

MUNICIPAL AUTHORITY OF THE BOROUGH OF PORTAGE
WATER DEPARTMENT
AGENDA FOR August 17, 2023

CALL MEETING TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL OF MEMBERS – Mr. Scarton, Mr. Yetsko, Mr. McCall, Mr. McCoy, Mr. Riskus, & Mr. Gouse.

RECOGNITION OF VISITORS: 5 minutes per visitor

CORRESPONDENCE – None

MINUTES – A motion to accept the minutes & dispense with the reading of July 2023
Minutes being they are in printed form.

MOTION:

SECOND:

VOTE:

AGENT’S EXPENDITURES: None

MOTION:

SECOND:

VOTE:

INVOICES – A motion to accept and pay invoices for July 2023. Board Approval of \$93,706.69- Paid Bills 07/07/23 - \$24,881.94, - Paid Bills 7/21/23 - \$48,877.39, Penn Vest \$3,896.36 & USDA \$16,051.00.

MOTION:

SECOND:

VOTE:

TREASURERS REPORT – A motion to dispense with the reading of the July 2023 Treasurers 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 \$2,220,375.52- Cash In - \$253,492.83, Cash Out – \$260,913.84, Ending Cash \$2,212,954.51.

MOTION:

SECOND:

VOTE:

SUPERINTENDENT'S REPORT – Chuck Gouse

Distribution:

Leaks:

1. 152 Woodland Blvd- 33,377 gallons, (Sewer Contractor)
2. 109 Blair Street – 237,339 gallons, (Sewer Contractor)
3. 203 Woodland Blvd -56,335 gallons (Sewer Contractor)
4. 117 Blair Street – 7/24/23 – 30,379 gallons (Sewer Contractor)
5. 117 Blair Street – 7/26/23 – 118,669 gallons (Sewer Contractor)
6. 816 W. Albright Avenue – 73,728 gallons

New Taps:

1. 162 Sandy Lane

Vehicles:

1. 2023 Ford Rangers Ordered 9/16/2022 – Laurel Auto Group
2. Unit # 1 -2008 Chevy Trailblazer-parked in pipe yard-\$1,500-\$2,000 for repairs.
3. Unit #6 – 2013 Ram 3500 Utility Truck – if Units #1,2,& 4 gets replaced this year we need to look at budgeting to replace this.

Administrative:

1. Leak & Copper Service Line Inventory
2. Feasibility Study
3. Meter Policy – Needs accepted
4. Vehicle Purchase Decision
5. Employment Applications for Skilled Laborer/Equipment Operator Position – 2 interviews on 8/11/23.

PLANT MANAGER'S REPORT – Tony Thompson-DJ Moore

ENGINEER'S REPORT- Joe Beyer-The Eads Group

1. Emergency Action Plan (EAP)
2. Notice of Violations
3. BAMR Waterline Project
4. Groundwater Feasibility Study
5. Letter to HSWA
6. Koban's Request
7. Upcoming Project – Portage Township/Borough

SOLICITOR'S REPORT- Attorney Carbonara – Raptosh Lehmier & Carbonara

FORESTER'S REPORT- Mike Barton

UNFINISHED BUSINESS –

1. Portage Borough Garbage Agreement
2. PWA Roof Update with Strongland Roofing Systems
3. Updated/Revised Rules & Regulations Policy

NEW BUSINESS –

Summer Employees – Skylar Scarton’s final day of work was July 26 and Keaton Troxell’s final day to work will be August 17.

GOOD OF THE ORDER – None

PROFIT & LOSS BUDGET & ACTUAL -

CAPITAL IMPROVEMENTS ACCOUNT REPORT -

VACATION/SICK/COMPTIME REPORT –

ADJUSTMENTS FOR THE MONTH-

1. Paula Smith – Toilet running, shut off & fixed - \$48.41.
2. Tim Hazlett – Sewer line broke, toilet leak, fixed \$79.21.
3. Veronica Fodor – Had leak, fixed - \$16.13. (it was explained to her that she does not qualify per PWA policy, she asked to put it through the meeting for consideration knowing that she will not be eligible for 3 years if another incident occurs.)
4. John Skibo – Bad flapper on toilet – fixed - \$13.67.(it was explained to him that he does not qualify per PWA policy, he asked to put it through the meeting for consideration knowing that se will not be eligible for 3 years if another incident occurs.)
5. Kenneth Lysinger – customer does not have any reasoning for high consumption for July’s bill, the consumption came back down for next billing cycle. His meter was checked and working properly. He would still like consideration for an adjustment from PWA.

ADJOURN:

Next Meeting will be September 14, 2023 at 6:00 P.M