

MUNICIPAL AUTHORITY OF THE BOROUGH OF PORTAGE
WATER DEPARTMENT
AGENDA FOR JANUARY 18, 2024
ANNUAL MEETING

CALL MEETING TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL OF MEMBERS -

RECOGNITION OF VISITORS: 5 minutes per visitor

CORRESPONDENCE:

MINUTES: November 2023 Minutes are not available at this time.

MOTION:

SECOND:

VOTE:

December 2023 Minutes are not available at this time

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;
\$67,304.53: Paid Bills 12/8/23-\$23,856.48, Paid Bills 12/22/23- \$23,500.69, PennVest \$3,896.36,
USDA \$16,051.00.

MOTION:

SECOND:

VOTE:

TREASURER'S REPORT:

A motion to dispense with the reading of the December 2023 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 \$2,260,003.58, Cash In – \$255,249.61, Adjust to actual \$313.30. Cash Out - \$209,787.51, Ending Cash -\$2,305,778.98.

MOTION:

SECOND:

VOTE:

SUPERINTENDENT'S REPORT:

LEAKS

NEW TAPS

VEHICLES:

1. UNIT #1 – 2023 Chevrolet Colorado
2. UNIT #2 – 2023 Chevrolet Colorado
3. UNIT #3 - 2008 Ford F350 Dump Truck
4. UNIT #6 – 2013 Ram 3500 Utility Truck (Budget to replace for 2024)
5. UNIT #5 – 2018 John Deere 310SL Backhoe

ADMINISTRATIVE:

1. Lead/Copper Inventory
2. Lamar Advertising
3. Quote on Excavator
4. 2024 Budget Approval
5. Appointment of Solicitor
6. DEP Plant Inspection
7. SCADA Upgrades

PLANT REPORT:

ENGINEER'S REPORT: Joe Beyer, The EAD'S Group

1. Emergency Action Plan (EAP)
2. Notice of Violations
3. Waterline & Water Meter Replacement Project
4. BAMR Waterline Project
5. Well Drilling - Martindale
6. Engineering Retainer Agreement

SOLICITOR'S REPORT:

FORESTER'S REPORT: Mike Barton, Forestry Consulting

UNFINISHED BUSINESS:

1. 2024 Budget for Approval

NEW BUSINESS:

GOOD OF THE ORDER:

PROFIT & LOSS BUDGET vs ACTUAL:

CAPITAL IMPROVEMENTS ACCOUNT REPORT:

ADJUSTMENTS FOR THE MONTH: None

ADJOURN:

Next Meeting Will Be Held February 15th, 2024 – 6:00 P.M.

ANNUAL REORGANIZATION MEETING

ELECTION OF OFFICERS:

January 18th, 2024

APPOINTMENT OF CHAIRMAN FOR 2024:

MOTION:

SECOND:

VOTE:

APPOINTMENT OF VICE-CHAIRMAN FOR 2024:

MOTION:

SECOND:

VOTE:

APPOINTMENT OF SECRETARY FOR 2024:

MOTION:

SECOND:

VOTE:

APPOINTMENT OF ASSISTANT SECRETARY FOR 2024:

MOTION:

SECOND:

VOTE:

APPOINTMENT OF TREASURER FOR 2024:

MOTION:

SECOND:

VOTE:

RETAIN:

APPOINTMENT OF DEPOSITOR FOR 2024: 1ST Summit Bank

MOTION:

SECOND:

VOTE:

APPOINTMENT OF AUDITOR FOR 2024: Wessel & Company

MOTION:

SECOND:

VOTE:

APPOINTMENT OF ENGINEER FOR 2024: The EADS Group

MOTION:

SECOND:

VOTE:

APPOINTMENT OF SOLICITOR FOR 2024:

MOTION:

SECOND:

VOTE:

APPOINTMENT OF FORESTER FOR 2024: Michael Barton - Forestry Consulting

MOTION:

SECOND:

VOTE:

APPOINTMENT OF RECORDING SECRETARY FOR 2024:

MOTION:

SECOND:

VOTE:

ADJOURNMENT OF ANNUAL MEETING

RECONVENE REGULAR MEETING