

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF JUNE 25, 2020**

The June meeting of the Antietam Valley Municipal Authority was held on the above captioned date, via ZOOM with the following Board Members answering roll call:

Mr. Curtis Hill, Chairman
Mr. Quinn Haller, Vice-Chairman
Ms. Claudia Hurwitz, Treasurer
Mr. Francis Kelly, Assistant Treasurer
Mr. Troy Goodman, Secretary

Also Present:

Mr. Brian Boland, Esq, Solicitor, Kozloff Stoudt
Mr. Michael Sassaman, Entech Engineering
Mr. Kerry Ustaszewski, Superintendent
Ms. Loretta Kennedy, Assistant Secretary

The Chairman, Mr. Hill called the meeting to order at 6:00 pm with the Pledge of Allegiance to the flag.

Motion was made by Ms. Hurwitz, seconded by Mr. Kelly to approve the May 28, 2020 minutes. **Motion passed unanimously.**

FINANCE:

Checks for Ratification – June 25, 2020:

General Account: Check Nos. 6606 through 6631, dated 06/06/20 through 06/24/20 in the amount of \$37,302.84 and 14 EFT's, dated 05/19/20 through 06/24/20 in the amount of \$9,461.02 for a combined total of \$46,763.86 from the General Account.

Payroll Account: Check Nos. 325 through 339 and 50060, dated 6/3/20 through 6/16/20 in the amount of \$20,898.19 as well as 4 ACH's and two transfers in the amount of \$9,797.01 for a combined total of \$30,695.20 from the Payroll Account.

The combined total of payments from the General and Payroll accounts in the amount of \$77,459.06 were approved on a motion by Ms. Hurwitz and seconded by Mr. Goodman. **Motion passed unanimously.**

Treasurer's Report – For the month of May 2020:

ACTIVITY

<u>BALANCE</u>	4/30/20	\$1,703,318.88
RECEIPTS		\$848,681.39
INTEREST		171.18
EXPENDITURES		(\$1,135,298.22)

BALANCE **5/31/20** **\$1,416,873.23**

ACCOUNT BALANCES
05/31/20

General	\$ 23,469.41
Payroll	26,084.47
Sewer	387,299.23
Capital Improvements	320,373.10
Savings	208,674.57
Petty Cash	67.74
Morgan Stanley	0.00
Riverfront	200,000.00
Utilities Employees Credit Union	100,073.95
Utilities Employees Credit Union	<u>150,830.76</u>
TOTAL	\$1,416,873.23

The Treasurer's Report for May of 2020 was approved on a motion by Ms. Hurwitz and seconded by Mr. Kelly. **Motion passed unanimously.**

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL:

1. The office building will re-open on July 6, 2020 and Ms. Kennedy will return to the office.

FINANCE:

1. Ms. Hurwitz reported that the \$125,000.00 grant money received was transferred to the Capital Account. Ms. Hurwitz questioned Mr. Sassaman about the billing from Wexcon. He responded that the paving was just completed and we should receive an additional payment application.
2. Ms. Hurwitz stated that our interest rate at VIST Bank dropped significantly. Ms. Hurwitz was asked to supply a comparison of banking interest available for the next meeting for review.
3. Ms. Hurwitz noted that everything looks to be in order on the Budget Comparison except the Interest Income is low and the Sludge Hauling was high.

INSURANCE/PENSION:

No Report

BUILDINGS/GROUNDS/EQUIPMENT:

1. Mr. Haller reported that he met with Mr. Goodman, Mr. Sassaman and Mr. Ustaszewski to look at the screw in the grit chamber and another one in the belt filter press room. Both are thirty plus years old and very rusted. Replacing them would make things more efficient. Mr. Ustaszewski added that he got a quotation from one vendor in the amount of \$18,513.00. Motion was made by Mr. Kelly and was seconded by Mr. Haller to have Mr. Sassaman, of

Entech Engineering, develop an RFP and advertise for bids to have this work completed.

Motion passed unanimously.

2. Quotations were received from two companies for a new roof on the grit building and operations building. The Buildings/Grounds/Equipment Committee will discuss this further and get some more bids and provide a recommendation at the July Board Meeting.

SAFETY:

No Report

MPBMA LIAISON:

No Report

SOLICITOR:

1. Mr. Boland, Esq. drafted a letter for the residents on Laurel Street and will follow up with Mr. Ustaszewski next week to make sure he has the details correct.

2. Mr. Boland, Esq. mentioned that they set up collection and intent-to-lien letters for Mr. & Mrs. Edward Gensemer, of 1722 Friedensburg Road and Mr. & Mrs. Mark Magruder, of 1712 Friedensburg Road. They both owe \$5,000.00.

3. Liens were filed for Mr. Fegely, of 1720 Friedensburg Road and Mr. Hill, of 1706 Friedensburg Road. The lien amount was \$5,000.00 for the connection to the Friedensburg Road Sanitary Sewer Extension.

4. Mr. Boland, Esq. stated that they completed the Groebel Agreement. Ms. Kennedy mentioned that Agreement was signed and returned with payment in full.

SUPERINTENDENT:

1. DMR's for May were submitted to the DEP. Everything was within necessary parameters.

2. The letter regarding the electric outage from 6/3 & 6/4/2020 and test results were emailed to Mr. Ammon, of the DEP. All test results showed no violations. Mr. Ammon responded that we should keep moving towards getting a generator.

3. Mr. Ustaszewski heard from Mr. Guinta, of PA Rural Water Association. He stated that we are scheduled for July 13, 2020 to start the smoke testing. We must purchase the liquid smoke. Ms. Kennedy stated that she contacted the MPBMA to get a newsletter out with the invoices. Mr. Ustaszewski stated that he wanted Ms. Kennedy to contact The Borough of Mt. Penn and Lower Alsace Township to have them post information on the smoke testing on their websites. Mr. Ustaszewski suggested having lunch daily for everyone helping with the smoke testing.

ENGINEERING:

1. The Friedensburg Road Sewer Extension Project has been completed including the final paving. Entech inspection reports and photos were sent to PennDOT as required. The CFA Grant proceeds of \$125,000.00 were received by AVMA. Some final documentation of the final payments to Wexcon need to be submitted to CFA when available.

2. The property owner at 1052 Friedensburg Road agreed to connect to the existing sewer system if the sewer manhole at N. Melrose Avenue is extended to the opposite side of Friedensburg Road. Entech has proposed an Engineering cost of \$9,100.00 which includes \$4,200.00 for design, \$1,400 for permitting and \$3,500.00 for Construction Management and Inspection Services. The Construction cost was quoted as \$24,239.00 plus an additional \$15.00 for a Wye Fitting which was requested by the property owner. We have a Change Order to the existing Friedensburg Road Project ready for AVMA approval. Mr. Hill will sign it and scan it back to Mr. Sassaman.

3. Entech has started the preliminary work for the design of the Emergency Generator Project. A site visit was conducted and the electrical loads were verified. Mr. Hill and Mr. Kelly went to the Spring Township Sewer Plant to look at their emergency generator.

4. AVMA and Entech were contacted by representatives of Coogles Recycling who is interested in opening a facility at 1200 Roosevelt Avenue. They would crush full plastic bottles and recycle them. They are asking if the wastewater could flow to the AVMA sewer system. Since the last two Annual Chapter 94 Reports indicated an Organic Overload condition it would not be advisable to accept any additional organic loading at this time. DEP would not approve of this.

OFFICE MANAGER:

1. We need a new timeclock. A short discussion followed.

UNFINISHED BUSINESS:

1. Mr. Hill questioned Mr. Boland, Esq. if any progress was made regarding last month's discussion of customers that had multiple sewer jobs. Mr. Boland, Esq. stated that he prepared a Resolution for review. Mr. Boland, Esq. will forward this to Mr. Ustaszewski.

NEW BUSINESS:

1. Mr. Hill asked Mr. Sassaman to research what would be necessary to be able to accept effluent, via an agreed upon hauler. What would this cost AVMA. Mr. Sassaman will put something together regarding the pros and cons.

ADJOURNMENT:

The next meeting will be held on Thursday, July 23, 2020 at 6:00 PM via ZOOM. A motion was made by Mr. Goodman and was seconded by Mr. Kelly to adjourn the meeting at 7:26 PM.

Motion passed unanimously.

Respectfully Submitted,

Loretta Kennedy,
Assistant Secretary