

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage was held on Thursday, June 3, 2021, at 6:00 p.m., in the Conference Room at 606 Cambria Street.

Those in attendance were:

Edward Alexander
Craig Castel
Christopher McCall
Matthew McCoy
John Morgan

Also present were: Attorney Michael Emerick, Solicitor; Ron Cadwallader, Supervisor; Joe Beyer, The EADS Group; Tony Thompson; Ron Portash, Mainline Newspapers; Doug Wagner, Allegheny Region Recreation Association; and Sharon Squillario, Recording Secretary.

I. CALL TO ORDER

Mr. Alexander called the meeting to order at 6:00 p.m., which was followed by the Pledge of Allegiance and Roll Call.

II. RECOGNITION OF VISITORS

Mr. Alexander recognized Mr. Portash.

Mr. Alexander then recognized Mr. Wagner. Mr. Wagner commented that he was present at the meeting on behalf of the ATV community. He stated that members of the Board had reviewed the area in question; and also members of the Allegheny Regional Recreation Association were in contact with DEP and the insurance company regarding use of the land. Mr. Wagner stated that he does not see where there is a problem going forward with the proposal of opening up the connector from the Hollow Road to the high wall. He noted that the Association can look further into the crossing where there was a water issue and possibly addressing it with limestone. However, Mr. Wagner explained, the source at DEP has stated that this is really not even on their radar. DEP stated that the Authority has a reservoir right alongside a State road and the last thing they think will be an issue will be some dirt off the tires of an ATV. The requirements would be that there has to be testing for turbidity, which is already a test the Authority conducts at this time, along with filtration. Mr. Wagner pointed out that if there was not heavy volume by the main points, you will not see an increase in the need to filter more. When the ATVs are 1.8 miles away, they are not even near creating an issue with this.

In addition, Mr. Wagner pointed out, as it relates to the insurance company that was contacted, they have stated that they have no issues; and he would be willing to make a telephone call to the insurance company on speaker phone in front of the Board so that the Board is aware that there are no issues with the insurance company. Mr. Wagner commented that one of the things that works out good in this instance is that, being that it is public and municipal land, the Authority not only has its regular liability coverage, but also the benefit of the Rule Act covering the Authority as well. Therefore, Mr. Wagner stated, the risk factor is really not a significant increase.

Mr. Wagner stated that he wanted to see the status in moving the line down and opening the one bottom pass from Garbage Hollow over to the high wall and getting the high wall opened up. He pointed out that this will alleviate the safety concerns for riders on the hill where you only have one way in and one way out and riders going excessive speeds. Mr. Wagner stated

that this will also be a good public gesture on the part of the Authority to open the area up because there is not foreseeable impact coming from using the areas that were looked at.

Mr. Alexander informed Mr. Wagner and the Board that he has also spoken with DEP and Mosholder Insurance; and he needs to speak to the Board regarding the information he has gathered at either this evening's meeting in an Executive Session or a Board workshop. In addition, there is a new Game Commissioner who is currently tied up with some things in Clearfield County currently; and Mr. Alexander's goal is to talk to him as soon as possible about the patrolling of the area. Mr. Alexander commented that, until he presents the information he has gathered to the Board, no action can be taken. Mr. Alexander stated that he had a lengthy conversation with DEP; and the Authority's insurance carrier is also sending him more information.

Mr. Morgan questioned if he was correct in understanding that Mr. Wagner talked with DEP, to which Mr. Wagner replied that the Allegheny Region Recreation Association had a meeting and there was a DEP representative from the Clearfield area present; and the group was talking about issues that really cross over with the water issues in the area being discussed as well. Mr. Wagner pointed out that, with that being an exceptional value stream, you do not want ATV traffic through it; and when you come to the streams, you want to take all the steps you need to. He commented that, by the Allegheny Region Recreation Association going in and correcting issues and making pathways available, it basically stops people from doing random acts and trying to find their own way through the area.

Mr. Morgan pointed out that the Board will hear what information Mr. Alexander has gathered and action will be taken from there, to which Mr. Alexander stated that this is the goal.

Mr. Wagner departed from the meeting at this time.

III. CORRESPONDENCE

No Correspondence to be presented.

IV. APPROVAL OF MINUTES

ON MOTION OF MR. CASTEL, SECONDED BY MR. McCOY, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE MAY 2021 MINUTES BEING THAT THEY WERE DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE MINUTES AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

V. AGENT'S EXPENDITURES

No Agent's expenditures to be presented.

VI. INVOICES

	<u>REGULAR BILLS</u>	
Cambria Mailing Services, Inc.		\$ 155.85
ChemStream, Inc.		6,085.00
Christopher McCall		45.00
Cintas		84.11
CMPA		1,000.00

Craig Castel	45.00
Damin Printing	90.00
EADS Group	1,825.83
Edward Alexander	45.00
Fairway Laboratories, Inc	39.00
Foster Wineland, Inc	1,285.00
Groff Tractor & Equipment	31.04
Hach	504.40
Hawk MTN Labs, Inc	680.00
J.M. DeLullo Stone Sales, Inc	3,165.14
John C Morgan, Jr.	45.00
L/B Water Service, Inc.	5,619.50
Link Computer Corporation	151.26
Mary L. Elchin	260.00
Matt McCoy	45.00
Michael S. Emerick, ESQ	365.00
New Enterprise Stone & Lime Co Inc	3,415.81
PA Rural Water Association	635.00
Penelec	986.46
Peoples Natural Gas Company	114.98
Pipelines, Inc.	21.08
Portage Auto Parts	11.49
Portage Service Center	810.90
Pro Disposal, Inc	168.00
Quadient	104.97
Ray's Lawnmower	42.79
Ray Oil & Gas Co.	2,276.59
RDM-Johnstown, LLC	811.00
Ronald J. Cadwallader, Jr.	20.00
Sharon Squillario	50.00
Sheetz Fleet Service	67.25
Smithmyers Electronics Inc	20.00
Stagers Store	68.91
Verizon Wireless	<u>93.76</u>
Total	\$31,285.12

PAID BILLS

Aflac	\$ 139.84
Comcast	318.32
J's Johns LLC	80.00
PA One Call System, Inc.	42.93
Penelec	36.15
Valley Flagging Services, LLC	3,654.00
Verizon	495.21
Visa – 1 st Summit	1,516.72
Lowe's	235.77

Mainline Newspaper	196.00
Mosholder Insurance Agency	3,405.00
REA Energy Cooperative Inc.	855.07
UPMC Health Plan	11,393.07
Valley Flagging Services, LLC	<u>2,079.00</u>
Total	\$24,447.08

As it relates to the invoices submitted for approval, Mr. Alexander questioned if the costs associated with Cambria Mailing Services for postage and mailing of the postcards will be rectified with the recent purchase of the postage machine, to which Mr. Cadwallader replied affirmatively. Mr. Cadwallader noted that the new postage machine will be used for the next mailing.

ON MOTION OF MR. CASTEL, SECONDED BY MR. MORGAN, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES IN THE AMOUNT OF \$82,296.11 (REGULAR BILLS, \$31,285.12; PAID BILLS, \$24,447.08; PennVEST, \$3,896.36 AND \$5,508.55; USDA, \$16,051.00; 1ST SUMMIT, \$1,108.00). BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

VII. TREASURER’S REPORT

ON MOTION OF MR. McCOY, SECONDED BY MR. CASTEL, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE MAY 2021 TREASURER’S REPORT AS IT WAS PREVIOUSLY DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE REPORT WITH A BALANCE OF: BEGINNING CASH, \$1,509,744.80; CASH IN, \$200,992.84; CASH OUT, (\$232,970.70); ADJUSTMENT TO ACTUAL, (\$187.57); CHECK PRINTED AFTER REPORT, \$100.00; INTEREST EARNED CHECKING ACCOUNT, \$24.09; INTEREST EARNED MONEY MARKET, \$93.36; INTEREST EARNED SAVINGS ACCOUNT, \$214.97; ENDING CASH, \$1,478,011.79. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

VIII. SUPERINTENDENT’S REPORT

Mr. Cadwallader stated that we will need to have Attorney Emerick prepare a right-of-way agreement for a piece of property near the Last Chance in order to place a tap. Mr. Cadwallader commented that he can provide Attorney Emerick with all of the necessary information needed to prepare the agreement. He explained that the area for the agreement crosses over the Last Chance property and also includes a piece of CPV property and goes to the resident’s property, which is the former Marty’s Gas Station. There is only 18” from the side of the building to CPV’s property. Mr. Cadwallader noted that he has spoken to all of the involved parties already. Attorney Emerick pointed out that we may have to have Mr. Beyer work something up as far as the mapping is concerned, to which Mr. Cadwallader replied that he printed out information from the GIS system; and he also has the distance from where he will do the tap over. Attorney Emerick noted that he would prepare the language or the easement; and then Mr. Beyer can prepare any other needed language. Mr. Cadwallader noted that once the agreement has been completed, he will arrange to have the necessary signatures obtained in order that it can be filed.

Mr. Cadwallader informed the Board that all of the security cameras have been installed; and the project should be finished up tomorrow. He shared with the Board the locations of the cameras that have been installed in the Authority's office/garage building. Attorney Emerick questioned if the Sewer Authority will be sharing in the cost of the camera system, to which Mr. Cadwallader replied that they will not be. Attorney Emerick commented that, since the Sewer Authority will be benefiting from the security system as well, perhaps they should be approached regarding sharing the cost. Mr. Cadwallader noted that the cost would be approximately \$700 to the Sewer Authority. Mr. McCoy commented that he will get the information to Mr. Cadwallader relative to access and the necessary passwords. Discussion also ensued relative to the need to change the locks in the various Authority owned buildings as they have not been changed in approximately 10+ years, to which the Board instructed Mr. Thompson to obtain quotes for changing the locks in the Authority office building as well as the plants.

Mr. Cadwallader reported that the solar motion lights have been installed outside each plant. We will see how they work and can send them back if they do not work as we would like.

Regarding the Main Street project, Mr. Cadwallader informed the Board that the project is complete with the exception of the blacktop. Mr. Cadwallader has spoken to the representative from Galasack, who Mr. Cadwallader had mentioned at the last meeting. Galasack would like to do the blacktopping; and Mr. Cadwallader would like to get the estimate down to at least \$15,000. Mr. Cadwallader explained that, where the Authority placed the water line, Galasack would have to come between the water line and the curb to place the underdrain so that there is only one seam. Mr. Cadwallader reminded the Board that the original quote from Galasack was \$36,000, which did not include the cost of blacktop. Galasack, however, has not provided a timeframe; however, they have stated that if they are not able to perform the work, they will provide two weeks' notice so that Mr. Cadwallader can move forward.

Mr. Morgan questioned if there is any type of breakdown available from last summer for the project and what the State will be reimbursing the Authority, to which Mr. Cadwallader replied that he had submitted all of the paperwork in December 2020; however, the Authority has not received any reimbursement from the State as yet.

Mr. Cadwallader reported that the crew is working on some of the hydrants currently. We have cleaned up everything from the project as it relates to areas where we were storing equipment and shale. Mr. Cadwallader pointed out that the first hydrant to be addressed will be the one at Pro Disposal; and he is looking to start this next week, depending on the weather. He stated that he has two hydrants in storage currently. Mr. McCoy commented that he has revised the list of hydrants he provided to Mr. Cadwallader following the last meeting as there are some hydrants that he had on the list that he feels we should do nothing with until we change the distribution; and there are a few more that he added as he feels they should be addressed. Mr. McCoy questioned if it would be beneficial if we would purchase a few more hydrants to assist in this project. Mr. Cadwallader commented that, after replacing the hydrant at Pro Disposal, the next to be replaced should be the one at the bottom of Munster Road near Panick's. Mr. McCoy questioned the feed of the hydrant near Bilchak's, to which Mr. Cadwallader replied that it is a 4". Mr. McCoy questioned if a steamer should be placed or if we should wait for distribution as he is looking for the hydrants where it would make sense to put the steamers in, to which Mr. Morgan replied that it makes no sense to place a brand new hydrant if it is not going to be functional. Mr. McCoy questioned if a motion should be made to purchase three additional hydrants. Mr. Alexander questioned the cost of a hydrant currently, to which Mr. Cadwallader replied that it is between \$2,700 - \$3,000. Mr. Morgan questioned if the hydrants

we have in stock are brand new, to which Mr. Cadwallader replied that they are hydrants that have been taken out of service but have been updated with new shafts, etc. (they are each about 10 years old – American-Darling hydrants). Mr. Castel questioned how many hydrants we have budgeted to purchase, to which Mr. Cadwallader replied two or three. Mr. McCoy commented that he would really like to recommend the purchase of the hydrants so that we can keep this project moving along. Mr. Morgan agreed, stating that we also need to have a hydrant or two on standby for emergencies; and at least two additional hydrants would keep the project moving forward.

ON MOTION OF MR. MORGAN, SECONDED BY MR. McCALL, THE BOARD UNANIMOUSLY APPROVED THE PURCHASE OF TWO HYDRANTS (AMERICAN-DARLING). BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

Mr. Thompson informed the Board that the chemical day tanks at the plants are approximately 15+ years old and have no containment around them. Mr. Cadwallader explained that the tank sits inside the containment so that in the event something would burst inside the tank and there would be a spill, it would be contained. Mr. Thompson stated that he obtained a quote for the purchase of a tank for each plant, a motor, and a mixer. Mr. Morgan questioned, if we replaced one of the tanks now, where would the monies come from (\$3,546), to which Mr. Cadwallader replied that the monies would come from the plant account. Mr. Morgan commented that this really needs to be done. Mr. McCoy questioned if it is \$3,500 for each plant, to which Mr. Thompson replied affirmatively. Mr. McCoy questioned if they can be re-used, to which Mr. Thompson replied affirmatively. Mr. Cadwallader commented that the motor is actually used to mix chemicals. He commented that, when they were placed before, the motors were obtained from Granger and they do not last long. Mr. Morgan pointed out that building a new plant, we could place containment around the new plant; and do we want to spend the \$7,000 even if we are two or three years away from a potential new plant. Mr. Thompson pointed out that DEP is always talking about containment. Mr. Alexander questioned if the need is urgent, to which Mr. Morgan replied that it is something that he needs to consider and think about more. Mr. McCoy questioned if perhaps the Board should table this until the next meeting. Mr. Alexander questioned how long shipment would be after it is ordered, to which Mr. Thompson replied that the company did not say because it actually comes from the manufacturer; however, it would probably be a couple weeks. Mr. Thompson commented that perhaps we could purchase one and then budget the second one for the end of the year. Mr. Morgan asked that this matter be placed on the agenda for the next meeting. Mr. McCoy questioned if the company that provided the quote is the only company that has the tanks, to which Mr. Thompson replied that he did not know but that he would check about obtaining a second quote.

Mr. Cadwallader informed the Board that, when doing the Main Street project, there were dips in the cold patch from the cars moving over them, so they were filled in. Mr. Cadwallader received a call from a resident (JC) who stated that on a certain date, he had gone over one of the dips near Niper's, after which his car started to make a noise. When the resident contacted Mr. Cadwallader, he did contact the insurance company; and the insurance company obtained information from the resident. He stated that he received a response from the insurance company that they were denying the resident's claim. Mr. McCoy questioned if the Authority is protected under the Tort Act, to which Mr. Cadwallader replied affirmatively.

ON MOTION OF MR. CASTEL, SECONDED BY MR. McCOY, THE BOARD UNANIMOUSLY ACCEPTED THE SUPERINTENDENT'S REPORT AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

IX. ENGINEER'S REPORT

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

Mr. Beyer noted that there has been no change on the Emergency Action Plan. He commented that he has not heard anything from the Conservation District or DEP on the status of the permits he submitted for the Benscreek impoundment project.

Mr. Beyer informed the Board that he did include with his reports information relative to the cost of the Munster tank project. He stated that Greg Mullen sent him yesterday a new tank sheet; and the cost of the tank went up 17% in one year's time. Mr. Beyer explained that if you go from the location of the existing tank to approximately Johnson's on Jamestown Road to place the line, it would be \$604,000; and if you go from that area down to Jamestown, it would be \$784,000. The demolition of the existing tank would be \$50,000; and the cost of the new tank would be \$306,560 (previously \$263,000). Mr. Beyer explained that, if you demolish the existing tank and put up a new tank and run a line to Johnson's, the cost would be \$1,032,331. He pointed out that these costs are current as of today; and it gives the Board an idea of the cost of this project for planning for the future.

Mr. Beyer reported that, following the last meeting, he did meet with Mr. Cadwallader and the employees; and he updated the long-range plan, which was included in the Board's information for the meeting this evening. Mr. Beyer explained that, on the items in the previous plan that have been completed, he placed a line through; and he also updated projects that are in the process of being completed and added additional projects. Mr. Beyer pointed out to the Board that the costs included in the plan for some of the projects were from 2013, but it does give the Board an idea of where the new lines will go. Mr. McCoy questioned if some of the areas would be updated to 10", to which Mr. Beyer replied affirmatively. Discussion took place relative to what would need to be done to bring more distribution to the Spring Hill area and how the lines would be placed, what lines have already been done, and what lines would need to be placed.

As it relates to the GIS system, Mr. Beyer informed the Board that Sarah has started to place information into the system relative to the hydrants. As Sarah is now on maternity leave, Tyler is working on inputting the information.

Mr. Beyer pointed out to the Board that, as it relates to the water treatment plant, he did send a proposal to the Board for review. He stated that Attorney Emerick had some questions on the language for the Standard Conditions. Mr. Beyer noted that the Board had requested that he provide a cost for doing an analysis/comparison of the cost of building one plant versus the updating of the current two plants; and the cost of EADS doing this analysis would be \$13,900. Attorney Emerick questioned the Board as to how soon they would like Mr. Beyer to get started on doing this analysis, to which Mr. Morgan replied that he feels that this should be started as soon as possible. Attorney Emerick commented that the Board could approve Mr. Beyer moving forward with the analysis pending his discussions with Mr. Beyer on finalizing the agreement relative to his questions on the clauses concerning liability limitations.

ON MOTION OF MR. McCOY, SECONDED BY MR. McCALL, THE BOARD UNANIMOUSLY AGREED THAT MR. BEYER MOVE FORWARD WITH THE ANALYSIS AS DISCUSSED ABOVE, CONTINGENT UPON FINALIZATION OF THE ENGINEER'S AGREEMENT FOR THE PROJECT. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

ON MOTION OF MR. MORGAN, SECONDED BY MR. CASTEL, THE BOARD UNANIMOUSLY ACCEPTED THE ENGINEER'S REPORT AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

X. SOLICITOR'S REPORT

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

As it relates to the restitution agreement for the timber cut, Attorney Emerick noted that the agreement is pending one signature by one resident; and this matter can be tabled until the next meeting, at which time he will provide an update.

Attorney Emerick commented that the road agreement discussion should also be tabled until the next meeting so that he can meet with Mr. Barton relative to this matter.

As it relates to the SwiftReach network discussed at the last meeting, Attorney Emerick questioned if the email from SwiftReach was provided to the Board prior to the meeting, to which Mr. Cadwallader replied that it was not. Mr. Cadwallader explained to the Board that the concern was relative to the Borough being the end user and some questions Attorney Emerick had on the agreement with SwiftReach. Attorney Emerick pointed out to the Board that the agreement that the Authority had with SwiftReach, which was dated 2010, indicates that the Authority would be the only end user (proprietary interest). SwiftReach had indicated to Mr. Cadwallader that they were agreeable to the Borough using the system; however, Attorney Emerick wanted to have something more firmed up, especially since there is an existing contract. He explained that the email from SwiftReach states that they would send it to their legal department and they would send the language they were approving; and Mr. Cadwallader is still waiting for this revised language. Attorney Emerick commented that the Board had approved at the last meeting to execute the agreement once all of the necessary information was received from SwiftReach; therefore, he would suggest that this matter be placed on hold until the revised language is received from SwiftReach.

ON MOTION OF MR. CASTEL, SECONDED BY MR. McCOY, THE BOARD UNANIMOUSLY ACCEPTED THE SOLICITOR'S REPORT AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

XI. FORESTER'S REPORT

Discussed above under Solicitor's Report.

XII. UNFINISHED BUSINESS

No Unfinished Business to be presented.

XIII. NEW BUSINESS

- Pavilion for Shelter of Equipment

Mr. Cadwallader stated that he included information relative to this matter in the Board's information for this meeting. Mr. McCoy questioned if this should be included for the budget for

next year. He also questioned if there will be any issues with placing garage doors on the pavilion, to which Mr. Cadwallader replied negatively. The Board commented relative to the need for shelter of the equipment so that it is not setting out in the weather. Mr. Cadwallader noted that he had brought the availability of a building near the Authority office to a previous Board for consideration of additional garage availability but the Board did not consider it at that time.

Mr. Alexander questioned where the pavilion would be placed, to which Mr. McCoy replied that it would be placed in Miller Shaft near the pipe yard. Mr. Cadwallader pointed out to the Board that the prices he provided to the Board vary depending on the manufacturer. Discussion took place relative to the needed size of the pavilion. Mr. McCoy questioned if the information Mr. Cadwallader provided included installation, to which Mr. McCall replied that it did. Mr. Alexander questioned if this matter should be tabled, to which Mr. McCoy replied that, in reviewing the costs provided, we would not be able to have the pavilion built for those costs by a contractor. Mr. McCall questioned how it would be anchored, to which Mr. Cadwallader replied that it would be concrete pylons. Mr. McCall questioned if the size of 24 x 26 would be large enough, to which Mr. Cadwallader replied affirmatively, stating that we could house the dump truck, excavator and other equipment. Mr. Cadwallader explained that prior to obtaining the estimate, he did measure the machine's height and width with the boom up and the bucket rolled in. Mr. McCoy commented that if there is any question on the size, we should spend the extra monies and get a couple of feet longer size of pavilion. Mr. McCoy questioned if the pavilion would be elevated, to which Mr. Cadwallader replied affirmatively, stating that we would have adequate drainage. Mr. McCoy questioned if a decision by the Board on the purchase would have to wait until budget time, to which Attorney Emerick reminded the Board that \$21,000 would be the limit for bids, and anything over \$15,000 would require three written bids. Mr. Cadwallader noted that this purchase was not budgeted. Mr. McCall questioned if the company had stated an estimated installation time, to which Mr. Cadwallader replied that they did not but it would depend on how busy the company is. Mr. Alexander questioned if the pavilion would have light, heat and power, to which Mr. Cadwallader replied that it would not as it would only be used for storage of equipment.

Mr. Alexander questioned the Board's thoughts on this matter. Mr. McCoy commented that he would not have brought this subject up if he did not think it was needed, especially to protect the equipment; however, he does not know if there are monies in the budget to move forward. Mr. Castel commented that perhaps we could have a breakdown of what the budget is looking like currently, to which Mr. Cadwallader replied that the current budget numbers were provided to the Board prior to the meeting. Mr. Alexander reminded the Board that we are also looking at the purchase of the hydrants and the GIS, as well as the purchase of a new truck. Mr. McCoy commented that we should be also saving on the loss of an employee. Mr. Morgan indicated that this is why he was asking if the Authority had received the reimbursement from the State as these monies will go back into the budget. Mr. McCoy questioned how long we can wait to have it installed, to which Mr. Cadwallader commented that his suggestion would be that we wait until closer to the end of the budget year. If we are looking to place something in the budget, he believes we have a better chance getting the company in at that time than at the current time because the company is booked currently. Mr. Morgan commented that the cost might increase also.

Mr. Morgan questioned if there would be any possibility of the Authority storing equipment in the old Township building sine we are in a co-op agreement with the Township. Mr. Alexander questioned if there was anywhere we could store the vehicle in the current Authority garage, to which Mr. Cadwallader replied that we could; however, he would have to store something else outside. Mr. Alexander questioned if we could park some trucks in another location, to which

Mr. Cadwallader replied that we could, but we would then have to travel to that location to get the truck. Mr. McCoy commented that we would not want to continually have the excavator traveling through town. Mr. Morgan pointed out that we do not have a trailer to haul the excavator either. Mr. Alexander questioned how often we use the excavator, to which Mr. Cadwallader replied that it is only used on the larger jobs. Mr. Cadwallader commented that he has not had any concerns with the excavator starting up, even in the winter months. Mr. McCoy indicated that the machine itself will last long if we keep it covered.

Mr. McCall suggested that this matter be tabled until the next meeting to allow the Board members to consider it more. Mr. Morgan stated that he agreed, indicating that we do not want to wait much longer because he feels the price will go up.

- Quotes for Purchase of New Truck

Mr. Cadwallader informed the Board that quotes for the purchase of a new truck were received from Stuckey Ford, Stuckey GMC and McCall's. Portage Chevrolet did not submit a quote as they are not under Costars. Mr. Cadwallader noted that all of the quotes are the same for a V6 vehicle; however, the only difference is that one of them has a built-in boxes in the bed rather than a tool box in the bed. Mr. Cadwallader outlined the following quotes:

- Stuckey GMC: \$39,900
- Stuckey Ford: \$36,595 (spray-in bed liner would add an additional \$525 for a total of \$37,120)
- McCall's Dodge: \$31,155.65 (built-in boxes in the bed)

Mr. McCoy questioned how the decision was made previously on the purchase of a new vehicle, to which Mr. Cadwallader noted that the need for a new vehicle was discussed by the Board and the purchase was approved. Mr. McCoy pointed out that the ultimate goal is to consolidate the fleet and to eliminate a vehicle to save on costs, etc. He questioned how we would get rid of the old vehicles and if we are able to sell them, to which Mr. Cadwallader replied that previously we did not trade the vehicles but we did put them out to bid for purchase. Mr. McCoy questioned if we are able to put a minimal purchase price on them, to which Mr. Cadwallader replied that we would have the right to accept or reject all bids. Mr. McCoy emphasized that the used vehicle market is skyrocketing currently; and there is value in the vehicles. Mr. Cadwallader agreed, stating that, when obtaining the quotes, he did not check into a trade of the current vehicles but he can do that. Mr. McCoy commented that if we got rid of the Trail Blazer and the Ford Ranger, they could potentially bring in \$18,000; and we might be able to trade in the Dodge as well, which would allow us to potentially get a vehicle for free since the used market is so inflated right now. If we trade in three vehicles on two vehicles, the selling price will cover the cost of the one vehicle essentially; and we would be upgrading our fleet with two brand new vehicles. Mr. McCall commented that Unit #2 is approaching 100,000 miles, and it still has a little bit of value in it, especially with the used market the way it is; and if we wait another two years, we will not be able to get as much for it as we would now. He noted that, for Units 1 and 4, if we can get between \$3,000-\$5,000 a piece for those, and if we get between \$12,000-\$15,000 for Unit 2, you would basically be getting one unit for free. Mr. McCoy questioned if there is someone we could consult to determine if we are thinking correctly on this, to which Mr. Cadwallader replied that all of the dealerships are looking for used vehicles. Mr. Alexander agreed that we really need to re-evaluate this. Mr. McCoy agreed, noting that, if we can upgrade our fleet and have two brand new vehicles, we should do it. Mr. Alexander commented that we could advertise for bids for the used vehicles, to which Mr. McCoy stated that he would like to first see what the trade-ins are on the vehicles. Mr. Morgan commented

that Mr. Cadwallader can take the vehicles to a car dealership, to which Mr. Cawallader replied that he could talk with Randall's, and he can also speak with Stuckey's and McCall's. .

XIV. GOOD OF THE ORDER

- Drivers of Vehicles

Mr. McCoy questioned, for the employees that drive the Authority vehicles, do we check their credentials regularly, to which Mr. Cadwallader replied that we do pull their licenses each year to ensure they are current and there are no concerns; and a copy of the license is kept on file.

- Request for Adjustment

- ✓ 906 Caldwell Avenue: toilet was leaking. Amount billed, \$173.74; average, \$25.55; subtotal, \$147.89; 50%, \$73.95; amount due, \$99.50.

ON MOTION OF MR. MORGAN, SECONDED BY MR. McCALL, THE BOARD UNANIMOUSLY APPROVED THE ABOVE REQUEST FOR ADJUSTMENT AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

XV. EXECUTIVE SESSION/ADJOURNMENT

ON MOTION OF MR. MORGAN, SECONDED BY MR. McCOY, THE BOARD UNANIMOUSLY AGREED TO GO INTO EXECUTIVE SESSION AT 7:08 P.M. AND THE MEETING WAS ADJOURNED IMMEDIATELY FOLLOWING. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

XVI. NEXT MEETING

The next meeting will be held on Thursday, July 1st, 2021, at 6:00 p.m.

Respectfully submitted,

Sharon Squillario
Recording Secretary