

MUNICIPAL AUTHORITY OF THE BOROUGH OF PORTAGE
WATER DEPARTMENT
AGENDA FOR JANUARY 20, 2022
ANNUAL MEETING

CALL MEETING TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL OF MEMBERS - SUPERINTENDENT, ENGINEER, SOLICITOR, FORESTER

RECOGNITION OF VISITORS: 5 minutes per visitor

CORRESPONDENCE:

MINUTES: A motion to accept the minutes & also dispense with the reading of December, 2021 Minutes being that they are in printed form.

MOTION:

SECOND:

VOTE:

AGENT'S EXPENDITURES: March 2021 – December 31, 2020 –Total: \$81.98

MOTION:

SECOND:

VOTE:

INVOICES: A motion to accept and pay invoices for Board Approval in the amount of \$64,336.82: Regular bills - \$37,772.91, Paid Bills -0.00, PennVEST \$3,896.36 & \$5,508.55, USDA \$16,051.00, 1st Summit \$1,108.00.

MOTION:

SECOND:

VOTE:

TREASURER'S REPORT: At Meeting

A motion to dispense with the reading of the December, 2021 Treasurer's Report as it was distributed in written form to the Board prior to the meeting and accept the Report with a balance of: Beginning Cash - \$1,585,330.21, Cash In – \$220,499.87, Cash Out - \$209,066.65, Checking Acct Interest Earned - \$24.91, Money Market Acct Interest Earned - \$150.28, Adjustment to Actual - \$455.50, Ending Cash - \$1,981,297.35.

MOTION:

SECOND:

VOTE:

SUPERINTENDENT'S REPORT: Ron Cadwallader

PLANT MANAGER'S REPORT: John Bilchak

ENGINEER'S REPORT: Joe Beyer

1. Emergency Action Plan (EAP)
2. Bens Creek Impoundment Project
3. GIS
4. Water Treatment Plant feasibility study
5. U.S. Army Corps – Section 313
6. Solar panels
7. Engineering Retainer Agreement for 2022
8. BAMR-AMD Treatment Plant Project
9. Easement on CPV Maple Hill Solar LLC Property

SOLICITOR'S REPORT: Attorney Michael Emerick

FORESTER'S REPORT: Mike Barton

UNFINISHED BUSINESS:

1. Contract for Garbage with Portage Borough
2. Security System

MOTION:

SECOND:

VOTE:

NEW BUSINESS:

GOOD OF THE ORDER:

PROFIT & LOSS BUDGET vs ACTUAL:

SHUT OFF LIST FOR DECEMBER-DELIQUENT REGISTER:

CAPITAL IMPROVEMENTS ACCOUNT REPORT:

VA-CA/SICK/COMP REPORT: Not Available

ADJUSTMENTS FOR THE MONTH:

1. Patricia Roberts-Toilet Leak – Fixed
2. Cheryl Sherbine – Toilet Leak – Fixed
3. Lacey Benton – Toilet Leak - Fixed

ADJOURN:

Next Meeting Will Be Held February 17th, 2022 – 6:00 P.M.

ANNUAL MEETING

ELECTION OF OFFICERS:

APPOINTMENT OF CHAIRMAN FOR 2022:

MOTION:

SECOND:

VOTE:

APPOINTMENT OF VICE-CHAIRMAN FOR 2022:

MOTION:

SECOND:

VOTE:

APPOINTMENT OF SECRETARY FOR 2022:

MOTION:

SECOND:

VOTE:

APPOINTMENT OF ASSISTANT SECRETARY FOR 2022:

MOTION:

SECOND:

VOTE:

APPOINTMENT OF TREASURER FOR 2022:

MOTION:

SECOND:

VOTE:

RETAIN:

APPOINTMENT OF DEPOSITOR FOR 2022: (1ST Summit Bank)

MOTION:

SECOND:

VOTE:

APPOINTMENT OF AUDITOR FOR 2022: (Stephanie Stohan – Wessel & Company)

MOTION:

SECOND:

VOTE:

APPOINTMENT OF ENGINEER FOR 2022: (The EADS GROUP)

MOTION:

SECOND:

VOTE:

APPOINTMENT OF SOLICITOR FOR 2022: (ATTORNEY MICHAEL EMERICK)

MOTION:

SECOND:

VOTE:

APPOINTMENT OF FORESTER FOR 2022: (MICHAEL BARTON FORESTRY CONSULTING)

MOTION:

SECOND:

VOTE:

APPOINTMENT OF RECORDING SECRETARY FOR 2022: (SHARON SQUILLARIO)

MOTION:

SECOND:

VOTE:

ADJOURNMENT OF ANNUAL MEETING

RECONVENE REGULAR MEETING