

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage was held on Thursday, August 7, 2014, at 7:00 p.m., in the Conference Room at 606 Cambria Street.

Those in attendance were:

Ray Bowman, Chairman  
Tom Hodgkinson  
Steve Koval  
Jerome Yetsko

Also present were: Ron Cadwallader, Jr., Superintendent; Attorney Bill Barbin, Solicitor; Joe Beyer, The EADS Group; Amanda Petrunak, Mainline Newspapers.

**I. CALL TO ORDER**

Mr. Bowman, Chairman, called the meeting to order at 7:00 p.m., which was followed by the Pledge of Allegiance and Roll Call.

**II. RECOGNITION OF GUESTS**

Mr. Bowman recognized Amanda Petrunak, Mainline Newspapers.

**III. CORRESPONDENCE**

Mr. Bowman stated that there was no correspondence to be presented.

**IV. APPROVAL OF MINUTES**

ON MOTION OF MR. HODGKINSON, SECONDED BY MR. KOVAL, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE JULY 10, 2014 MINUTES BEING THAT THEY WERE DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE MINUTES AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. HODGKINSON, MR. KOVAL, AND MR. YETSKO.

**V. AGENT'S EXPENDITURES**

No Agent's expenditures to be presented.

**VI. INVOICES**

Borough of Portage	\$ 285.60
Cambria Mailing Services Inc.	75.24
CBIZ Insurance Services Inc.	250.00
Chelsea Patterson	100.00
Copy Tech Office Systems Inc.	59.27
EADS Group	7,637.27
Ebensburg Office Supply	215.82
Environmental Service Labs	144.00
Hesel Excavating	1,059.92
J.C. Ehrlich Co, Inc.	147.71
Jessica Rusnak	100.00
L/B Water Service, Inc.	3,826.46
Laurel Sand & Stone	495.00

Link Computer Corp	240.00
Mary L Elchin	144.00
PA Rural Water Association	285.00
Portage Auto Parts	32.98
Portage Post Office	147.00
Portage Service Center	1,671.95
Ray's Lawnmower	33.99
Ray Oil & Gas	473.33
Raymond G Bowman	50.00
RDM – Johnstown	360.00
Ronald J Cadwallader, Jr	20.00
Sharon Squillario	50.00
Stager's Store	369.32
Stephen F. Koval	50.00
Thomas Hodgkinson	50.00
Thomas Kunko	50.00
United Graphics	2,222.46
Univar USA, Inc.	9,737.05
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	\$30,383.37

## Paid Bills

Aflac	\$ 153.38
Comcast	236.95
Penelec	1,667.42
Pro Disposal	142.00
REA Energy Cooperative	981.56
Renee Maul	100.00
Windber Medical Center	97.64
Mary L Elchin	36.00
FedEx Freight	1,247.88
Health America	7,028.82
Lyndsay Sossong	100.00
Marcia Myers	100.00
PA Warn	37.50
Sheetz Fleet Service	166.00
Verizon	345.97
1 <sup>st</sup> Summit Bank	391.34
Jason Richardson	100.00
Verizon Wireless	176.92
Tricia DeJesus	100.00
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	\$13,209.38

ON MOTION OF MR. KOVAL, SECONDED BY MR. HODGKINSON, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES IN THE AMOUNT OF \$52,997.66 (REGULAR BILLS, \$30,383.37; PAID BILLS, \$13,209.38; PennVEST, \$3,896.36 AND \$5,508.55). BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. HODGKINSON, MR. KOVAL, AND MR. YETSKO.

**VII. TREASURER'S REPORT**

ON MOTION OF MR. KOVAL, SECONDED BY MR. HODGKINSON, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE JULY 2014 TREASURER'S REPORT AS IT WAS PREVIOUSLY DISTRIBUTED IN WRITTEN

FORM AND UNANIMOUSLY ACCEPTED THE REPORT WITH A BALANCE OF: BEGINNING CASH, \$1,489,027.57; CASH IN, \$262,501.90; CASH OUT, (\$202,961.25); ADJUSTMENT (INTEREST), \$497.91; ENDING CASH, \$1,549,066.13. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. HODGKINSON, MR. KOVAL, AND MR. YETSKO.

### **VIII. SUPERINTENDENT'S REPORT**

Mr. Bowman noted that Mr. Cadwallader's report was distributed to the Board members prior to the meeting; and he asked the Board if there were any questions regarding the report.

Mr. Cadwallader noted that he provided for the Board's consideration a quote received from GapVax for cleaning of the clarifiers at the Martindale plant.

Mr. Cadwallader apprised the Board that he has finalized all of the easements for the Albert Drive project and the Cemetery Road project. There was one outstanding easement for the Cemetery Road project (St. Michael's Orthodox Church); however, this has been addressed so all of the easements for these two projects have been addressed. Mr. Cadwallader reported that the Albert Drive project will start next week.

Mr. Cadwallader commented that the Authority's portion of Dulancey Drive project is complete. He noted that Diehl will be addressing the two hydrants. HRI contacted Mr. Cadwallader; and they will be paving the intersection and getting rid of all of the cold patch that was temporarily used. Mr. Bowman indicated that this paving is only a temporary fix to smooth out the area being that the entire project is only approximately 12% complete.

Mr. Cadwallader noted that today was the last day for the workers from Career Link. The individuals did a good job and were good workers.

As it relates to the Mountain Avenue project, Mr. Cadwallader reported that all of the concrete will be removed on Tuesday. All of the curb boxes are ready. Mr. Koval questioned if the sidewalk is going to end right before the tracks, to which Mr. Bowman replied that the sidewalk will stop right before the mini park alley.

Mr. Cadwallader informed the Board that the staff will be placing some topsoil at the plant in the area that was affected as a result of the generator being installed.

### **IX. ENGINEER'S REPORT**

Mr. Beyer commented that a copy of the Engineer's Report was distributed to the Board prior to the meeting.

Mr. Beyer reported that the tank inspection took place. The man door that was chipped was replaced. Mr. Cadwallader stated that both samples were taken, the bacteria readings came back fine, and the tank was put back on line.

Mr. Beyer informed the Board that Lumadue asked for a substantial completion on the CDBG project; however, no dates have been set as yet. As it relates to the monies left over from the CDBG project, the Board determined that the monies would be put toward the Mountain Avenue project. Mr. Cadwallader provided Mr. Beyer with the necessary information so that Mr. Beyer can now compile the costs, etc., to be presented to Mr. Custer. Mr. Cadwallader stated that it was planned to start the project from the area nearer to the school. However, after speaking with Mr. Custer, being that there are 8", 6" and 3" pipes involved, Mr. Custer recommended that the project start where the 3" pipe is, which is from Main Street up the hill. If we do this, it will take the project 60 feet shy of Porinchak's

store. Mr. Cadwallader explained that, from the school down, we would be dealing with a grassy area; however, from Main Street up, we would be dealing with a concrete area. Mr. Cadwallader noted that this would also include the coinciding taps that would have to be placed across the street. Mr. Beyer informed the Board that all of the permits for the Cemetery Road project have been submitted and approved. If the grants are awarded on September 9, Mr. Beyer pointed out, we will be ready to bid the project either now or in the spring. Mr. Hodgkinson questioned when we will have to use the monies by, to which Mr. Beyer replied that we will be told when the grant is awarded; however, it is usually within 90 – 120 days. This would also depend on when the project has to be bid by. Mr. Bowman noted that when the grant is awarded, we will be told what the restrictions of the grant are.

Mr. Beyer stated that the annual dam inspection was completed. The report will be completed and sent to the Authority in the near future. Mr. Cadwallader stated that there was a comment made during the dam inspection concerning the cat-o-nine tails near the corner of the dam, which may indicate a wetland. Calls were made to the County and DEP; and the cat-o-nine tails can be removed. Mr. Bowman questioned if exercising the valve was made part of the inspection, to which Mr. Beyer replied affirmatively.

#### **X. FORESTER'S REPORT**

No report.

#### **XI. SOLICITOR'S REPORT**

Attorney Barbin apprised the Board that a copy of his report was provided to the Board prior to the meeting.

Attorney Barbin reported that he completed the easements for the Cemetery Road project.

Attorney Barbin commented that he prepared a letter to Diehl and scanned and mailed it today. The letter details that Diehl would be barred from any future contracts with the Authority. Attorney Barbin stated that other governmental agencies could become aware of this and bar Diehl from other projects as well. He noted that this may make Diehl consider making the payment to the Authority; however, if payment is not made, the Authority does have the option of going to the Magistrate.

#### **XII. UNFINISHED BUSINESS**

- Front Avenue and Plane Road Project

Discussed earlier in the meeting. Project ongoing. This matter will be removed from the agenda once substantial completion has been reached.

- CDBG Project

Discussed earlier in the meeting. Project ongoing.

- Employee Issues

Mr. Bowman noted that there was nothing to be presented to the Board.

- PA Small Water and Sewer Grant

Discussed earlier in the meeting.

- Health Care Renewal

Mr. Bowman noted that Mrs. Ringler provided to the Board information on a high deductible plan which was comparable in price as the other renewal plan. Mr. Koval commented that he did not see any significant advantage with it, but the price was a little high. Mr. Cadwallader stated that if we were to go with that plan, if an employee would have an office visit, there would be a co-pay plus part of the deductible. Mr. Bowman agreed indicating that it would cost the employees more each visit. Mr. Koval stated that the Board reviewed each of the options during the recent workshop; and he is in favor of the HealthAmerica PPO 25/75 100% plan. When discussed in the workshop, Mr. Koval commented, the members present agreed that the Authority would pay one-half of the \$2,000 hospital admission charge (a one-time payment of \$1,000 for each employee).

ON MOTION OF MR. KOVAL, SECONDED BY MR. HODGKINSON, THE BOARD APPROVED THE NEW HEALTH INSURANCE PLAN – HEALTHAMERICA PPO 25/75 100 % PLAN – WITH THE AUTHORITY PAYING ONE-HALF OF THE \$2,000 HOSPITAL ADMISSION CHARGE (A ONE-TIME PAYMENT OF \$1,000 FOR EACH EMPLOYEE). BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. HODGKINSON, AND MR. KOVAL. MR. YETSKO CAST A DISSENTING VOTE.

### XIII. NEW BUSINESS

- FWF Property Renewal

Mr. Bowman requested approval of FWF property renewal quote as presented by FWF prior to the meeting. Mr. Koval noted that this would include the exclusion of the used generator and possibly the roller from the coverage, as well as the increase in coverage on the Authority office building to \$725,000.

ON MOTION OF MR. KOVAL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY APPROVED THE FWF PROPERTY RENEWAL QUOTE AS PRESENTED, WITH THE EXCLUSION OF THE USED GENERATOR AND POSSIBLY THE ROLLER FROM THE COVERAGE, AS WELL AS THE INCREASE IN COVERAGE ON THE AUTHORITY OFFICE BUILDING TO \$725,000. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. HODGKINSON, MR. KOVAL, AND MR. YETSKO.

### XIV. GOOD OF THE ORDER

- Quote From GapVax

Mr. Bowman questioned if the quote received from GapVax for cleaning of the clarifiers was different from that received in the past, to which Mr. Cadwallader replied negatively. Mr. Koval questioned if cleaning of the clarifiers needs to be done soon, to which Mr. Cadwallader replied affirmatively. Mr. Bowman noted that the quote received is a quote for hourly work (equipment, travel, etc.). Mr. Hodgkinson questioned if GapVax is the only company in the area that does this type of work, to which Mr. Bowman replied affirmatively. Attorney Barbin stated that the landfills are refusing to take the sludge, to which Mr. Cadwallader interjected that there are a lot of tests that have to be done before sending the sludge to the landfill. Mr. Cadwallader stated that the concern we have is that when the sludge in the drying beds goes down, it then rains and the drying bed increases again. Mr. Koval commented that the drying bed is doing what it is supposed to do but we cannot control the rain that causes the increase. Attorney Barbin questioned if the Sewer Authority would take the top water from the drying bed, to which Mr. Cadwallader replied that he did not know. Attorney Barbin commented that Mr. Cadwallader should check with the Sewer Authority. Mr. Koval questioned how we would get

the water to the sewer plant, to which Mr. Cadwallader replied that we would have to use a tank truck to transport it.

ON MOTION OF MR. KOVAL, SECONDED BY MR. HODGKINSON, THE BOARD UNANIMOUSLY APPROVED THE QUOTE FROM GAPVAX FOR CLEANING OF THE CLARIFIERS AT THE MARTINDALE PLANT AT A COST OF \$4,056 PLUS \$80 PER TRIP AND USE OF THE EQUIPMENT. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. HODGKINSON, MR. KOVAL AND MR. YETSKO.

- Allegheny Wind Farm Royalty True Up Check

Mr. Bowman apprised the Board that a check in the amount of \$15,625.37 was received from Allegheny Wind Farm (megawatt payment).

ON MOTION OF MR. KOVAL, SECONDED BY MR. HODGKINSON, THE BOARD UNANIMOUSLY AGREED TO DEPOSIT THE ALLEGHENY WIND FARM ROYALTY TRUE UP CHECK IN THE AMOUNT OF \$15,625.37 TO ACCOUNT 106.5. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. HODGKINSON, MR. KOVAL AND MR. YETSKO.

- Replacement of Unit #2

Mr. Bowman commented that the cost for replacement of Unit #2 was included in the budget under capital improvements. Unit #2 is due for inspection in November; and if the Board moves forward with a replacement, the inspection could be avoided. Mr. Hodgkinson commented that, when the replacement was discussed in the past, the Board discussed the type of cab for the truck. Mr. Bowman stated that he would prefer an extended cab.

Mr. Bowman noted that Mr. Cadwallader obtained three quotes. Mr. Cadwallader pointed out that Ford gave a quote on a 2014 and would hold the price. For Dodge and Chevy, the 2015 models are already out, so they could give a quote on a 2014 but could not hold the price. Mr. Cadwallader stated that included in the budget was \$27,000 for the replacement, but he does not know the price of the 2015 models as yet. The prices Mr. Cadwallader received were: Chevy, \$29,940; Ford, \$24,861; and Dodge, \$24,057. Mr. Hodgkinson questioned if we could wait until we receive quotes on all 2015 models, to which Mr. Cadwallader replied that we do have time before the inspection is due in November. Mr. Yetzko questioned what the mileage is on the current vehicle, to which Mr. Cadwallader replied 158,000 miles. Mr. Koval commented that we would not want to have the cost of inspection on the current vehicle nor the cost of maintenance. Mr. Koval questioned if we would be able to obtain pricing on the 2015 models by the end of August, to which Mr. Cadwallader replied that he could make telephone calls tomorrow to find out.

The Board agreed that Mr. Cadwallader should obtain quotes on the 2015 models for discussion by the Board at the next meeting.

## **XV. ADJOURNMENT**

THERE BEING NO FURTHER BUSINESS, ON MOTION OF MR. KOVAL, SECONDED BY MR. HODGKINSON, THE BOARD ADJOURNED THE MEETING AT 7:55 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. HODGKINSON, MR. KOVAL, AND MR. YETSKO.

XVI. NEXT MEETING

The next meeting will be held on Thursday, September 4, 2014 at 7:00 p.m.

Respectfully submitted,

*Sharon Squillario*  
Sharon Squillario  
Recording Secretary