

MUNICIPAL AUTHORITY OF THE BOROUGH OF PORTAGE  
WATER DEPARTMENT  
AGENDA FOR JUNE 6th, 2022

CALL MEETING TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL OF MEMBERS -

RECOGNITION OF VISITORS: 5 minutes per visitor

CORRESPONDENCE – Letter from Portage Area Junior-Senior High School – Addison Holyfield

MINUTES – A motion to accept the minutes & also dispense with the reading of April, 2022  
Minutes being that they are in printed form.

MOTION:  
SECOND:  
VOTE:

AGENT’S EXPENDITURES: None

MOTION:  
SECOND:  
VOTE:

INVOICES – A motion to accept and pay invoices for Board Approval in the amount of \$74,487.40 - Paid Bills - \$23,677.57, Paid Bills - \$2,580.17, Paid Bills - \$22,773.75, PennVEST \$3,896.36 & \$5,508.55, USDA \$16,051.00.

MOTION:  
SECOND:  
VOTE:

TREASURER’S REPORT – A motion to dispense with the reading of the February, 2022 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 - \$1,979,734.35 - Cash In - \$225,768.36, Cash Out – \$-93,422.28, NSF Return -\$27.94. QuickBooks Payroll that didn’t post to checking account \$- 6,185.35, Ending Cash -\$2,105,867.14.

MOTION:  
SECOND:  
VOTE:

TREASURER’S REPORT – A motion to dispense with the reading of the March, 2022 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 - \$2,105,867.14 - Cash In - \$246,930.77, Cash Out – \$-373,474.41, Ending Cash -\$1,979,323.50.

MOTION:  
SECOND:  
VOTE:

TREASURER'S REPORT – A motion to dispense with the reading of the April, 2022 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 - \$1,979,375.04 - Cash In - \$222,064.40, Cash Out – \$220,517.86, NSF Return -\$51.54, Ending Cash -\$1,980,870.04.

MOTION:  
SECOND:  
VOTE:

INTERIM SUPERINTENDENT'S REPORT - John Bilchak

PLANT MANAGER'S REPORT – Tony Thompson

ENGINEER'S REPORT-

1. Emergency Action Plan (EAP)
2. Bens Creek Impoundment Improvement Project
3. GIS (no change)
4. Notice of Violations
5. Filter Plant Evaluation
6. Grant
7. "Water Audit"

SOLICITOR'S REPORT-

FORESTER'S REPORT-

UNFINISHED BUSINESS –

1. Update on Benscreek Well progress
2. Borough Hydrants
3. Update on 5/8 meter in inventory
4. Tally meters on Johnson Avenue
5. McCall Motors, Inc. – New Truck

NEW BUSINESS –

1. Quote from Shaffer Tree Service, LLC., to cut tree down
2. Quote from TNT Lawn Care –Tom McCabe to cut 9.5 Acres
3. Tank Reports
4. Mid Atlantic Storage Systems, Inc. Quote for Spring Hill Tank
5. Review Applicants for Supervisor Position

GOOD OF THE ORDER – NONE

PROFIT & LOSS BUDGET & ACTUAL:

CAPITAL IMPROVEMENTS ACCOUNT REPORT:

VACATION/SICK/COMPTIME REPORT: NONE

ADJUSTMENTS FOR THE MONTH:

1. Jason Ritchey – \$ 88.73 -Line break due to cold weather – fixed issue
2. Darlene Ross - \$37.20 – Leak outside faucet – fixed issue
3. Mary Borek - \$625.22 – Broken/frozen pipe in Feb. Mrs. Borek is deceased and her son lives out of town.

ADJOURN:

Next Meeting will be held June 16th, 2022 at 6:00 P.M