

A meeting of the Board of Directors of the Municipal Authority of the Borough of Portage was held on Thursday, February 5, 2015, at 7:00 p.m., in the Conference Room at 606 Cambria Street.

Those in attendance were:

Ray Bowman, Chairman
John Gartland
Steve Koval
Mark Stancovich
Jerome Yetsko

Also present were: Ron Cadwallader, Jr., Superintendent; Attorney William Barbin, Solicitor; Mike Barton, Forester; 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 Ms. Petrunak.

III. CORRESPONDENCE

Mr. Bowman noted that the following correspondence was received:

- PA Rural Water Nominating Committee's call for nominations for Board member positions (one position from District 2, one position from District 3 and one position from District 5).
- PA Rural Water annual conference to be held March 24-27, 2015 at the Penn Stater Conference Center. Any Board member interested in attending was asked to contact Mr. Cadwallader.
- PA-AWWA annual conference to be held April 21-23, 2015 at the Hershey Lodge and Convention Center. Any Board member interested in attending was asked to contact Mr. Cadwallader.
- Shell Oil article shared by Mr. Cadwallader relative to fracking and residents becoming ill.

IV. APPROVAL OF MINUTES

ON MOTION OF MR. YETSKO, SECONDED BY MR. KOVAL, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE JANUARY 8, 2015 MINUTES BEING THAT THEY WERE DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE MINUTES AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

V. AGENT'S EXPENDITURES

No Agent's expenditures to be presented.

VI. INVOICES

Anthony Thompson	\$	300.00
Borough of Portage		48.24
Brian Cadwallader		300.00

Cambria Mailing Service Inc	78.36
Capital Region Benefits, Inc	84.71
Christene Ringler	200.00
Cole-Parmer	2,575.40
Commonwealth of PA – DEP	1,000.00
Cummins Bridgeway, LLC	1,209.66
DJ Moore	300.00
EADs Group	390.00
Ebensburg Office Supply	240.49
Environmental Service Laboratories, Inc	144.00
HACH	1,025.77
Hite Company	103.49
John Morgan, Jr	300.00
John Gartland	50.00
John Bilchak	300.00
Joy Powers	200.00
L/B Water Service Inc	531.65
Mark Stancovich	50.00
Mary L Elchin	180.00
National Road Utility Supply Inc	9,524.42
Norfolk Southern Railway	462.42
PMAA	792.33
PMRS	9,204.00
Portage Auto Parts	31.89
Portage Post Office	147.00
Portage Service Center	484.90
Ray Oil & Gas Co	4,276.42
Raymond Bowman	50.00
RDM – Johnstown	310.00
Ronald Cadwallader	320.00
Sharon Squillario	50.00
Stager's Store	232.71
Stephen Koval	50.00
Todd Feathers	300.00
Verizon Wireless	181.51
Visa – 1 st Summit	190.00
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	\$36,219.37

Paid Bills

Comcast	\$	261.41
PA One Call System, Inc.		14.30
Penelec		1,618.50
Peoples National Gas Company		416.71
REA Energy Cooperative Inc		1,539.82
Aflac		226.22
Business Records Management		24.00
FWF Insurance Agency, Inc		1,900.00
PennDot		10.00
Pro Disposal		142.00
Sheetz Fleet Service		150.17
SwiftReach Networks, Inc		1,225.00
UPMC Health Plan		5,522.58
Verizon		340.04
Williams Walters		100.00

1 st Summit Bank	391.34
Daniel Behe	29.48
Diana Newfield	158.04
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	\$14,069.61

ON MOTION OF MR. KOVAL, SECONDED BY MR. STANCOVICH, THE BOARD UNANIMOUSLY AGREED TO ACCEPT AND PAY INVOICES IN THE AMOUNT OF \$59,693.89 (REGULAR BILLS, \$36,219.37; PAID BILLS, \$14,069.61; PennVEST, \$3,896.36 AND \$5,508.55; USDA, \$0.00. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

VII. TREASURER'S REPORT

ON MOTION OF MR. KOVAL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY AGREED TO DISPENSE WITH THE READING OF THE JANUARY 2015 TREASURER'S REPORT AS IT WAS PREVIOUSLY DISTRIBUTED IN WRITTEN FORM AND UNANIMOUSLY ACCEPTED THE REPORT WITH A BALANCE OF: BEGINNING CASH, \$1,583,618.50; CASH IN, \$182,554.42; CASH OUT, (\$204,309.79); ADJUSTMENT (INTEREST), \$0; ENDING CASH, \$1,561,863.13. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH 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.

In follow-up of the discussion at the last meeting, Mr. Cadwallader informed the Board that he spoke with a representative from EADS in Somerset; and it would cost \$50 to bring the door into ADA compliance. The Board agreed that this action be taken.

Mr. Cadwallader stated that he discussed at the last meeting a grant for internet service to the Martindale plant. When he checked further into the grant, he found that the grant was actually for the Authority to provide internet service to a small town if the Authority wanted to become a provider. Mr. Cadwallader noted that he checked with Verizon regarding the possibility of placing internet service at the Martindale plant. Verizon provided two quotes; i.e., Option #1 would be \$42.99 per month for a two year agreement; or Option #2, \$52.99 per month for a month-to-month agreement. Mr. Cadwallader commented that he would like to try the month-to-month agreement to see if the internet is going to work at the Martindale plant. He emphasized that the internet would be important being that this is what is used to send all of the reports to DEP. The plant employees now have to come to the Authority office in order to file the reports via the internet. Mr. Bowman stated that he believes we should at least give it a try. It is a cellular based solution and there is no large installation process. Mr. Koval agreed indicating that there is a substantial benefit to having the internet service at the plant. Mr. Bowman commented that most of the information currently requires e-filing. Mr. Cadwallader indicated that he does know we are unable to get the internet service to the Benscreek plant because it is too far away.

ON MOTION OF MR. KOVAL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY APPROVED THE PURCHASE OF THE VERIZON INTERNET SERVICE FOR THE MARTINDALE PLANT ON A MONTH-TO-MONTH BASIS AT \$52.99 PER MONTH. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

Mr. Cadwallader commented that he included information in his report relative to flagger classes, which is a highway safety certification course that would certify employees to be able to be on PennDot highways as a flagger. He did discuss this matter with the Sewer Authority and the Borough. To provide the course in Portage, Mr. Cadwallader commented, the cost would be \$835, which equates to \$90 per person, which is cheaper than sending the employees to a class (usually \$150 - \$200 per person). He indicated that he could arrange to hold the course at the Fire Hall. Mr. Koval questioned who would be conducting the class, to which Mr. Cadwallader replied that it would be Susquehanna Fire. Mr. Koval questioned if this would allow employees to strictly be a flagger on Route 164, to which Mr. Cadwallader replied that it would certify staff to be a flagger on any State highway. Mr. Cadwallader informed the Board that all of the Township employees are currently certified; and two of the Authority employees currently hold the certification as well. He also stated that the certification is good for three years.

ON MOTION OF MR. KOVAL, SECONDED BY MR. STANCOVICH, THE BOARD UNANIMOUSLY APPROVED MR. CADWALLADER ARRANGING FOR THE FLAGGER CERTIFICATION COURSE FOR ALL EMPLOYEES (WITH THE EXCEPTION OF BRIAN CADWALLADER AND TODD FEATHERS WHO ARE ALREADY CERTIFIED) AT A TOTAL COST OF \$835. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

Mr. Cadwallader stated that he has purchased all of the meters that will be needed to finish out all of the replacements. He questioned the Board if the purchase should be paid out of the money market account. Mr. Koval questioned if there are funds available in the money market account, to which Mr. Bowman replied affirmatively. Mr. Koval noted that the Board had already had this purchase planned under capital improvements. He questioned how many meters were purchased, to which Mr. Cadwallader replied that there were 402 5/8", three or four 3/4" and one 4". Attorney Barbin stated that the Board had already authorized the purchase at a previous meeting, so this is basically for the Board's information. Mr. Bowman agreed, indicating that the purchase will be approved when the bill is received.

Mr. Cadwallader apprised the Board that he spoke with the plant employees. The employees wanted Mr. Cadwallader to request of the Board to consider, if the employees use a vacation day, that it not be held against their time if they have overtime during that week. Mr. Bowman noted that the Board had already addressed the holiday time where the time would not be subtracted from the overtime hours. In this case, if an employee would take a vacation day and they would have eight hours of overtime, they would lose the overtime and be paid straight time. Mr. Koval commented that he thought this is what we had already put into the employee manual. Mr. Bowman noted that we had zeroed everything out so that it followed the law. Mr. Cadwallader indicated that it now follows the law but the Board can make changes. Mr. Bowman commented that the Board is allowed to go "better than" but it cannot go "worse than" what the law states. Mr. Koval questioned, if an employee takes a day off during the week and they work 40 hours and get paid for the vacation day they want the overtime for the other eight hours. Mr. Bowman replied that if they use a vacation day to make 40 hours and then they work the weekend, they lose the overtime. If they work four days and take a vacation day on Friday, and then they work the weekend, they get paid regular time for the weekend rather than time and one-half. Mr. Koval questioned if this is only if an employee takes a vacation day, to which Mr. Bowman replied affirmatively. Mr. Stancovich commented that if a plant employee takes a vacation day, they are still on-call anyway. He questioned whether there would be problem including the sick time in this as well, to which Mr. Koval replied that we would then have no policy. Mr. Koval noted that this is why the Board did this; i.e., to avoid an employee taking three or four sick days during the week and then getting paid overtime for anything over 40 hours. He commented that he would agree to the vacation time but not the sick time. Mr. Bowman stated that there is also "excused time," such as time an employee can take for a doctor's appointment, which would not count for overtime.

MR. KOVAL MADE A MOTION TO CHANGE THE POLICY TO ALLOW VACATION TIME TO BE USED AND COUNTED TOWARD THE 40 HOUR WEEK AND COUNTED TOWARD OVERTIME, EXCLUDING SICK TIME AND EXCUSED TIME, WHICH WOULD BE COUNTED AGAINST THE OVERTIME. MR. KOVAL'S MOTION DIED FOR A LACK OF A SECOND.

Mr. Cadwallader informed the Board that he will be having surgery on his neck in the near future. He will keep the Board informed.

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 Attorney Barbin did send a letter to Lumadue requesting a timeline when information would be received on the as builts. Lumadue did send electronic as builts for the Jamestown area, which Mr. Beyer will review to ensure it is sufficient; however, no information has been received for the Martindale side. Lumadue did submit information previously on Martindale; however, it was incomplete. Lumadue will have information on the Alliance Avenue project next week.

As it relates to the Cemetery Road project, Mr. Beyer questioned the Board as to whether they wanted to bid the project now. Mr. Cadwallader informed the Board that Mr. Brian Cadwallader felt that we could do this project in-house. He pointed out that he is finalizing the cost of what it would cost to do the project in-house. Mr. Koval stated that he assumed we were going to do the project in-house, to which Mr. Beyer replied that previously we had talked about bidding the project out and he had completed the specifications for the bid package. He noted that we could delay a decision for another month; however, he would suggest not delaying it much longer than that. Mr. Bowman stated that if the Authority employees feel we could do the project in-house, he would have no problem with that. Mr. Cadwallader noted that, if we do the project in-house, there may be a need to rent a piece of machinery. Mr. Bowman commented that the estimate for a contractor to complete the work was approximately \$148,000. Mr. Beyer noted that some of these monies have already been spent for engineering permits, etc. Mr. Koval stated that he would be fine with the project being completed in-house if the staff felt they could do it. Mr. Cadwallader commented that this would be a summer project for the staff. Mr. Koval questioned how long the project would take, to which Mr. Cadwallader replied that it would probably take approximately two months, which would be done along with the regular tasks. Mr. Bowman noted that the Board did approve the project already based on the contractor's estimates, so any savings that could be realized by doing the project in-house would be beneficial.

Mr. Beyer noted that perhaps after the Board meets with Borough Council on February 17, a meeting could be scheduled to review the long-range plan.

X. SOLICITOR'S REPORT

Attorney Barbin noted that he had submitted a copy of his report prior to the meeting.

As it relates to the discussion at the last meeting regarding Diehl Construction, Attorney Barbin reported that this matter is pending.

Concerning the Chappell property, Attorney Barbin reported that he did send a letter to the mortgage company; however, he has not received a response as yet.

Attorney Barbin commented that he did review the Rules, Rates and Regulations and Conditions of Service. All of the language is fine and no changes need to be made.

Attorney Barbin indicated that Mr. Cadwallader had discussed with him a concern on businesses where there is a master meter and that business is receiving a discount on their volume of water. Attorney Barbin developed a policy on "Multiple EDU Billing," which he sent to the Board prior to the meeting for their review. He explained that the Authority currently has a billing structure that has a lump sum minimum bill which includes fixed costs and a minimum of 2,000 gallons of water. Under the policy, an extra payment would be made over the 2,000 gallons of water. Attorney Barbin noted that the lump sum bill could be called a "minimum bill" for some residents. He pointed out that the idea behind the Multiple EDU Billing policy is that, if you have an apartment building with multiple units, they should be paying multiple bills. Attorney Barbin reviewed with the Board the policy in detail. He noted that Part A of the policy states that one dwelling unit, either apartment efficiency, half of a double, or a single family residence or other structure intended to be used as a separate permanent dwelling place, irrespective of consumption, would receive one bill. Part B under that rule is that, if it is a non-residential organization, you would take their 12-month average and divide it by 3,000 gallons per month to determine the EDUs. Attorney Barbin noted that the 3,000 could be changed to 3,500 if the Board desires. In this respect, a non-residential unit could be 2-3 EDUs. If there is a fractional EDU, it would be rounded up to the next higher number; and if there are separate businesses, they would get at least one EDU. For example, if there is a strip unit with one meter, each separate business within the strip center would receive at least one EDU; however, if they use a lot of water, they would have more than one EDU.

Attorney Barbin noted that Section 5 of the policy has to do with sewer and minimum bills. He explained that if someone is running a simple business in their house, you do not want to treat them separately; however, the key factor would be if they have employees or other family members residing in the residence. If they have employees who drive to work, they would receive a separate bill. But if you have children and you and the children reside there, you would not count them as a separate business. Mr. Bowman questioned what would be done in the instance where a contractor runs the business out of his home but all of the employees report to that location as part of their job, to which Attorney Barbin replied that he would say that would not be a business location. Mr. Cadwallader questioned what would be done if there is a bar that is considered a hotel as well, to which Attorney Barbin replied that this is not considered a permanent dwelling. Attorney Barbin commented that his interpretation would be that, if it is a room with a bathroom at the end of the hall, this would not be residential use and you would treat it as a business. In this case, Attorney Barbin noted, he would suggest going off the meter reading and dividing it by either 3,000 or 3,500 gallons to determine the EDUs.

Attorney Barbin stated that, because we are basing it on a resident's usage, you are going to have residents saying that they do not use the same amount of water that they did in the past. For this reason, Section 4 of the policy states that the Authority would only readjust a resident's 12-month average no more often than every 12 months.

Attorney Barbin commented that the policy is going to change some residents' bills. Mr. Koval questioned what would be an example when this policy would come into play and residents would approach the Board, to which Attorney Barbin replied that it may be residents of an apartment building that would have a concern. Mr. Cadwallader explained that, with Lodge Run, they have one single meter and we counted the number of residents and that is how many EDUs they received. Mr. Bowman questioned the Housing Authority, to which Mr. Cadwallader replied that the Housing Authority actually purchases their water by bulk and it comes through a high/low meter. Mr. Cadwallader noted that one area we will need to look at is the Anderson Building where there is one meter feeding multiple apartments. Mr. Koval questioned if he was correct that there is a single meter in that building with 8-10 units and right now the owner is paying one meter based on usage; and if it is less than 10 apartments on the minimum, he will pay the minimum, to which Mr. Cadwallader replied affirmatively. Mr. Cadwallader explained that the Anderson Building is broken up and there is a separate meter for certain sections in the building. Attorney Barbin pointed out that a person with multiple EDUs gets credit for 2,000 gallons before we would charge them overage; and apartments

tend to use less water than a house. Attorney Barbin indicated that the way he looks at permanent dwellings, which is debatable among Authorities, is sanitary facilities in the living unit and cooking facilities in the unit; if there are both sanitary and cooking facilities in the unit, it is probably a permanent dwelling. He emphasized that the Authority is going to have to look at this on a case-by-case basis. Mr. Gartland commented that the building he owns was at one time a hotel with 12 rooms and a bathroom at the end of the hall, to which Attorney Barbin replied that this was the most popular way to build a building in the past.

Mr. Koval questioned if the proposed policy is a change to the Authority's current policy, to which Mr. Cadwallader replied affirmatively, stating that we do not have anything mentioned in the current policy regarding EDUs.

ON MOTION OF MR. KOVAL, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY APPROVED THE MULTIPLE EDU BILLING POLICY AS PRESENTED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

Attorney Barbin noted that the policy should be placed under the "Billing" section of the current policies. He stated that the main purpose of the policy is for those individuals that have a building with multiple uses to pay more than what your regular homeowner would pay.

XI. FORESTER'S REPORT

Mr. Barton apprised the Board that he went ahead with the sale of the timber along County Line Road with Shawn Claar (timber that was damaged in the ice storm). Mr. Claar was going to do an Addendum to the current Agreement; however, it was easier to do a new Agreement. Mr. Claar submitted an Agreement in the amount of \$3,106. Mr. Bowman noted that he does have a copy of the new Agreement for signature.

ON MOTION OF MR. KOVAL, SECONDED BY MR. STANCOVICH, THE BOARD UNANIMOUSLY APPROVED THE AGREEMENT WITH SHAWN CLAAAR LOGGING FOR \$3,106 AS REFERENCED ABOVE. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

Mr. Barton indicated that Mr. Cadwallader had asked him at a previous meeting to put together a topographical map of the Authority's property. Mr. Barton shared a copy of the map he has prepared for all of the properties; and then one individual map for each of the properties located in the watershed. He pointed out that this will assist the Board in understanding what tracts Mr. Cadwallader is referencing at a meeting. Mr. Cadwallader commented that the reason he requested the topographical map relates to the conversation in the past regarding fracking and a property that the Authority did not have the mineral rights for. Mr. Barton noted that the Authority's property is about 3,000 acres.

Mr. Barton informed the Board that about one year ago the Authority was looking at a piece of property that Amfire was going to sell, which was a large piece of ground near the watershed. Mr. Cadwallader noted that this is the only piece of land that the Authority does not own in one corner of the watershed. Mr. Barton stated that the piece of property is along the road leading to the Pistol Club; part of it has been mined and part has not been. The property is approximately 200 acres. Mr. Barton indicated that he was inquiring if anything went forward with this matter. Attorney Barbin commented that if the Authority wanted to do anything with this property, we would need to do something soon because of the current circumstances with Amfire. Attorney Barbin noted that this discussion took place approximately two years ago; and his recollection was that it was part of the Cooney deal with the bonding company wherein it had to be sold for a certain amount (approximately \$900 per acre) because it was pledged as security against some of the bonds. He noted that, if it was

150 acres, it would be approximately \$150,000. Mr. Barton stated that Cooney had sold land to AMS Land Company and it sold for \$763 per acre. He does not think the price was fixed on the acreage at the time. Attorney Barbin noted that the Authority's consideration of the property would be adding to its acreage in the watershed. Mr. Barton stated that this tract of land was a tract that Amfire was not interested in for the coal disposing unit and they were looking to liquidate it. Attorney Barbin questioned if the Board wanted him to look into this matter, to which Mr. Barton replied that he would look into it and respond back to the Board.

XII. UNFINISHED BUSINESS

- 2014 CDBG Grant

Discussed earlier in the meeting.

- Retaining of Positions

In follow-up of discussion at the last meeting, the Board took the following action (information requested by the Board at the last meeting has been received from all parties):

ON MOTION OF MR. KOVAL, SECONDED BY MR. STANCOVICH, THE BOARD UNANIMOUSLY APPROVED THE RETENTION OF THE EADS GROUP AS ENGINEER FOR 2015. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

ON MOTION OF MR. KOVAL, SECONDED BY MR. YETSKO, THE BOARD UNANIMOUSLY APPROVED THE RETENTION OF WILLIAM GLEASON BARBIN, ESQUIRE AS SOLICITOR FOR 2015. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

ON MOTION OF MR. KOVAL, SECONDED BY MR. STANCOVICH, THE BOARD UNANIMOUSLY APPROVED THE RETENTION OF MICHAEL BARTON FORESTRY CONSULTING AS FORESTER FOR 2015. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

- Rules, Rates and Regulations and Conditions of Service

Attorney Barbin noted that he reviewed the Rules, Rates and Regulations and Conditions of Service and everything is satisfactory. Mr. Bowman commented that this information had already been reviewed by the Board and was placed in digital format. Attorney Barbin commented that the Board should approve the policies in that the EDU information will be added and there were some word changes made throughout the document. Mr. Bowman noted that a copy would need to be submitted to USDA as requested by them (requirement of the bond issue).

ON MOTION OF MR. YETSKO, SECONDED BY MR. GARTLAND, THE BOARD UNANIMOUSLY APPROVED THE REVISED RULES, RATES AND REGULATIONS AND CONDITIONS OF SERVICE. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

- Tax Sale – Caldwell Avenue

Discussed earlier in the meeting.

- Crash Bars on Doors

Discussed earlier in the meeting.

- Employee Issues

Mr. Bowman noted that the Board members had received a list of the salary adjustments/make-ups being requested. Mr. Yetsko and Mr. Koval requested an Executive Session to discuss this matter.

THE BOARD AGREED TO GO INTO EXECUTIVE SESSION AT 7:55 P.M.

THE BOARD RECONVENED INTO REGULAR SESSION AT 8:15 P.M.

XIII. NEW BUSINESS

- Verizon Internet at Martindale Plant

Discussed earlier in the meeting.

- Policy on EDU Billing

Discussed earlier in the meeting.

- Fuel Tax Refund Claim

Mr. Bowman informed the Board of the fuel tax (gas) refund claim received in the amount of \$1,553.21 (3,816 gallons at 40.7¢ per gallon).

- Employee Issues

Mr. Yetsko noted that all of the Board members were provided a worksheet that was developed to attempt to rectify salary adjustments/make-ups being requested. Mr. Yetsko presented the various items with the following action being taken:

✓ Item #1:

ON MOTION OF MR. YETSKO, SECONDED BY MR. GARTLAND, THE BOARD AGREED TO GRANT THE NAMED EMPLOYEE A \$1.00 PER HOUR INCREASE, EFFECTIVE THE NEXT PAY PERIOD. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. STANCOVICH AND MR. YETSKO. MR. KOVAL CAST A DISSENTING VOTE.

✓ Item #2:

ON MOTION OF MR. YETSKO, SECONDED BY MR. STANCOVICH, THE BOARD UNANIMOUSLY AGREED TO GRANT THE NAMED EMPLOYEE \$1,000 FOR PASSING HIS CERTIFICATION TEST WHICH WAS NOT GIVEN AT THE TIME, EFFECTIVE NEXT PAY PERIOD. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

✓ Item #3:

ON MOTION OF MR. YETSKO, SECONDED BY MR. GARTLAND, THE BOARD AGREED TO GRANT THE NAMED EMPLOYEE THE SKIPPED RAISE OF \$.60 PER HOUR, EFFECTIVE NEXT PAY PERIOD.

Prior to the vote, Attorney Barbin noted that the motion made would need clarification as it did not include any mention of back pay as discussed in the Executive Session. Mr. Yetsko noted that the motion made should include the back pay as outlined in the information provided to the Board. Mr. Yetsko then reiterated his motion.

ON MOTION OF MR. YETSKO, SECONDED BY MR. GARTLAND, THE BOARD AGREED TO GRANT THE NAMED EMPLOYEE THE SKIPPED RAISE OF \$.60 PER HOUR, EFFECTIVE NEXT PAY PERIOD, TO INCLUDE THE BACK PAY AS OUTLINED IN THE INFORMATION REVIEWED BY THE BOARD. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. STANCOVICH AND MR. YETSKO. MR. KOVAL CAST A DISSENTING VOTE.

✓ Item #4:

ON MOTION OF MR. YETSKO, SECONDED BY MR. GARTLAND, THE BOARD AGREED TO GRANT THE NAMED EMPLOYEE THE \$8,828 AS OUTLINED. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. STANCOVICH AND MR. YETSKO. MR. KOVAL CAST A DISSENTING VOTE.

Mr. Yetsko commented that there was one other item that was not discussed in Executive Session that he would like to present. He noted he would like to recommend that one named employee have his sick time maxed out as well. Mr. Koval commented that the sick days are the same each year, to which Mr. Bowman indicated that the named employee wants to increase his sick time to 480 and he is currently at approximately 270. This is in exchange for the other \$8,000 that the Board is not granting. Attorney Barbin noted that the Board would be deciding whether, in lieu of the additional back pay, the named employee should be granted additional sick days to equal 480 hours.

ON MOTION OF MR. YETSKO, SECONDED BY MR. STANCOVICH, THE BOARD AGREED TO GRANT THE NAMED EMPLOYEE, IN LIEU OF ADDITIONAL BACK PAY, ADDITIONAL SICK DAYS TO EQUAL 480 HOURS. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. STANCOVICH AND MR. YETSKO. MR. KOVAL CAST A DISSENTING VOTE.

XIV. GOOD OF THE ORDER

- Susquehanna Safety Solutions – Flagger Class

Discussed earlier in meeting.

XV. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, ON MOTION OF MR. KOVAL, SECONDED BY MR. GARTLAND, THE BOARD ADJOURNED THE MEETING AT 8:25 P.M. BOARD MEMBERS VOTING AFFIRMATIVELY INCLUDED MR. BOWMAN, MR. GARTLAND, MR. KOVAL, MR. STANCOVICH AND MR. YETSKO.

XVI. NEXT MEETING

The next meeting will be held on Thursday, March 5, 2015 at 7:00 p.m.

Respectfully submitted,

Sharon Squillario
Sharon Squillario
Recording Secretary