

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage Water Department was held on Thursday, May 18, 2023 at 6:00p.m., in the Conference Room located at 606 Cambria Street.

Those in attendance were:

Dino Scarton, Scott Yetsko, Matt McCoy and Thomas Riskus.

Also present were:

Joe Beyer-Engineer, Chuck Gouse- Superintendent, and Jennifer Flowers - Business Manager.

Absent:

Christopher McCall, Attorney Michael Carbonara- Solicitor.

I. CALL TO ORDER -

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

II. RECOGNITION OF VISITORS –

Mr. Scarton welcomed visitors to the meeting.

1. Mr. Dan Taczynski- Mr. Taczynski applied for an adjustment on his bill and wanted to meet with PWA to explain the situation for the application. Mr. Scarton stated that the adjustments will be discussed in the order of the agenda and that someone will reach out to him the following day with PWA decision.

III. CORRESPONDENCE –

Nothing to report.

IV. APPROVAL OF MINUTES -

ON MOTION BY MR. YETSKO SECONDED BY MR. RISKUS, THE BOARD AGREED TO DISPENSE WITH THE READING OF THE APRIL 2023 MINUTES BEING DISTRIBUTED IN WRITTEN FORMAT AND UNANIMOUSLY ACCEPTED THE MINUTES AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. SCARTON, MR. YETSKO, AND MR. RISKUS.

Mr. Scarton questioned Mr. Gouse in regards to last month's visitor, Mr. Justin Irvin. Mr. Gouse was asked to submit a letter to Mr. Irvin regarding his account and decision. Mr. Gouse stated he did not have any contact with Mr. Irvin, he was given an adjustment for the current bill and Mr. Gouse was waiting to see what decision the board will make at tonight's meeting before contacting Mr. Irvin.

V. AGENTS EXPENDITURES –

Nothing to report.

VI. INVOICES - FOR APRIL 2023

PAID BILLS 04/14/2023

Aflac – Bilchak	\$ 33.50
Christopher McCall – April 2023 Meeting	45.00
CMPA – April 2023 Billing	1,000.00
Comcast	302.01
Dina Scarton – April 2023 Meeting	45.00
Exeter Supply Co. Inc.	629.35
Get Through Communications	220.88
Hilltop Office Supply Inc.	199.47
L/B Water Service, Inc.	240.45
Mary L. Elchin – March 10 & 24	200.00
Matt McCoy – April 2023 Meeting	45.00
Metron-Farnier, LLC	4,436.30
Mosholder Insurance Agency	3,138.00
Northern Cambria Assoc., Inc.	288.91
Penelec	1,965.11
Peoples Natural Gas Company	440.36
Portage Service Center	436.00
Pro Disposal, Inc	200.97
Ray Oil & Gas Co	1,084.66
Scott Yetsko – April 2023 Meeting	45.00
Stager’s Store	58.02
Thomas Riskus – April 2023 Meeting	45.00
United Graphics – Utility Bills	1,519.67
Verizon	433.86
Visa – 1 st Summit	459.56
William Gates, Jr.	<u>100.00</u>
TOTAL:	\$ 17,612.08

PAID BILLS 04/21/2023

1 st Summit Bank	\$ 1,108.00
PA DEP – DJ Moore, T Thompson	120.00
REA Energy Cooperative Inc	1,590.60
Sheetz Fleet Service	447.50
Staples	180.23
UPMC – Healthcare, Dental, Vision	7,819.80
Water Systems Solutions, Inc. –Bilchak Training Courses	<u>400.00</u>
TOTAL:	\$ 11,666.13

ON MOTION OF MR. YETSKO SECONDED BY MR. RISKUS, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES FOR THE MONTH OF APRIL 2023 FOR \$49,225.57, WHICH INCLUDES PENNVEST (\$3,896.36) AND USDA

(\$16,051.00) MONTHLY PAYMENTS. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED, MR. SCARTON, MR. YETSKO, AND MR. RISKUS.

VII. TREASURER'S REPORT APRIL -

ON MOTION OF MR. RISKUS, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED TO ACCEPT TREASURERS REPORT FOR THE MONTH OF APRIL, BEGINNING CASH \$2,104,051.25, ENDING CASH \$2,114,676.91. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED, MR. SCARTON, MR. YETSKO, AND MR. RISKUS.

VIII. SUPERINTENDENT REPORT

Leaks:

Mr. Gouse stated there were no leaks until today, May 18.

Vehicles:

Mr. Gouse stated that Unit #1 needs a front differential and wheel bearings in front with an estimate cost of \$1,600 or more. The PWA Board agreed not to put any added cost into fixing this.

Unit #4 – Inspection, new tires, brakes & windshield cost of \$1,108.96.

Administrative:

New Roof – Mr. Gouse stated that this is still unresolved.

Meter Grant – Mr. Gouse asked the board that since PWA did not receive the grant submitted for new meters, how they would like him to proceed moving forward with the purchasing of the new meters. Mr. Gouse stated that there are 10 meters in stock at this time. Mr. Scarton stated that Mr. Gouse has permission to purchase meters as needed. Mr. McCoy suggested doing this for now and possibly applying for other grants that become available.

Mr. Yetsko asked Mr. Gouse, in regards to the visitor at last month's meeting, if he looked into obtaining any reports that were done after draining the Springhill Tank. Mr. Gouse responded that Mr. Riskus stopped in the office and took a picture of the tank offline. Mr. Yetsko stated that we do have that information then, Mr. Riskus responded that it really didn't show anything, there was a timeframe that the computer system was not working. So there is no proven documentation that the tank was drained a second time.

IX. PLANT REPORT

Reviewed and discussed both March and April and part of May Reports with no issues.

Mr. Scarton pointed out the last page of the report about the employee who is retiring and needing another licensed plant operator. Mr. Gouse stated that Mr. Feathers is a licensed operator and we are only required to have one licensed operator there.

At this time there are two more visitors joining the meeting. After a brief discussion it was determined they need to be at the Portage Sewer Authority Meeting, which was held days prior to this meeting.

X. ENGINEER'S REPORTS

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

Emergency Action Plan

Mr. Beyer stated there is no change.

Notice of Violations

Mr. Beyer reminded PWA of the next date for issuing another Tier 2 Notice of Violation being no later than July 2, 2023.

BAMR Project

Mr. Beyer stated there is no change

Groundwater Feasibility Study

Mr. Beyer stated there is no change.

New Cost Estimates for Borough

Mr. Beyer presented a new cost estimate for lower borough project, no mill/overlay added costs for meter pits, meters, prv's and vaults for larger meters. The cost is approximately \$15.4 million dollars.

PennVest & PADep

Mr. Beyer & Mr. Gouse participated in a call for an Offer of Technical Assistance to Drinking Water & Wastewater Systems, this was with Dan Mikesic from PennVest & John Thomas from PADEP.

XI. SOLICITOR'S REPORT

Attorney Carbonara sent an email stating he would not be attending tonight's meeting. He attached paperwork for the board to review and approve. The Meter Agreement with Portage Sewer Authority with the term of the agreement being four years is ready to be signed. The PWA Chairman and the Assistant Secretary have signed this.

Attorney Carbonara also had paperwork with revised rules for meters to be replaced in our current Rates, Rules, Regulations Policy. As long as the board approves it. Mr. Gouse has a few things to correct and this will be discussed at next month's meeting.

ON MOTION OF MR. YETSKO, SECONDED BY MR. McCOY, THE BOARD UNANIMOUSLY AGREED TO APPROVE THE PORTAGE SEWER AUTHORITY AGREEMENT AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED, MR. SCARTON, MR. YETSKO, AND MR. RISKUS.

XII. FORESTER'S REPORT

No Report

XIII. UNFINISHED BUSINESS

Garbage Contract

This is still pending, per Attorney Carbonara

New Roof

ON MOTION OF MR. YETSKO, SECONDED BY MR. RISKUS, THE BOARD UNANIMOUSLY AGREED TO APPROVE COSTAR PRICING OF A NEW ROOF AT \$132,900.00 PAID OUT OF CAPITAL IMPROVEMENT BUDGET. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED, MR. SCARTON, MR. YETSKO, AND MR. RISKUS.

Metron-Farnier Meters

ON MOTION OF MR. YETSKO, SECONDED BY MR. McCOY, THE BOARD UNANIMOUSLY AGREED TO APPROVE THE PURCHASE OF 40 5/8 x 3/4 METRO-FARNIER METERS PAID OUT OF THE CAPITAL IMPROVEMENTS BUDGET. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED, MR. SCARTON, MR. YETSKO, AND MR. RISKUS.

XIV. NEW BUSINESS

Summer Employees – Mr. Gouse will review the applications and call them in for interviews.

ON MOTION OF MR. RISKUS, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY AGREED FOR MR. GOUSE AND A BOARD MEMBER TO INTERVIEW AND HIRE TWO PART-TIME EMPLOYEES FOR SUMMER HELP AT FOUR DAYS A WEEK AT \$10.00 AN HOUR. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED, MR. SCARTON, MR. YETSKO, AND MR. RISKUS.

Duke Energy

Mrs. Flowers stated the annual Easement Payment of \$2,000.00 for 2023 was received from Duke Energy and was deposited in the Money Market Account.

XV. ADJUSTMENTS FOR THE MONTH

ON MOTION OF MR. YETSKO SECONDED BY MR. RISKUS, THE BOARD UNANIMOUSLY AGREED TO APPROVE TWO ADJUSTMENTS TOTALING THE AMOUNT OF \$657.53 AND ONE ADJUSTMENT WAS NOT ELIGIBLE ACCORDING TO PWA POLICY. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED, MR. SCARTON, MR. YETSKO, AND MR. RISKUS.

XVI. GOOD OF THE ORDER –

Mr. McCoy would like the agreement with the wind turbines to be reviewed.

XVII. PROFIT & LOSS BUDGET VS. ACTUAL –

Reviewed and discussed with no issues.

XVIII. CAPITAL IMPROVEMENTS ACCOUNT REPORT –

Reviewed and discussed with no issues.

XIX. VACATION/SICK/COMP REPORT –

Reviewed and discussed with no issues.

XX. ADJOURNMENT

ON MOTION OF MR. YETSKO, SECONDED BY MR. RISKUS, THE BOARD UNANIMOUSLY AGREED TO ADJOURNMENT AT 7:46 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED, MR. SCARTON, MR. YETSKO, AND MR. RISKUS.

XXI. NEXT MEETING

The next meeting will be Thursday, June 16, 2023 at 6:00 p.m.

Respectfully submitted,

Jennifer Flowers, Business Manager
The Municipal Authority of the Borough of Portage Water Department