

606 Cambria St.  
Portage, PA 15946

**BOARD MEMBERS PRESENTS**

Dino Scarton, Chairman  
Scott Yetsko, Vice Chairman - absent  
John Bilchak, Secretary  
Thomas Riskus, Vice Secretary  
Mark Stancovich, Treasurer

**OTHERS PRESENT:**

Charles Gouse, Superintendent  
Joe Beyer, The EADs Group  
Toby McIlwain, Solicitor  
Amber Malzi, Administrative Assistant

**Others Present** - Steve Seawalk – The EADS Group, Lou Croco & Travis Hutzell of the KSA Group, Caleb Salyards & Chuck Salyards of the Blue Knob Vol. Fire Dept.

- 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. **PUBLIC PARTICIPATION**  
**Blue Knob Vol. Fire Dept.** – Chuck & Caleb Salyards of the Blue Knob Vol. Fire Dept. are requesting the use of PWA property trails for the annual ATV run the weekend of June 17, 2024. A motion in the minutes from September 5, 2019 banned the use of ATV’s on the Authority’s Watershed property with a cooperative agreement from the Game Commission for enforcement. The Salyards provided the board and superintendent with a map of the trails they would like to utilize. The map will be provided to the Forrester, Mr. Barton before a decision is reached.  
**KSA Group** – Lou Croco and Travis Hutzell of the KSA Group would like to assist the Portage Water Authority with acquiring grant money. Vice Secretary Riskus questioned if the KSA Group works with any other Water Authority in Pennsylvania. Mr. Croco informed the board they do not. PWA can request the KSA Group not to work with another Water Authority while under contract with Portage Water Authority.
- III. **CORESPONDENCE**
- IV. **APPROVAL OF MINUTES**  
Mark Stancovich motioned; John Bilchak seconded to approve the March 2024 minutes. **MOTION CARRIED: 4/0**
- V. **AGENTS EXPENDITURES** – None
- VI. **INVOICES**

**PAID INVOICES 03/01/2024 TO 03/31/2024**

PENNVEST #12638	03/01/2024	\$ 3,896.36
Borough of Portage	03/07/2024	\$ 15,514.51
Cole-Parmer	03/07/2024	\$ 165.08
DAMIN PRINTING	03/07/2024	\$ 107.00
FERGUSON WATERWORKS #920	03/07/2024	\$ 2,018.00
Get Through communications	03/07/2024	\$ 223.81
J.M. DeLullo Stone Sales Inc.	03/07/2024	\$ 1,815.71
L. B. Water Service, Inc.	03/07/2024	\$ 1,581.80

606 Cambria St.  
Portage, PA 15946

LISA STAGER	03/07/2024	\$ 100.00
Lowes	03/07/2024	\$ 104.46
Mosholder Insurance Agency	03/07/2024	\$ 7,866.00
PA One Call System, Inc.	03/07/2024	\$ 19.48
Pace Analytical Services, LLC	03/07/2024	\$ 248.70
Penelec	03/07/2024	\$ 189.23
Penelec	03/07/2024	\$ 19.88
Peoples	03/07/2024	\$ 299.79
PMRS	03/07/2024	\$ 40.00
Portage Area Sewer Authority	03/07/2024	\$ 108,804.56
Pro Disposal, Inc	03/07/2024	\$ 182.70
Ray Oil & Gas Co	03/07/2024	\$ 616.83
RDM-Johnstown LLC	03/07/2024	\$ 304.00
SERVPRO	03/07/2024	\$ 500.00
Stager's Store	03/07/2024	\$ 173.13
Verizon	03/07/2024	\$ 449.00
Visa - 1st Summit	03/07/2024	\$ 1,088.91
PMRS	03/07/2024	\$ 1,603.30
USDA Rural Development	03/12/2024	\$ 16,050.21
Environmental Service Laboratories, Inc	03/12/2024	\$ 304.70
ACE'S PLUMBING, HEATING, & AC, INC.	03/13/2024	\$ 4,710.00
Cambria Mailing Services, Inc.	03/13/2024	\$ 144.84
Comcast	03/13/2024	\$ 462.57
DAMIN PRINTING	03/13/2024	\$ 78.00
Penelec	03/13/2024	\$ 20.99
Penelec	03/13/2024	\$ 1,855.46
REA Energy Cooperative Inc.	03/13/2024	\$ 1,004.63
Cambria Systems, Inc.	03/21/2024	\$ 1,438.76
Environmental Service Laboratories, Inc	03/21/2024	\$ 2,663.24
Hach	03/21/2024	\$ 3,285.00
Pace Analytical Services, LLC	03/21/2024	\$ 384.40
Portage Auto Parts	03/21/2024	\$ 7.49
Ray Oil & Gas Co	03/21/2024	\$ 93.98
SCANLAN ELECTRIC	03/21/2024	\$ 227.39

606 Cambria St.  
Portage, PA 15946

Sheetz Fleet Service	03/21/2024	\$ 475.86
UPMC Health Plan	03/21/2024	\$ 6,743.53
EADs Group	03/21/2024	\$ 8,907.35
Mary L. Elchin	03/21/2024	\$ 200.00
CMPA	03/26/2024	\$ 1,000.00
Dino Scarton.	03/26/2024	\$ 45.00
ESRI GIS	03/26/2024	\$ 550.00
Hach	03/26/2024	\$ 265.78
JATS TRANSMISSION	03/26/2024	\$ 1,013.14
John M. Bilchak	03/26/2024	\$ 45.00
Mark Stancovich	03/26/2024	\$ 45.00
Randall Motor Company	03/26/2024	\$ 79.45
Ray Oil & Gas Co	03/26/2024	\$ 2,192.58
Scott Yetsko	03/26/2024	\$ 45.00
Thomas Riskus	03/26/2024	\$ 45.00
Verizon	03/26/2024	\$ 33.57
Metron-Farnier, LLC	03/27/2024	\$ 10,479.32
PA Department of Revenue	03/29/2024	\$ 298.81
		<b>\$ 213,128.29</b>

**John Bilchak motioned; Thomas Riskus seconded to approve the March 2024 invoices for \$213,128.29. MOTION CARRIED: 4/0**

**VII. TREASURER’S REPORT**

**John Bilchak motioned; Tom Riskus seconded to approve the March 2024 Treasures Report in the amount of \$2,007,681.61. MOTION CARRIED: 4/0**

**VIII. SUPERINTENDENT REPORT**

**Lamar Advertising** – The superintendent talked with Mike Barton, who found the original maps. According to the maps, the property the Lamar billboard is in fact on the Helsel’s property.

**Lead and copper survey**- No update at this time. The winner of the Meter Survey is 1954 Springhill Road, Portage, PA 15946 and will receive a \$100.00 credit for their water bill.

**911 Caldwell Ave**- The offer to purchase 911 Caldwell Ave was accepted by the seller for \$79,900.00. The sales agreement and resolution is ready to pass and be signed by the board.

**SCADA** – The SCADA upgrades for the Tanks/Distribution were ordered by Cambria Systems.

606 Cambria St.  
Portage, PA 15946

**Rules & Regulations-** The updated Rules & Regulations are not ready as of yet and are continuing to be a work in progress.

**Martindale & Benscreek Plant Internet** – The new Starlink internet systems were ordered. After delivery, the Starlink will be installed at the plants.

**Personnel-** The superintendent held interviews with candidates for the labor and operator positions and informed the board it may be time to begin hiring for summer help.

IX. **PLANT REPORT** – Any plant updates will now be included in the superintendent report.

X. **ENGINEER’S REPORT**

**1. Emergency Action Plan** – No change to the emergency action plan.

**2. Notice of Violations** – No change currently. The next public notice will need by June 13, 2024, and continue every three months after.

**2a. New Plants** – Mapping for the Martindale area has begun.

**3. Waterline and Water Meter Replacement Project** – The engineer has started the preliminary designs for the waterline and meter replacement.

**4. BAMR Waterline Project** – The PWA application was not selected for funding. PWA will need to submit a new application.

**5. Well Drilling in Martindale** – No update.

**7. Withdrawal Permit** – The engineer has submitted the withdrawal permit. On March 27, 2024. No update at this time.

XI. **SOLICITOR’S REPORT**

**Excavator-** The excavator is ready for transfer to the Portage Sewer Authority. Chairman Scarton will sign the Bill of Sale before the meeting adjourns.

**JD Custer Easement** – No update.

**North Alleghany Easement** – A firm working with North Alleghany is requesting the second amended easement be amended again. The solicitor suggested the amendment go forward. They also are requesting an estoppel agreement of guarantees to third parties regarding the condition of the property in order to acquire financing.

XII. **UNFINISHED BUSINESS** – None.

XIII. **NEW BUSINESS**

**Mark Stancovich motioned; John Bilchak seconded to enter into a contract with The KSA Group for grant funding. MOTION CARRIED: 4/0**

**John Bilchak motioned; Mark Stancovich seconded to advertise for summer help, not to exceed 38.5 hours a week at \$10.00 per hour. MOTION CARRIED: 4/0**

**Thomas Riskus motioned; John Bilchak seconded to hire Mark Knopp Jr. for the position of Laborer at \$15.00 beginning May 6, 2024. MOTION CARRIED: 4/0**

606 Cambria St.  
Portage, PA 15946

Thomas Riskus motioned; John Bilchak seconded to transfer the Excavator to the Portage Sewer Authority with a sale price of \$40,000. MOTION CARRIED: 3/0 WITH MARK STANCOVICH ABSTAINING HIS VOTE

Mark Stancovich motioned; John Bilchak seconded to approve Resolution 2024-01 for the purchase of 911 Caldwell Ave, Portage, PA 15946. MOTION CARRIED: 4/0

XIV. ADJUSTMENTS FOR THE MONTH- Matt Bienvenue- 120 Allen Street

Mark Stancovich motioned; Thomas Riskus seconded to approve the adjustment for 120 Allen Street, Portage, PA 15946. MOTION CARRIED: 4/0

XV. EXECUTIVE SESSION

Mark Stancovich motioned; Thomas Riskus seconded to enter Executive Session from 7:05 P.M. to 7:23 P. M. for Personnel, Real Estate, and Contracts. MOTION CARRIED: 4/0

XVI. ADJOURNMENT

Mark Stancovich motioned; Thomas Riskus seconded to adjourn the meeting at 7:58 P.M. MOTION CARRIED: 4/0

Respectfully Submitted,

Amber Malzi