following benefits of switching to PBS:

1. Voicemail for each individual phone including the Martindale plant.
2. Ability, after hours, to select different options; i.e., transfer to an extension, leave a message, transfer to the on call employee, etc.
3. Separate number to call direct extensions.
4. Ability for employees to transfer calls to the Martindale plant or the on call phone, or an extension and then leave a message if not available.
5. Ability to forward a certain extension right to your cell phone.
6. Ability to check messages from any location.
7. Ability to have voicemail transferred to an email and/or your voicemail.
8. Free unlimited local and long distance calls at the Martindale plant.
9. The Authority office would have the ability to have up to six calls coming in at once, compared to the limited two calls coming in at one time currently.

Mr. Morgan further questioned if we are having concerns with the current system, to which Mr. Cadwallader replied negatively. Mr. Cadwallader noted that this was just being looked at for potential savings.

Mr. Cadwallader informed the Board that we did receive the annual invoice from DEP in the amount of \$10,000.

XI. ENGINEER'S REPORT

A copy of the Engineer's Report was distributed to the Board prior to the meeting.

Mr. Beyer informed the Board that there was no update relative to the Emergency Action Plan; and no update relative to the grant applications that were submitted. He commented that he did provide to Mr. Cadwallader the as-builts for the water line projects on Salt Block Road and Dusty Road.

Concerning the letter received from DEP that was discussed at the last meeting, there are some items that will need addressed. The maximum precipitation study for Pennsylvania has been released; and DEP indicated that we did not have to do anything relative to this until they had sent a letter. Mr. Cadwallader stated that we did receive information that we needed to do a breach analysis and precipitation study, so they are moving forward on the Emergency Action Plan on these. Mr. Beyer stated that he did mention in the past regarding this; and he did think the Authority budgeted money for this. Mr. Cadwallader noted that monies were included in the budget and were carried over from past years. He indicated that DEP is requesting that everything is videotaped; and Mr. Stancovich will be assisting with the videotaping of everything as required. Mr. Beyer stated that the DEP letter also indicated that the dam draw down system does not include an upstream closure; and this would need to be incorporated into future modifications. He pointed out that DEP never mentioned this before. Mr. Beyer is aware that, when we did the feasibility study in 2016, this was not included; therefore, when we move forward we will need to address this as well. Mr. Beyer pointed out that none of the items mentioned in the DEP letter are urgent; however, the Authority does need to start addressing them in order to be in compliance. Mr. Cadwallader explained to the Board that there are two different types of Emergency Response Plans; i.e., an offsite plan to address releases through the County and Emergency Management; and also an Emergency Response Plan through PEMA.

Mr. Beyer noted that he wanted to discuss with the Board an item related to Cichota's Curve. It was brought to his attention that the Township wants to take over Cichota Lane. There were two outstanding properties that needed to be obtained; i.e., a residential property and one property that was the Authority's. Mr. Beyer indicated that Attorney Barbin was to speak with Attorney Webb; and he is not aware that this occurred. He pointed out that he does not think the Authority signed this over; and the Township needs to take over these two properties in order to obtain liquid fuels money. Mr. Cadwallader pointed out that discussion had taken place relative to whether we should deed the property to the Township or provide an easement. At the time, he commented, Attorney Barbin wanted Mr. Beyer to speak to Mr. Bowser. Mr. Beyer stated that information was received that we would need to deed the property. Mr. Cadwallader pointed out that the original discussions on this matter started in 2011 and there was no final decision made. He stated that the Township stated that they were to present a deed for approval; however, we are going to have to go to the Planning Commission because we are going to have to subdivide the property to get to the area. Mr. Beyer pointed out that the Township would take a 33 foot right-of-way through the Authority's property; and he demonstrated what would be required to be recorded and provided to PennDOT in order for the Township to receive the liquid fuels money. Mr. Yetsko questioned the total footage, to which Mr. Beyer replied that he does not know the total footage. Discussion ensued relative to the potential property involved; and Mr. Barton provided an outline of the property in question. Mr. Cadwallader stated that the Township will be coming to the next meeting of the Authority to discuss this matter, along with any necessary paperwork that needs signed.

XII. SOLICITOR'S REPORT

No report.

XIII. FORESTER'S REPORT

Mr. Barton apprised the Board that he continues to work on the marking of the property lines. He did run into a concern on the Castel property where there were some trees cut that were actually on the Authority's property (total value of \$1,000). Mr. Barton will contact the landowners and determine if this was intentional or an oversight and will keep the Board apprised. Mr. Barton stated that he is 25% completed with the boundary line painting; and he will continue until it is complete.

Mr. Barton stated that he had informed the Board at the last meeting that there was an extra monument. Mr. Fred Brown did look at this; and he believes it was a reference monument for one of the deep mines that was in the area and has nothing to do with the property lines. There was a steel pin on the northeast corner of the Castel property that was pulled out; and Mr. Barton believes that whoever cut the timber may have pulled this out. Mr. Barton noted that there are three reference monuments for this pin that have not been disturbed.

XIV. UNFINISHED BUSINESS

- Appointment of Solicitor

Mr. Kinley noted that three letters of application were received for the Authority Solicitor position; i.e., Michael Emerick, William Barbin, and Maiello Brungo & Maiello (Pittsburgh).

ON MOTION OF MR. MORGAN, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY APPROVED THE APPOINTMENT OF MICHAEL EMERICK AS THE SOLICITOR FOR THE AUTHORITY FOR 2020. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

- Board Checks

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED THAT THE MONTHLY BOARD CHECKS BE REDUCED FROM \$50 TO \$45 AND THAT THE \$5 REDUCTION BE PLACED INTO THE EMPLOYEE EDUCATION FUND; AND MR. YETSKO'S FULL CHECK WOULD BE PLACED INTO THE EDUCATION FUND. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

Mr. Kinley requested that this be kept as the standard in order that no changes need to be made in future years.

XV. NEW BUSINESS

- Puritan Project Proposed Crossing Location (Boney Piles)

Discussed earlier in the meeting.

- Standard of Practice

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. CRAIG CASTEL, THE BOARD UNANIMOUSLY APPROVED THE STANDARD OF PRACTICE, PROCEDURE FROM GOING FROM THE WELL TO THE SURFACE IN BENS CREEK, AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

- Liquid Fuels Refund Claim

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED THAT THE LIQUID FUELS TAX REFUND CLAIM BE DEPOSITED INTO THE GENERAL FUND. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

- Treasurer Bond

Discussion ensued relative to the Treasurer Bond.

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. MORGAN, THE BOARD UNANIMOUSLY AGREED THAT DISCUSSION ON THIS MATTER BE TABLED UNTIL REVIEW BY THE NEW AUTHORITY SOLICITOR. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

- PBS Telephone System

Discussed earlier in the meeting.

XVI. GOOD OF THE ORDER

- Signature Cards – Bank Accounts

Required signatures were received.

- PA One Call Refund Check

It was noted that the PA One Call refund check was deposited into Account #104.5.

- Requests for Adjustments

The following requests for adjustment were presented for approval:

- Penn Avenue: total bill, \$252.43; adjusted bill, \$147.11
- 140 Jamestown Road: total bill, \$211,71; adjusted bill, \$118.14
- 906 Conemaugh Avenue: total bill, \$149.55; adjusted bill, \$89.83

ON MOTION OF MR. MORGAN, SECONDED BY MR. MARK CASTEL, THE BOARD UNANIMOUSLY APPROVED THE ABOVE REQUESTS FOR ADJUSTMENT AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

- Executive Session Action

Discussion ensued relative to information received from Mr. Moore during the Executive Session.

ON MOTION OF MR. MORGAN, SECONDED BY MR. CRAIG CASTEL, THE BOARD UNANIMOUSLY AGREED TO REIMBURSE MR. MOORE TWO HOURS OF STRAIGHT TIME BEING THAT THE TIME TAKEN OFF WAS DUE TO A WORKERS COMPENSATION RELATED INJURY. IN ADDITION, IT WAS REQUESTED THAT A POLICY BE DEVELOPED TO STIPULATE THAT, IF TIME OFF IS REQUIRED FOR A WORKERS COMPENSATION PHYSICIAN APPOINTMENT, ALL OVERTIME FOR THE EMPLOYEE WOULD REMAIN AS OVERTIME AND TIME OFF WOULD BE DEDUCTED AS STRAIGHT TIME. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

XVII. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, ON MOTION OF MR. YETSKO, SECONDED BY MR. CRAIG CASTEL, THE BOARD ADJOURNED THE MEETING AT 8:30 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

XVIII. NEXT MEETING

The next meeting will be held on Thursday, March 6, 2020 at 7:00 p.m.

Respectfully submitted,

Sharon Squillario
Recording Secretary