

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage was held on Thursday, June 4, 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; Attorney Michael Emerick, Solicitor; Joe Beyer, The EADS Group; Ron Portash, Mainline Newspapers; Tony Thompson; and Larry Duray and Aaron Offman, Portage Fire Department.

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.

Mr. Kinley recognized Mr. Portash.

Mr. Kinley then recognized Messrs. Duray and Offman of the Fire Department. Mr. Duray commented that the Fire Department has received a few calls from residents in the Township and Borough relative to filling up their pools. He was present at the meeting to inquire if the Fire Department could use the hydrant at the school to fill the tanker to do this. Mr. Morgan questioned if this is the same hydrant that is used to fill the sweeper, to which Mr. Cadwallader replied affirmatively. Mr. Cadwallader explained to the Board that the Fire Department had done this in the past; however, there was an incident where one of the Fire Department members took the tanker to fill up a swimming pool and tagged the hydrant and broke it. Mr. Mark Castel questioned if there are any problems from DEP in doing this, to which Mr. Cadwallader replied negatively. Mr. Morgan commented that the Authority appreciates everything that the Fire Department does; however, he questioned if the Fire Department would take responsibility if there was damage done to the hydrant, to which Mr. Duray replied affirmatively. Mr. Duray explained to the Board that there is not an overwhelming request from residents for this. There are a few people in the Township that have wells and they do not want to run their wells dry. These residents are giving the Fire Department a donation. Mr. Cadwallader questioned how many requests the Fire Department has received, to which Mr. Duray replied that there is one resident on Hammers Street that is putting in a new pool (9,000 gallons of water); and another resident has not gotten back to Mr. Duray as yet.

Mr. Morgan questioned if there is something at the Fire Hall that could be used rather than the hydrant at the school, to which Mr. Duray replied there is a 3" line that comes in off the roof; however, it takes ½ hour to 45 minutes to fill the tanker. Mr. Cadwallader stated that the line at the Fire Hall would be better than the hydrant at the school. Mr. Duray noted that the line is used to fill the tanker for training and fighting fires; however, for a business service, he was not sure if it could be used. Mr. Cadwallader noted that the line is metered for the Fire Department so it would show the increased water usage. Mr. Morgan suggested that, when the tanker is being filled, Mr. Cadwallader should be notified so that we can monitor the number of gallons.

Messrs. Duray and Offman departed from the meeting at this time.

II. CORRESPONDENCE

Mr. Kinley stated that there was no correspondence received.

III. 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 MAY 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.

IV. AGENT'S EXPENDITURES

No Agent's expenditures to be presented.

V. INVOICES

Aflac	\$ 139.84
Brent Kinley	45.00
Cambria Mailing Services, Inc.	75.98
Cintas	85.08
CMPA	1,000.00
Craig Castel	45.00
EADS Group	3,555.58
Fairway Laboratories Inc.	211.50
Groff Tractor & Equipment	337.75
Hite Company	60.00
John C Morgan Jr	45.00
L/B Water Service, Inc.	669.10
Link Computer Corporation	1,312.50
Ludwig Electric LLC	1,748.00
Mainline Newspaper	47.25
Mark Castel	45.00
Mary Lou Lego	325.00
Michael Barton	2,614.00
Michael S Emerick, ESQ	2,090.00
Mosholder Insurance Agency	3,581.00
Niper's Auto Repair	102.55
PA Rural Water Association	249.00
Peoples Natural Gas Company	112.21
Portage Auto Parts	2.29
Portage Post Office	165.00
Portage Power Wash Inc.	87.90
Portage Service Center	432.00
Ray Oil & Gas Co	1,712.06
RDM – Johnstown LLC	1,067.00
Ronald J Cadwallader Jr	20.00
Sharon Squillario	50.00
Stager's Store	333.80
Univar USA Inc.	387.00
Visa – 1 st Summit	15.00

Water System Solutions Inc.	55.00
WB Mason Co. Inc.	73.72
Wicklow, Inc.	135.00
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	\$23,032.11

Paid Bills

Aflac	\$ 139.84
Comcast	307.64
DEP	60.00
Hite Equipment Rental, LLC	150.00
Kasie Chappel	100.00
Lowe's	59.09
PA One Call System, Inc.	31.27
Penelec	1,289.49
Verizon	477.92
Fisher Scientific	1,376.13
Leah Benton	100.00
Pro Disposal, Inc.	161.00
REA Energy Cooperative Inc.	917.58
Sheetz Fleet Service	318.54
UPMC Health Plan	8,360.70
Verizon Wireless	94.57
Cambria County Conservation	750.00
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	\$14,693.77

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. CRAIG CASTEL, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES FOR MAY 2020 IN THE AMOUNT OF \$64,289.79 (REGULAR BILLS, \$23,032.11; PAID BILLS, \$14,693.77; 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.

VI. 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 MAY 2020 TREASURER'S REPORT AS IT WAS PREVIOUSLY DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE REPORT WITH A BALANCE OF: BEGINNING CASH, \$1,719,256.42; CASH IN, \$207,454.48; CASH OUT, (\$217,915.86); ADJUSTMENT, \$0; ENDING CASH, \$1,708,795.04. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

VII. SUPERINTENDENT'S REPORT

As it relates to discussion at a previous meeting relative to the use of credit cards for payment of water bills, Mr. Cadwallader commented that information was included in the Board's information for this evening's meeting. He provided the following synopsis:

- Diversified Technology (Authority's current billing software): will provide a web link, integrated online customer portal and payment system. \$300 to set up system; \$375 for

training. Diversified will provide the service for free. There would be a \$3.00 flat fee to customers (when customer logs in, there would be a \$3 charge). This is only an online web-based service.

- Prospector: provides lower rates to utility companies than other businesses; would be \$0.45 - \$0.85 per transaction; and being a utility company, we can legally charge a fee to cover these costs. Equipment would be provided free; and it would be a month-to-month contract. We could consider charging a flat rate of \$1.00 per transaction. The terminal would be in the Authority office for those coming into the office to make a payment, or a customer could call in with their credit card number to make their payment.

Mr. Mark Castel questioned if it would be overwhelming with customers calling into the office to make a credit card payment, to which Mr. Cadwallader replied that, since the COVID concerns, there have been customers questioning whether they could use a credit card to make their payment; and there have been some questioning whether they could use their debit card. Mr. Craig Castel stated that, since neither alternative would have a cost to the Authority, either option could be chosen. Mr. Cadwallader expressed his opinion that, if there is no cost to the Authority, we should perhaps consider both so that we would have one option for a terminal at the Authority office for those coming in to pay their bill, and the online option would also be available through our normal billing software. Mr. Morgan questioned if the bank would provide some type of service, to which Mr. Cadwallader replied that we talked with Summit Bank; however, no response was received. Mr. Kinley questioned if the charge for the service is billed to the user, to which Mr. Cadwallader replied affirmatively. Mr. Cadwallader noted that a charge of \$3 would be to those using the web-based service; and \$1 for those using the terminal.

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY APPROVED BOTH BILLING SOFTWARE SERVICES AS DESCRIBED ABOVE, AT NO COST TO THE AUTHORITY. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

As it relates to the hiring of summer help, Mr. Cadwallader noted that there were five applications received. He indicated that these positions would be solely used to cut grass. Mr. Morgan stated that he believes the decision on who to hire should be left up to Mr. Cadwallader and Mr. Thompson. Mr. Cadwallader questioned how many positions the Board would agree to hire. Mr. Kinley stated that the decision the Board needs to make is how many positions to hire and at what rate. Mr. Morgan commented that we had budgeted \$10 per hour for the summer help; however, he believes that we should look at \$7.25 or \$8.00 and hire three individuals. Mr. Cadwallader indicated that we had hired two individuals last year. Mr. Kinley noted that we only had two applicants last year; however, we now have five applicants. If we hire three and something does not work out with one of them, we would still have two summer help workers. Mr. Morgan stated that we could start with hiring two; and if the workload is such that you need an additional person, another could be hired as well. Mr. Cadwallader questioned what the starting rate should be, to which the Board determined that it would be \$8.00 per hour.

ON MOTION OF MR. MORGAN, SECONDED BY MR. CRAIG CASTEL, THE BOARD UNANIMOUSLY APPROVED THE HIRING OF TWO SUMMER HELP WORKERS AT \$8.00 PER HOUR, WITH THE DECISION OF WHO TO HIRE BEING UP TO MR. CADWALLADER AND MR. THOMPSON. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

Mr. Cadwallader commented that a list of the non-profit businesses was included with the information for this evening's meeting. Mr. Morgan indicated that perhaps this matter should be

tabled in order for the Board to review the list in more detail. Mr. Cadwallader informed the Board that the water to the Historical Society has been shut off as they are not open currently. Mr. Morgan pointed out that the Historical Society was billed for six months of usage; however, they had "zero" usage for those six months. He stated that he believes that the Authority should either give back part of the payment or provide a credit to the Historical Society. Attorney Emerick pointed out that he included language in his report that the Board could consider for guidelines relating to this matter.

Mr. Cadwallader stated that he received a fax from Attorney Emerick stating that the Cambria County edict of suspension of water services expired yesterday, so termination of water usage for nonpayment or other reasons can resume.

Mr. Cadwallader apprised the Board that FEMA announced the availability of grants. Mr. Beyer stated that the announcement was the availability of \$10M for 50 projects across the United States; however, you have to have a SAM number. To apply, Mr. Beyer noted, the application must be submitted by June 26, to include the SAM and DUNS numbers. Mr. Cadwallader pointed out that these grants would require a 35% match. Mr. Beyer stated that \$10M is not a lot of money, so the chances of receiving a grant may be low. Mr. Cadwallader reminded the Board that we currently have three grant applications pending; i.e., Main Street water line project; Martindale reservoir project; and the Benscreek impoundment repairs project. No information has been received relative to these grant applications to date. Mr. Beyer stated that if any Board members have a project to be considered under the FEMA grant, they should let Mr. Cadwallader know so that we can begin the application process.

As it relates to the Main Street project, Mr. Cadwallader stated that he included in the Board information everything that will be included in the project to include manpower, flagging services, stone, blacktop, permits, dump sites, etc. As it relates to the flagging services, Mr. Morgan stated that with most of these services, if you do not let them know at least two hours in advance about a change, you still have to pay them. Mr. Cadwallader noted that Valley Flagging Services is the lowest cost (Monday-Thursday, \$945/day [10 hours]; Friday, \$756/day [8 hours]; weekly invoice of \$4,536 for three flaggers).

Mr. Kinley informed the Board that he did meet with Mr. Cadwallader and took a ride so that he understood the actual scope of the Main Street project. He noted that, with the weather and everything else that might interrupt the project, he thinks the idea of starting out slow should be reconsidered. Mr. Kinley believes we should hammer the project out at the beginning; and, if we do not run into concerns, such as weather or other delays, we can then scale it back. Mr. Morgan questioned if we could have two crews, one at the upper end and one at the lower end. Mr. Morgan stated that he thought this was a partnership project; and he did not realize that we were going to pay the Borough, Township and Sewer Authority, to which Mr. Cadwallader noted that we would only be paying their overtime. Mr. Beyer explained that the overtime wages that are noted includes all fringe benefits. With PennDOT, the Authority would be getting reimbursed 75% of the costs, so the costs must include the wages, fringe benefits, etc. Attorney Emerick explained that this is only an estimate that we are providing to PennDOT, so we need to include all of the costs. Mr. Cadwallader stated that the same refers to the equipment rental costs because it is actually the Authority's equipment; however, he obtained rental prices on what it would cost if we rented the equipment. Attorney Emerick indicated that we do have a shared services agreement with the Borough and Township, but not with the Sewer Authority, where the Authority would basically reimburse both entities for what the wages were. Mr. Beyer noted that we would have to turn in actual hours of work and it has to be very detailed.

Mr. Cadwallader commented that the estimates include working 10 hours per day; however, we could do eight-hour days, to which Mr. Mark Castel interjected that we could start at 10-hour days

and see how it is going. Attorney Emerick emphasized that we need to ensure that the project is completed by the deadline. Mr. Kinley questioned if it would raise the estimate from the flagger force if we had two crews starting at each end of Main Street, to which Mr. Morgan commented that we would definitely need three more flaggers. Mr. Kinley pointed out that that is one area of the project that may be more difficult, so if we can get the project started faster in the beginning, we can look at it again if we have more time before the deadline. Mr. Cadwallader noted that the plan was to put all of the mains in first, charge it, disinfect it, and sample it; and then we could break out into different crews and do services, such as pieces going across and the tie-ins. Mr. Mark Castel questioned if once the disinfection is done, our part of the project is complete, to which Mr. Cadwallader replied affirmatively. Mr. Beyer then reviewed with the Board the plans for the project and explained what is included as far as what the Authority would be paying for and what PennDOT would be paying for, to include what was included in the betterment for the project. Mr. Beyer informed the Board that he will not be applying for the railroad permit because it would not be received in time. We would need to tie into the old line; and whenever it is decided to do that work, the Authority could apply for the permit at that time (cost of the permit would be between \$10,000 - \$15,000 plus the engineering fee). Mr. Cadwallader commented that this area would be part of betterment for this project.

Mr. Kinley questioned if the Board needs a motion to approve the starting points of the project and the needed crews. Mr. Cadwallader pointed out that he believes we could do the project with one crew going down through and keep installing the pipe as they go along. The t's will be made up beforehand so they will be ready to go. Mr. Morgan questioned if the Township will be assisting every day of the project as well as the Borough and Sewer Authority, to which Mr. Cadwallader replied that the Borough will not be coming every day. The Borough will be doing the milling down Main Street and that is where the Authority will start digging so there will be a lane to place the main. The Township will be hauling all day long, either eight or ten hours. They will stay in the trucks; and once the trucks are full, they will go and dump them. As far as the Sewer Authority is concerned, Ronnie will be digging, and Mark will run the Sewer Authority machine to backfill. Mr. Yetsko questioned where the Township will be dumping at, to which Mr. Cadwallader replied that it will be behind the school. Mr. Cadwallader noted that he has already talked with the Conservation District; and we do have to have a D&S plan, which has been submitted already, along with the placement of a silt fence and a soil sock.

Mr. Morgan questioned, when Mr. Cadwallader said that the Borough would be doing the milling, he thought we were going to saw cut, to which Mr. Cadwallader replied that it will be saw cut; and the Borough has a piece of equipment that is used on the front of the skidsteer. Mr. Morgan questioned if we could saw cut tomorrow to have that completed, to which Mr. Cadwallader replied that he did question whether we could start the project early and he was told that we could not. Mr. Beyer stated that, if something would happen and the project would not go through, then the Authority could not get reimbursed for what was done beforehand.

Mr. Cadwallader questioned the Board how we should proceed with the Township, overtime, etc. Mr. Kinley expressed his opinion that he believes we should start the project off quickly and utilize all the help we can get. Mr. Castel questioned how far apart the two crews would be, to which Mr. Cadwallader replied that his opinion is that with one crew, he believes within one month we will have all of the main in. Mr. Beyer noted that we are going to run into employees perhaps getting sick, having vacation time, other jobs that need done, and you might not have that many people available.

Mr. Beyer explained that basically, \$797,333 is the total estimated cost of the project, with the amount of reimbursement being just under \$500,000. The Authority will have to fund the entire cost of the project up front. In reality, the project will go from Dominic's the entire way up Main Street because that is the area that will be paved; however, you might not have to do all of that.

Mr. Beyer again reviewed, via the plans, what PennDOT will be paying for and what is included in the betterment of the project. Mr. Kinley questioned if the Board is in agreement with starting with the 40 and the overtime and one crew, to which Mr. Mark Castel replied that we need to ensure that we get the section done that has to be done. Mr. Kinley commented that if this section is completed, then we could always scale back. Mr. Cadwallader noted that once the required part of the project is completed, we could then break out into a couple of crews to complete the rest (put service lines in, etc.). Attorney Emerick questioned if the project is going to be started before the next Board meeting, to which Mr. Beyer replied that it would not be. Mr. Morgan questioned when we will be able to start the project, to which Mr. Beyer replied that he talked with John Beck who stated that he just received the justification letter that was sent on May 1 and that he was just starting to review it. Mr. Beyer replied to Mr. Beck that there are parts of the project that the Authority has to start by June 15; and he asked Mr. Beck to document this because the Authority cannot complete one required form until the justification letter is approved. Mr. Beck did document that by June 15 he would need to have plans and specifications submitted to him (which can be submitted tomorrow); and once Mr. Beck gets the justification letter cleared through Harrisburg, we will be able to complete the rest of the form for signature. Mr. Beck noted that by June 15 he would get authorization that the project could be started by July 15 even without a signed agreement. Mr. Emerick noted that we could have a start date for the project and it could still be pulled; and he is not comfortable with not having a signed agreement.

Mr. Kinley questioned Mr. Thompson on his thoughts relative to the project, to which Mr. Thompson replied that he feels comfortable with one crew. If we run into trouble, we can run two crews so that we do not miss the deadline. Discussion took place relative to the estimated cost of the project that was provided to the Board and how those number were derived at. Mr. Yetsko questioned, once the Authority piece of the project is completed, PennDOT will be blacktopping the roadway curb to curb. Mr. Yetsko commented that the Borough would also be installing sidewalks and streetlights.

Mr. Cadwallader commented that he would also like the Board members to think about, prior to the next meeting, how the Authority will be funding this project. He noted that he is currently checking into a line of credit through 1st Summit. We also have CDs that are coming up in August and December; however, the CDs are our backing for the loans with PennVest. Mr. Cadwallader noted that the total funds available in the Capital Improvement Fund are \$117,478. He stated that the interest on a line of credit would be 1.75%, and there would be extra fees if we went this route for tax exempt requests, etc. Attorney Emerick commented that the turnaround for a request for a line of credit may be 30-45 days; and he requested that Mr. Cadwallader request that 1st Summit be in touch with him so that he can begin discussions if this is the route the Board decides on.

VIII. ENGINEER'S REPORT

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

Mr. Beyer noted that there is no change relative to the Emergency Action Plan. As it relates to the three grant requests that were submitted, the grants are potentially to be awarded in July so we will hear at that time.

As it relates to the minor permit amendments for the settlers at the plant, an email was received stating that the fee schedule has been changed; and there is now a \$750 application fee required as minor permit amendments are no longer free.

Mr. Beyer noted that at the last meeting discussion took place relative to the tank; and he was requested to provide an estimated cost for painting, etc. Mr. Morgan stated that this matter could be tabled until a future meeting.

Mr. Beyer noted that Sarah from EADS provided a quote for a GIS mapping system at the request of Mr. Thompson. Sarah would be willing to come to the meeting to discuss this with the Board. Mr. Beyer noted that, when this was discussed with the Board in the past, EADS did all of the survey work so that accurate information was available. It was noted that this matter was discussed in 2015 by the Board; and the cost of the project was \$31,000 at that time. Mr. Beyer noted that the index cards that he provides can be scanned and the Authority can do the work itself. The system can be as good as the Authority wants it to be. Mr. Cadwallader questioned if we could overlay the Sewer Authority maps, to which Mr. Beyer replied affirmatively. Mr. Cadwallader questioned if we could also include the gas lines, to which Mr. Beyer replied affirmatively. Mr. Beyer stated that GIS shares the information.

IX. SOLICITOR'S REPORT

Attorney Emerick noted that a copy of his report was provided to the Board prior to the meeting.

Attorney Emerick stated that the deed was received back from the Township; and a motion would be needed to execute the deed. He noted that it would be a quick claim deed whereby if the roadway ceases to be used as a thoroughfare that it would revert back to the Authority.

ON MOTION OF MR. MORGAN, SECONDED BY MR. MARK CASTEL, THE BOARD UNANIMOUSLY AGREED THAT THE CHAIR OF THE BOARD EXECUTE THE DEED FOR THE PROPERTY AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

As it relates to the discounted water services, Attorney Emerick commented that he included in his report language to be included in the regulations. He noted that any action taken would have to be coordinated with the Sewer Authority as the Sewer Authority does not provide discounted services. The Board agreed that this matter would be tabled until the next meeting.

Attorney Emerick stated that a copy of the revised social media policy was included with the Board's information for this evening's meeting. He commented that the revised policy is basically a middle of the road policy as far as permissive; and the Board can make it as strict as it likes. Mr. Kinley commented that he reviewed the policy; and it does address the concern that the Board had relative to who can post on the social media network. Mr. Mark Castel noted that the policy can always be amended if needed.

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. MORGAN, THE BOARD UNANIMOUSLY AGREED THAT ATTORNEY EMERICK PREPARE A RESOLUTION RELATIVE TO THE ADOPTION OF THE SOCIAL MEDIA POLICY AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

Attorney Emerick commented that Mr. Cadwallader had reported earlier in the meeting relative to the expiration of the suspension of water services. Mr. Morgan questioned what is done if a consumer owes \$1,200, to which Mr. Cadwallader replied that the resident does have the option of setting up a payment plan where it would be required to have one-half of the amount as a down payment, have the bill current, and then every two weeks a payment must be made. Attorney Emerick questioned if a lien is placed on the property, to which Mr. Cadwallader replied negatively; however, the only time a lien was placed related to a line extension project. Attorney Emerick discussed with the Board how the lien process would work. Mr. Morgan commented that we need

to determine how many months delinquent we would allow before placing a lien. We need to take into consideration certain things like the current COVID circumstances. Mr. Kinley stated that, if we specify three or four months delinquent, we could always look at the circumstances that were involved. Discussion also took place relative to the importance of coordinating any action with the Sewer Authority. The Board agreed that this is something that should be pursued; however, further discussion should take place with the Sewer Authority and Central Mainline, as this covers Cassandra. Attorney Emerick indicated that he would research this further and report back at the next meeting.

Attorney Emerick commented that, as it relates to the cutting of trees on the Authority's property, he did speak with Mike Barton; and Mr. Barton has worked out an agreement, which will be presented at the next meeting.

Mr. Mark Castel questioned the information included for the meeting relative to the recreational use of property, to which Mr. Cadwallader replied that this information was received from the Game Commission. It relates to certain things that you would be liable for. Attorney Emerick explained that this is a type of immunity statute that states that if you open up the property for recreational purposes, there are only very limited circumstances that that may involve.

X. FORESTER'S REPORT

No report as Mr. Barton was not present for the meeting.

XI. UNFINISHED BUSINESS

- Treasurer Bond

Discussion ensued relative to a form that needs completed concerning the Treasurer Bond. Attorney Emerick agreed to speak with the Borough regarding this.

- Portage Township Deed

Discussed earlier in the meeting

- Food Pantry/Historical Society Letters

Discussed earlier in the meeting.

XII. NEW BUSINESS

- Summer Help

Discussed earlier in the meeting.

- Credit Cards

Discussed earlier in the meeting

- FEMA Grant

Discussed earlier in the meeting.

- Water Discharge at Plants

Mr. Castel questioned the total water discharge from the plants of 19,000 gallons; and the usage was 7,000 gallons. Mr. Cadwallader noted that flushing was included as well as concerns at Maple Winds.

XIII. GOOD OF THE ORDER

- Scrap Money

ON MOTION OF MR. MARK CASTEL, SECONDED BY MR. MORGAN, THE BOARD UNANIMOUSLY AGREED THAT THE SCRAP MONEY RECEIVED IN THE AMOUNT OF \$1,172 BE DEPOSITED INTO THE CAPITAL IMPROVEMENTS FUND ACCOUNT. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

XIV. EXECUTIVE SESSION

ON MOTION OF MR. MORGAN, SECONDED BY MR. MARK CASTEL, THE BOARD UNANIMOUSLY AGREED TO GO INTO EXECUTIVE SESSION AT 8:34 P.M. TO DISCUSS PERSONNEL MATTERS. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

XV. RECONVENE OF REGULAR SESSION

ON MOTION OF MR. MORGAN, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED TO RECONVENE INTO REGULAR SESSION AT 9:14 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

XVI. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, ON MOTION OF MR. YETSKO, SECONDED BY MR. MARK CASTEL, THE BOARD ADJOURNED THE MEETING AT 9:15 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. CRAIG CASTEL, MR. MARK CASTEL, MR. KINLEY, MR. MORGAN AND MR. YETSKO.

XVII. NEXT MEETING

The next meeting will be held on Thursday, July 2, 2020 at 7:00 p.m.

Respectfully submitted,

Sharon Squillario
Recording Secretary