

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage was held on Thursday, December 9, 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: Ron Cadwallader, Supervisor; Joe Beyer, The EADS Group; Attorney Michael Emerick, Solicitor; Michael Barton, Forester; John Bilchak; Jennifer Flowers; Ron Portash.

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.

III. CORRESPONDENCE

Mr. Alexander noted that there was no correspondence to be presented.

IV. APPROVAL OF MINUTES

Mr. Alexander questioned the status of the scheduling of the Diversified training as discussed at the last meeting, to which Mrs. Flowers replied that Mrs. Spaid will be placing it on the Sewer Authority's agenda to be discussed at that Board meeting, after which Mrs. Flowers will be scheduling the training. Mr. Cadwallader commented that Wessel is also having an upcoming webinar relative to the new version of QuickBooks that they will be inviting Mrs. Flowers to as well.

ON MOTION OF MR. McCOY, SECONDED BY MR. CASTEL, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE NOVEMBER 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

REGULAR BILLS

1 ST Summit Bank – Safe deposit box	\$ 32.75
Altoona Soft Water	78.00
Cambria Mailing Services, Inc.	77.69
Christopher McCall	45.00
Cintas – November	119.18
Cintas – December	100.36
CMPA – Mailing of bills for November	1,000.00
Commonwealth of Pa -DEP – Benscreek	1,500.00
Commonwealth of PA – DEP – Martindale	1,500.00
Craig Castel	45.00
David Egan – Customer deposit refund	100.00
EAD'S Group - Monthly Retainer	65.00
EAD'S Group -	1,471.80
EAD'S Group - GIS Work	459.00
Edward Alexander	45.00
Fairway Labs	196.50
Heritage Environmental	3,905.00
John C. Morgan, Jr.	45.00
L/B Water Service, Inc.	4,798.62
Mainline Newspaper	31.12
Mary L. Elchin	260.00
Matt McCoy	45.00
Mosholder Insurance Agency	3,226.00
New Enterprise Stone & Lime Co. Inc	117.00
PA One Call System, Inc	18.88
Penelec	182.78
Peoples Natural Gas Company	244.39
Portage Auto Parts	196.63
Pro Disposal, Inc.	168.00
Ray Oil & Gas Co.	1,453.35
RDM – Johnstown, LLC	463.00
Ronald J. Cadwallader, Jr.	20.00
Rusty Weyandt	100.00
Sharon Squillario	50.00
Sheetz Fleet Service	439.00
Spory's Locksmith, Inc.	107.00
Stagers Store	21.98
Univar USA, Inc.	3,339.87
Verizon Wireless	96.55
Visa – 1 st Summit Credit Card Payment September	<u>268.04</u>
Total:	\$26,432.49

PAID BILLS

Aflac	\$ 139.84
Comcast	371.70
Fairway Labs	155.50
Hach	704.02
Mainline Newspaper	49.00
PA One Call System, Inc.	42.48
Penelec	1,022.54
Pro Disposal, Inc.	168.00
REA Energy Cooperative Inc.	789.10
SwiftReach Networks, Inc.	189.90
Univar USA, Inc	1,762.53
UPMC	8,600.72
Verizon – Plants	435.72
Visa – 1 st Summit Credit Card Payment – October	1,172.42
Wessel & Company	<u>1,000.00</u>
Total:	\$16,603.47

As it relates to the invoices, Mr. Alexander questioned the Heritage Environmental invoice, to which Mr. Cadwallader replied that this is the annual charge for the chlorine preventive maintenance.

Mr. Morgan questioned how many blue flags are used in the winter because we had paid \$17.99 for three of them and we could have purchased 1,000 of them for \$109, to which Mr. Cadwallader replied that we had a hard time obtaining them. Usually, they are purchased from Stager's, who was having difficulty getting them, so we had to go through Amazon.

Mr. Alexander questioned what the last One Call was, to which Mr. Cadwallader replied that the One Calls are used for when digging is going to be done; we use Swift Reach for notifications to customers.

ON MOTION OF MR. McCALL, SECONDED BY MR. MORGAN, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES IN THE AMOUNT OF \$69,599.87 (REGULAR BILLS, \$26,432.49; PAID BILLS, \$16,603.47; PennVEST, \$3,896.36 AND \$5,508.55; USDA, \$16,051.00; 1ST SUMMIT, \$1,108. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

VII. TREASURER'S REPORT

Mr. Alexander questioned the AFLAC line item, to which Mr. Cadwallader replied that this is additional AFLAC coverage that is purchased by some employees. There is a deduction from the employee's paycheck and then a payment is sent to AFLAC. Mr. Alexander questioned if this is additional coverage, to which Mr. Bilchak replied that it is additional accident coverage.

ON MOTION OF MR. CASTEL, SECONDED BY MR. McCALL, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE NOVEMBER 2021 TREASURER'S REPORT AS IT WAS PREVIOUSLY DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE

REPORT WITH A BALANCE OF: BEGINNING CASH, \$1,761,455.33; CASH IN, \$557,756.34; CASH OUT, (\$323,124.07); ADJUSTMENTS, \$9.22; INTEREST, \$22.47, \$49.05; ENDING CASH, \$1,996,168.34. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

VIII. SUPERINTENDENT'S REPORT

A copy of the Superintendent's Report was provided to the Board prior to the meeting.

Mr. Cadwallader reported that he and Mr. Beyer had a conference call with three representatives from BAMR on December 8, 2021. Mr. Cadwallader noted that the project sounds good, but there were some things brought up during the conference call that he wanted to inform the Board of. He stated that BAMR is requesting that the design work for the project to be paid by the Authority; and the reason for this is because, for the designers from BAMR to design the project, the project might be spread out four to five years. In addition, Mr. Cadwallader pointed out, there are no hydrants or fire protection included in this project; therefore, the Authority would have to provide the tee, the pipe, the valve, and the installation. Other than these items, Mr. Cadwallader stated, BAMR would cover all other expenses. Mr. Cadwallader questioned BAMR about the tank, and they will pay for the tank also. Mr. McCoy questioned the size of the tank (200,000 gallons or bigger), to which Mr. Beyer stated that the call did not include any specifics on the size of the tank, but the tank would be in the location of Jamestown Road.

Mr. McCoy questioned if there was any indication on the number of pipes in the ground, potential additional customers, etc., to which Mr. Cadwallader replied that it was stated that there is the potential for 40 additional customers. Mr. Beyer noted that the 8" line would run along Route 53 and all other lines would be 6" lines. He stated that the project would essentially stop at Tarachko's. Basically, Mr. Cadwallader commented, the only piece they will not be picking up is between the curve at Tarachko's on Sportsman's Road down to the last house on the bridge on the left-hand side where the valve is because there are no other houses in that area. Mr. McCoy questioned if it will dead end at Tarachko's for the time being, to which Mr. Cadwallader replied affirmatively. Mr. Alexander questioned if there is potential in the future to pick up more customers, to which Mr. Cadwallader replied that there is the potential to tie in and loop it.

Mr. Alexander questioned the total cost of the project, to which Mr. Beyer replied that we do not know yet how many feet of pipe or anything like that yet. Mr. Cadwallader stated that BAMR basically wants to know if the Authority is still willing to proceed. He stated that we can look further at figures; and another conference call is going to be held in January. Mr. Beyer pointed out that we are looking at a couple of thousand dollars in engineering fees for the project design itself. Mr. Alexander questioned if we would have the potential to pick up 40 additional customers, to which Mr. Cadwallader replied affirmatively, with the potential of even more. Mr. McCoy questioned if it would be mandatory for a resident to tap on, to which Mr. Beyer replied affirmatively. Mr. Cadwallader explained that when we did the project before, the Township implemented no matter what the distance was, you had to tap in. He gave an example of Borlie's who are ¼ mile back. Mr. McCoy stated that we only go to the State route, and they are responsible for the 500 feet. Mr. Cadwallader commented that, when you put the tap on, you start billing whether the resident puts the tap on or not. Mr. Beyer explained that BAMR stated that they would be lowering the mine pools down 150 feet, so basically a lot of people will be losing their wet well water so they will have to do something now. Mr. McCoy questioned if he

was correct that BAMR will pay for all of the pipe, the State route, the bores, etc., to which Mr. Beyer replied affirmatively stating that the tank would be included as well.

Mr. Morgan commented that what concerns him is going up Hufford's Hill and if a 6" line blows, you will dry up Martindale pretty quickly because Martindale feeds that area, to which Mr. Bilchak stated that he believes Benscreek would feed that area. Mr. Morgan stated that, if that is the case, you can only bring so many gallons through the Benscreek plant and we are thinking about closing that plant. He commented that we are going to build another new plant; and he questions whether that plant would be able to deal with all of the extra water we are talking about through the BAMR project. Mr. McCoy stated that this is why we have to look at a larger tank. Mr. McCall commented that perhaps a one-million-gallon tank, to which Mr. Cadwallader stated that he would think a one million gallon tank is too large and that a 500,000 gallon tank would be suitable. Mr. McCoy questioned if Messrs. Cadwallader and Beyer told BAMR what size of tank to consider, to which Mr. Beyer replied that no discussion took place with BAMR on this. Mr. McCoy commented that it costs approximately \$1 per gallon now to build a tank. Mr. Cadwallader stated that we basically discussed with BAMR what they would be paying for in the project and what the Authority's cost portion of the project would be. Mr. McCoy indicated that we could strategically place the hydrants where needed. Mr. Cadwallader stated that we could look at doing what we did before and place them 1,000 feet apart. Mr. Alexander questioned how far this would be from the current Munster tank, to which Mr. Beyer replied that it would be at least two miles.

Mr. McCoy questioned if we should potentially get in touch with representatives from the Cresson Shaft area where DEP put in a large mine reclamation treatment facility; and they had placed all new lines and hydrants in as well. Mr. Beyer questioned if this would have been with BAMR monies, to which Mr. McCoy replied that he would think it was because they were treating sulfur water, etc. Mr. Cadwallader indicated that, when we did the Twin Lakes project, they were not listed as fire hydrants, but were listed as flushing hydrants. Mr. McCoy commented that it might still be beneficial to talk with Cresson on the layout of their project.

Mr. Cadwallader informed the Board that where BAMR wants to put the water lines in, they also want to put a 10"-12" sludge line in and pump it back down into the mines. They want to do this at the same time as the contractor is doing this project. Mr. Cadwallader noted that they stated to BAMR to basically treat it like a sewer line, keep the lines apart, etc., but BAMR is looking to save the cost of digging two ditches at different times.

Mr. McCoy questioned what is needed from the Board at this time, to which Mr. Cadwallader replied that he believes we need to wait until the conference call with BAMR in January to obtain more information, see how many additional homes we will have, and see what the potential is. Mr. Beyer commented that BAMR basically wants to know if the Authority is interested in moving forward, to which Mr. Morgan interjected that he would think the Authority is interested but not committing to anything as yet. Mr. Beyer indicated that BAMR was not sure if Highland actually serves Wilmore Borough, to which Mr. Cadwallader replied that at one time Wilmore Borough had their own Authority but he believes they are with Highland now. Mr. McCoy commented that all of the hydrants in Wilmore are painted to Highland standard, so he would think it would be Highland. Mr. Cadwallader stated that, if we do proceed, BAMR wanted to know if the Authority wanted to do an interconnect with Highland in Wilmore. Mr. Morgan pointed out that he does not think the Board can make any commitments without having additional information. Mr. Alexander questioned what the interconnect would entail, to which Mr. Cadwallader replied that it would basically mean placing a valve. Mr. Beyer pointed out that the Authority does have an interconnect with Highland now on Route 164, which means if something ever happened to the Authority's water system, you can switch the valve and get

water from Highland. Mr. Cadwallader indicated that it looks better for DEP that you have an interconnect with another Authority and that we have something similar in Cassandra where we are only 100 feet apart from Lilly Borough. Mr. Alexander stated that, if we are thinking about closing one of the plants, this might be something to consider in the BAMR project as a backup, to which Mr. McCoy agreed since we are going to be in the same area as it would be advantageous to both our Authority and Highland.

Mr. Alexander stated that the Authority would be interested in the BAMR project but that Mr. Cadwallader should obtain more information during the conference call in January and bring the information back to the Board for further discussion.

Mr. Cadwallader advised the Board that there is only one final thing to do on the project on Upper Road; and after that, the only thing to be completed would be the restoration to take place in the spring (black top, topsoil and seeding). All of the residents have been tied in; and there is one area where the galvanized line is still tapped into the plastic that needs cut and capped.

Mr. Cadwallader reported that the hydrant that was discussed at the last meeting has been purchased and is at the pipe yard.

Mr. Cadwallader commented that the Martindale dam inspection report has been completed. Some of the recommendations in the report include filling in the cracks in the spillway, keeping the vegetation cut, periodic checks for groundhog holes, etc. Mr. Morgan stated that we have attempted to fill in the cracks in the spillway in the past and it just washes out again. Mr. Beyer noted that, until we do something with the spillway, you cannot do much with the cracks. Mr. McCoy questioned if we could use gunite, to which Mr. Cadwallader replied that the only way to keep it in would be to rebar the front where the holes are to hold the gunite in. Mr. Beyer interjected that this is where you move into requiring a permit as well.

Mr. Cadwallader reported to the Board that he checked with Homeland Security and EPA on available grants for the security systems for both the plant and the office; and there are no grants available. He noted that the next option would be to look at a small grant from DCED or talking to our legislators. Mr. McCoy suggested that Mr. Cadwallader contact Representative Burns or Senator Langerholc to see if they had any information on potential monies available. Mr. Morgan questioned Mr. McCoy on the lights he mentioned at a previous Board meeting, to which Mr. McCoy replied that there are some standalone solar lithium lights we could look at and he will forward the information to Mr. Cadwallader.

As it relates to the purchase of the new truck, Mr. Cadwallader informed the Board that, at a previous meeting, the quote from McCall's was discussed for a new Silverado. The original quote was for \$31,155.65. Mr. Cadwallader explained that, since receipt of this quote, there has been a lot happening relative to the purchase of vehicles. The original quote received from McCall's was a CoStars price; and CoStars does not exist any longer. McCall's has informed Mr. Cadwallader that at this time there is a \$1,000 rebate, which could get better by the time the truck is received; however, the new price of the truck, without CoStars, would be \$42,717, a price difference of \$11,561.75. If the vehicle is ordered, Mr. Cadwallader stated, it may be received by mid-January. Mr. McCall stated that he would recommend that we rebid it. Mr. Alexander commented that he thought we ordered the vehicle, to which Mr. Cadwallader replied that the order was placed; however, McCall's could not get the pricing through CoStars. Mr. McCall explained that CoStars no longer outfits anyone that is utility; it is only for emergency services vehicles now. Mr. McCoy commented that, if this is the case, perhaps we need to look at putting monies toward the current Blazer to get it back in service. Mr. McCoy questioned

regarding the Ranger, to which Mr. Cadwallader replied that the inspection will soon be out on the vehicle and he does not think it will pass inspection; and the last time it was inspected, we were told it probably would not pass inspection again. Mr. Alexander commented that we still need to look at reducing our fleet. Mr. Cadwallader expressed his feeling that we may need to put money toward the Blazer to get it back in service and we will get a better resale value for it. Mr. McCoy questioned when the Ranger is up for inspection, to which Mr. Cadwallader replied that it would be at the end of the month. Mr. Morgan questioned the number of miles on the vehicles, to which Mr. Cadwallader replied that it is 110,000 for the Blazer and 87,000 for Unit #4. Mr. Alexander questioned the repair expense for the Blazer, to which Mr. Cadwallader replied that it will be approximately \$1,000. Mr. Alexander noted that the purchase of the new vehicle was in the budget for this year.

ON MOTION OF MR. McCOY, SECONDED BY MR. McCALL, THE BOARD UNANIMOUSLY APPROVED THE NEEDED REPAIRS TO UNIT #1 IN ORDER FOR IT TO PASS INSPECTION. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY, AND MR. MORGAN.

Mr. Morgan commented that perhaps we should look at a gradual upgrade of four new vehicles so that in three years, we have a fleet of new vehicles. Mr. McCoy questioned if we should perhaps look at lease prices as well, to which Mr. Cadwallader replied that the commercial dealers for this would be Stuckey's, Tri-Star, or perhaps Fiore. Mr. Alexander advised Mr. Cadwallader to obtain information on the lease options for the Board to review.

ON MOTION OF MR. McCOY, SECONDED BY MR. CASTEL, 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.

As it relates to the Mark Ridener matter that was discussed at previous Board meetings, Mr. Cadwallader informed the Board that the State will allow us to go through their right-of-way and run a conduit up through. Mr. Cadwallader talked with Mark Stankovich and the Sewer Authority actually has a right-of-way up at the end; and Mr. Beyer drew up a map where we can go through the Sewer Authority right-of-way with the water line (keeping it five to seven feet away from the sewer line), which will allow us to provide the line to Mr. Ridener and eliminate CPV and the Last Chance in the matter. Mr. Cadwallader has provided all of the paperwork to the State and is awaiting the permit. Attorney Emerick stated that the sketch that Mr. Beyer provided to him for the easement notes at the easement office that the property is owned by CPV, to which Mr. Beyer replied that this is correct. Attorney Emerick commented that CPV would still have to provide us an easement, to which Mr. Beyer replied affirmatively. Mr. Beyer explained that easements do get transferred when there are property transfers. Mr. Barton pointed out that CPV does not believe they own the property; and he updated the Board relative to a conversation he had with the CPV relative to this. Mr. Alexander questioned if Mr. Cadwallader has ever got in contact with Mr. Cummings, to which Mr. Barton updated the Board relative to a recent conversation he had with Mr. Cummings as well. Mr. Alexander questioned if CPV does not think they own it, who does, to which Mr. Barton replied that CPV has accepted something that is wrong; however, if the Authority needs something, CPV will respond and will be very responsive and will work with the Authority. Mr. Cadwallader commented that this will not hold anything up as he has submitted the permit information to the State already.

IX. FIELD MANAGER'S REPORT

No current position.

X. PLANT MANAGER'S REPORT

Mr. Bilchak informed the Board that for the week of November 1, there was a power concern with the switch over of the generator. The transfer switch did not switch due to a bad capacitor; and Cummings Bridgeport did come in and repair it.

Mr. Bilchak stated that Messrs. Thompson and Moore did receive the lens for the 2100 turbidity meter; and he explained to the Board the intricate work that was undertaken by Messrs. Thompson and Moore to complete the repairs. He provided kudos to Messrs. Thompson and Moore on their outstanding efforts on completing the repairs. Mr. Bilchak noted that repairs were also completed on the Martindale meter, which was not as bad as Benscreek; however, the repairs saved the Authority a lot of money.

Mr. Bilchak noted that Messrs. Thompson and Moore completed classes this month for advanced disinfection. He commented that the filters at Martindale were drained as needed to get ready for the plant inspection. The filter media was also inspected. Mr. Bilchak noted that we did switch some things for the DelPack at Martindale and the staff got called out twice for high turbidities. The head went bad that the tubing goes through and the staff ended up changing everything back to the original because of the larger pipe coming out of the barrel.

Mr. Bilchak commented that two days were spent getting all of the paperwork completed for the FPPE inspection; and then the inspection took place. He emphasized to the Board that, in his 30 years of service with 20 years in the plant, he has never been through such a thorough inspection. There were five inspectors; and each inspector was asking questions to each plant operator. Mr. Bilchak informed the Board that a major concern with the inspection will be the filters. He explained that DEP was not happy that the filters were wastewater filters. Mr. Alexander questioned what this means, to which Mr. Morgan replied that, from what he is hearing, we may be building a new plant sooner than everyone thinks. Mr. Bilchak pointed out that he believes the entire inspection went well except for the filter design. He explained that we have only found out recently that they were wastewater filters. Mr. Cadwallader noted that the surveyor also brought out filter to waste, which there is no way to do in the plant because it is not designed that way. Mr. Alexander questioned if this has happened in an inspection before, to which Mr. Morgan replied that the previous inspector knew how the plants operated. Attorney Emerick questioned if this issue creates any problem with how the plant operates, to which Mr. Bilchak replied that when looking at the turbidity readings, they were outstanding during the inspection. Mr. Bilchak commented to the Board, however, than when the inspector was at the clarifiers, he questioned Mr. Bilchak how fast he wanted a new plant, which made Mr. Bilchak realize there may be a concern. Mr. Cadwallader stated that there will be an exit conference with the inspectors coming up in four to five weeks when the final report will be presented. The inspectors will discuss all of the findings at that time. Mr. Bilchak emphasized that everything else went well with the inspection. He stated that one of the inspectors did the instrument testing against ours, and it was almost perfectly equal. Mr. Bilchak stated that, in all of the inspections he has been through, he has never been through such an intense inspection. He commented that the inspectors seemed happy with all of the responses they received from all of their questions, with the exception of the filters. Mr. Morgan questioned if the inspectors still put the cartridges on the meters, to which Mr. Bilchak replied that they use a laser turbidity meter. Attorney Emerick questioned if there has ever been a write-up for the filters before, to which Mr. Morgan replied negatively. Mr. Bilchak again emphasized that, overall, the evaluation went extremely well and we will have to await the outcome of the inspection report. Mr. McCoy

questioned if the inspection was at both plants, to which Mr. Cadwallader replied that it was only at the Martindale plant. Mr. Bilchak commented that the inspection was five hours on the first day and four hours on the second day; and they did test each day to ours to compare.

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

XI. ENGINEER'S REPORT

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

Mr. Beyer related that there were no updates regarding the Emergency Action Plan.

As it relates to the Benscreek impoundment project, Mr. Beyer noted that we will be able to advertise this project in January as long as we receive the withdrawal permit from the Fish & Boat Commission. The project will only have to be advertised once; and Mr. Beyer questioned the Board where the advertisement should take place, whether in the Tribune, Dispatch or multiple papers. Mr. Beyer explained that the Engineer does contact various contractors as well so that they are aware of the project. The Board noted that local advertising in the Dispatch would be feasible. Mr. Beyer commented that once he receives the drawdown permit, the advertisement will be placed (either in January or February).

Concerning the GIS system, Mr. Beyer noted that he would keep this matter on his report.

As it relates to the water treatment plant feasibility study, Mr. Beyer noted that what he has been running into with this is that a lot of the equipment requires three phase; and without have three phase in the area, this is the concern. The Board would have to decide if it wanted to pay to have three phase in that area. Mr. Cadwallader noted that the closest place to get the three phase would be on Frankstown Road. Mr. McCoy stated that he thought that Harmony mine had three phase, to which Mr. Cadwallader replied that it was a different system of Penelec and we have REA at the plant and neither company will cross over each other. Mr. McCoy questioned if they have a price per foot to run the line, to which Mr. Beyer replied that this is something we have to look into. Mr. Cadwallader stated that he talked to Barclay who does a lot of work for REA who wanted to know what the draw was going to be. Mr. McCoy questioned if we could discontinue with REA and bring Penelec up, to which Mr. Beyer replied that he would check into this.

Mr. Beyer informed the Board that he will send out a letter to the Army Corps of Engineers relative to monies for the Section 313 for Martindale.

Relative to the solar panels and Hydro Electric, Mr. Beyer questioned Mr. Barton if he has located the agreements, to which Attorney Emerick replied that Mr. Barton has forwarded the agreements to him.

Mr. Beyer noted that he forwarded the Engineering Agreement from EADS for 2022 for review by the Board and Attorney Emerick. He also requested that, as it relates to the CPV agreement, that PennDOT is fine with it as well, to which Mr. Cadwallader replied that he has forwarded the agreement.

ON MOTION OF MR. McCOY, 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.

XII. SOLICITOR'S REPORT

The Solicitor's report was provided to the Board prior to the meeting.

Attorney Emerick commented that, in follow-up from the last meeting, the Board wanted assistance from him relative to the public bidding for the sale of the Blazer, which was discussed under the Superintendent's report. Attorney Emerick commented that, concerning the Ridener matter, this was also discussed under the Superintendent's report and not having to go through the eminent domain process. He apprised the Board that the windmill agreements have been provided to him by Mr. Barton. As it relates to the PAJRC request for reimbursement from the issue that occurred at the pool during the summer, this matter was tabled for the last meeting; and the Board agreed to remove this matter from Attorney Emerick's future reports with discussion to take place if necessary.

Attorney Emerick commented that he understands the Board wants to change its meeting dates in 2022 from the first Thursday of the month to the third Thursday of each month. In order to do that, it will require a Resolution to amend the Authority Bylaws. He indicated that he provided to Mr. Alexander a proposed Resolution to be approved by the Board, which calls for the annual meeting to be held in January on the third Thursday and all regular meetings on the third Thursday throughout the year.

ON MOTION OF MR. McCOY, SECONDED BY MR. McCALL, THE BOARD UNANIMOUSLY APPROVED THE RESOLUTION AMENDING THE AUTHORITY BYLAWS TO CHANGE ALL FUTURE BOARD MEETINGS TO THE THIRD THURSDAY OF EACH MONTH. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY, AND MR. MORGAN.

Attorney Emerick also provided a Resolution for Board approval which sets the actual meetings for notice and advertisement for public notice under the Sunshine Act. Mrs. Flowers does have the notice to send to the newspaper as required. Attorney Emerick commented that at the annual meeting in January, the Board will elect the officers for 2022.

ON MOTION OF MR. MORGAN, SECONDED BY MR. CASTEL, THE BOARD UNANIMOUSLY APPROVED THE RESOLUTION OF ADVERTISEMENT OF THE MEETING DATES FOR 2022 AS REQUIRED UNDER THE SUNSHINE ACT. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY, AND MR. MORGAN.

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

XIII. FORESTER'S REPORT

Mr. Barton apprised the Board that he is still working on the timber sale; and when the prices for timber come back up, he will discuss this matter with the Board.

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

XIV. UNFINISHED BUSINESS

- Quote for Security System for Office/Plant

Mr. Alexander noted that the quotes for the security system for the office and plant were provided to the Board at previous meetings; and he reviewed these with the Board. Mr. McCoy indicated that, due to the pricing, perhaps the Board should consider looking into systems that we could install ourselves as they do come with a monitoring system, to which Mr. Morgan agreed. Mr. Cadwallader commented that, if we can do the work in house and it is cheaper, he would agree. Mr. Alexander asked that Mr. Cadwallader investigate systems that the Board can consider that we would be able to install in-house; and this matter was tabled until the next meeting.

- Status of Hydrants: Purchase and Install

Mr. Cadwallader noted that the extra hydrant has been purchased and is located at the pipe yard. Mr. McCoy noted that all of the hydrants have been updated to 911 requirements on the Fire Department's end as well. Mr. Morgan questioned how many hydrants were included for purchase in the budget for 2022, to which Mr. Cadwallader replied that three were budgeted. Mr. McCoy suggested that we get two in the ground in the summer and then we would have two in stock. Mr. Cadwallader indicated that he does have an older hydrant available as well. Mr. Morgan expressed his concerns with one of the hydrants on Conemaugh Avenue, which he received a call on. He indicated that it is cemented into the ground and is very low, with the bolts in the cement. Mr. Cadwallader commented that it should not be that way as that is actually the break-away point. What they should have done is dip them. Mr. Cadwallader explained that the way it was before the Main Street project was fine; however, they put 8" curbs in which did make a difference. Mr. Morgan stated that it should have been built up before the curbs were placed. Mr. Cadwallader noted that there is a concern with one of the valves as well that was paved over. Mr. McCoy questioned if there is a way to withhold the release on final payment through the Borough until the concerns are addressed, to which Mr. Cadwallader replied that he has been in contact with the State inspector three times on this concern already. He noted that he does not want to just take action and break up the blacktop without talking with the inspector. Mr. Morgan commented that we will probably have to break the cement around the hydrant that he mentioned as well. Mr. McCoy noted that the State still has some restoration work to do as well. Mr. Cadwallader indicated that the road was not to come up higher and we ended up having to place the risers. He stated that he will make contact with the State inspector again tomorrow. Mr. Morgan pointed out that we should perhaps also walk the entire project to make sure there are no other concerns.

XV. NEW BUSINESS

- Maturing CDs for December 2021

Mr. Cadwallader apprised the Board that as it relates to the three CDs that will be maturing in December 2021, he met with 1st Summit. He reminded the Board that when the last CD was maturing, we went with Athene, which was for five years at 2.25%. On the current maturing CDs, the representative from 1st Summit indicated that we could put more money toward the Athene, which would bring us to \$250,000. With the Athene, you do have the potential to access the money as needed; however, with the second option of United Life, you are unable to access the money. The representative from 1st Summit is suggesting that we take \$125,000 and put it with Athene at 2.25%; and take the other one-half of the maturing CDs and place it with United Life at either a three-year or five-year. Mr. McCoy questioned if we could have two with Athene, to which Mr. Cadwallader replied that we would not be unable to because they only cover up to \$250,000. Mr. Cadwallader noted that the three-year with United Life is 2.0% and the five-year is 2.7%. Mr. McCoy questioned if 1st Summit is leaning toward the annuities, to which Mr. Cadwallader replied affirmatively. Mr. Cadwallader noted that, if you break it out, you would still have one CD that would be for \$92,000 and 1st Summit would honor the .26%. Mr. Cadwallader questioned the length of the CD then, to which Mr. McCoy replied six months. Mr. Morgan questioned if we should perhaps look at S&T for the CD, to which Mr. McCoy replied that it would not hurt to contact them.

Mr. Cadwallader reiterated that we could take \$125,000 from the maturing CDs and place it with the current Athene, place \$125,000 with United Life, and then place the remainder of \$92,000 into a CD. However, he noted, we could also look at, rather than doing the CD, we would take the \$92,000 and place it into a three-year annuity for 1.80% instead of a CD for .26%. Mr. McCoy questioned if there are contingencies for early withdrawal, to which Mr. Cadwallader replied that there is an early withdrawal penalty. Mr. McCoy commented that we have the potential to make more money and we really have no intention of accessing the money; and CDs are not doing anything currently.

AS IT RELATES TO THE MATURING CDs, ON MOTION OF MR. McCOY, SECONDED BY MR. CASTEL, THE BOARD UNANIMOUSLY AGREED TO PLACE \$125,000 INTO THE CURRENT ATHENE ACCOUNT (FIVE YEARS), PLACE \$125,000 WITH UNITED LIFE (FIVE YEARS), AND PLACE THE RESIDUAL \$92,000 INTO A THREE-YEAR ANNUITY RATHER THAN A CD. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY, AND MR. MORGAN.

- Budget for 2022

Mr. McCall summarized the proposed budget for 2022 as follows:

Revenue:	\$1,247,700.00
Expenses:	\$ 856,215.08
Surplus Prior to Capital Purchases	\$ 88,417.92
2022 Capital Improvements:	\$ 50,784.00
Final Surplus	\$ 37,633.92

Mr. Alexander indicated that we also want to stress that there is no rate increase for 2022. Mr. Alexander provided credit to all of the Board members, Wessel, Mr. Cadwallader and Mrs. Flowers for all of the efforts in coming down to a solid budget with no rate increase. He commented that, with all of the large projects that the Board will be considering in the near future, we are considering our customers.

ON MOTION OF MR. McCALL, SECONDED BY MR. MORGAN, THE BOARD UNANIMOUSLY APPROVED THE PROPOSED 2022 BUDGET AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY, AND MR. MORGAN.

- Borough Christmas Party

Information was provided to the Board relative to the Borough Christmas Party to be held on Friday, December 17 at 6:00 p.m. at the Crimson Room. Any Board members interested in attending should contact Mrs. Flowers as soon as possible.

XVI. ADJUSTMENTS FOR THE MONTH

Mr. Cadwallader provided to the Board a request for adjustment received from Merle Thomas for the property at 712 North Railroad Street, where there was water leaking in a faucet in a shower in one of the apartments, which was repaired. Mr. Morgan questioned if anyone was living in the apartment, to which Mr. Cadwallader replied that he did not know. Mr. McCoy questioned if the adjustment goes by the address or the resident, to which Mr. Cadwallader replied that this is the question. He pointed out that Mr. Thomas has several apartment buildings, the same as other individuals in town. Attorney Emerick stated that he would think it would go by the property address. Mr. McCall indicated that there are many residents that have multiple properties so we would not be able to go by the property owner. Mr. Cadwallader commented that we are also unable to go by the account number because the account number is for the entire apartment complex. Attorney Emerick stated that he would not think we would want to do this for each apartment rental, to which Mr. Cadwallader replied that we could not because Mr. Thomas pays the entire bill and there is only one meter. Attorney Emerick noted as well that they can only do one request for adjustment every three years and that is why we would have to look at the property involved and not necessarily the owner because you could own two or three properties and have issues.

Mr. Morgan questioned if the process is set up now by the address or the customer, to which Mr. Cadwallader replied that prior to this we would go back and look at the person's name and we have never ran into this with a multi-complex before (there is only one other complex owner that has it broken down into the separate addresses of the property). Mr. Morgan pointed out that we do have an apartment complex on the delinquent list where the owner has not paid since August. Mr. McCoy questioned what size lines are going into the building, to which Mr. Cadwallader replied that it is both $\frac{3}{4}$ " and 1" with different sizes in parts of the building. Mr. McCoy questioned if we are billing residential or commercial, to which Mr. Cadwallader replied that we are billing as commercial but billed EDU by apartment.

As it relates to the apartment complex on the delinquent list mentioned by Mr. Morgan above, discussion took place; and Attorney Emerick will review the regulations relative to this matter as it relates to the name being in the landlord's name or the apartment renter's name. Mr. Morgan commented that there was an instance last month where the landlord had to pay the bill for the tenant because the tenant was not paying, so the question arises what we should do if the landlord is not paying the bill. Mr. Cadwallader noted that, if this was the case, we would shut the water off because the property is in the landlord's name. Attorney Emerick indicated that we would not be able to shut off the tenants for that and the tenants could withhold rent and come in and pay the water bill. Mr. McCoy pointed out that this would be difficult if you had one line coming into the complex and three tenants want it in their names; if one does not pay, we cannot shut off all three tenants. Attorney Emerick stated that he will review the regulations and come back to the Board at the next meeting.

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

XVII. GOOD OF THE ORDER

No matters to be presented.

XVIII. PROFIT & LOSS BUDGET VS. ACTUAL

Presented for Board information.

XIX. SHUT OFF LIST/DELIQUENT REGISTER

Presented for Board information.

XX. CAPITAL IMPROVEMENTS ACCOUNT REPORT

Presented for Board information. Mr. McCoy questioned if these monies are in a checking account, to which Mrs. Flowers replied affirmatively.

XXI. VACATION/SICK/COMP REPORT

As it relates to the carry-over of vacation time, Mr. Alexander questioned if all of the requests are 80 hours or less, to which Mr. Cadwallader replied affirmatively. Mr. Morgan commented that we have some employees who are allotted 80 hours of vacation time and they are carrying over 32-35 hours. He indicated that this is one area he would like to see revisited as, when this policy was developed, we allowed employees to carry over time because of large projects taking place and now we are carrying over hours for a lot of different employees. Mr. Castel noted that if the employees have time off, they should take it. Mr. Alexander noted that perhaps we have to become more creative in the use of time off. Mr. Bilchak pointed out that he does not think two weeks of time is a lot of time. He noted that he did save a lot of his vacation time this year due to personal reasons. Mr. McCoy questioned if we have a written standard on this, to which Mr. Morgan replied that we have a standard that was put in place in 2016/2017. Mr. Morgan indicated that he is concerned with the number of employees and if several want off at the same time, we would really have a skeleton crew. Mr. Morgan questioned how you would not use 80 hours of vacation time in a year other than using comp time.

XXII. GOOD OF THE ORDER

Mrs. Flowers stated that an invitation was received from Wessel on a program on the State of the County that is being held with the Commissioners. Any Board members interested in attending should let her know.

Mr. Alexander stated that this is the last meeting for Mr. Castel as his term is expiring. He expressed his thanks and appreciation to Mr. Castel on the part of the Board for his service to the Board.

XXIII. EXECUTIVE SESSION

ON MOTION OF MR. McCOY, SECONDED BY MR. McCALL, THE BOARD UNANIMOUSLY AGREED TO GO INTO EXECUTIVE SESSION FOR PERSONNEL REASONS AT 7:40 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. ALEXANDER, MR. CASTEL, MR. McCALL, MR. McCOY AND MR. MORGAN.

XXIV. ADJOURNMENT

Adjournment took place following the above Executive Session.

XXV. NEXT MEETING

The next meeting will be held on Thursday, January 20, 2022, at 6:00 p.m.

Respectfully submitted,

Sharon Squillario
Recording Secretary