

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF OCTOBER 22, 2020**

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

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

Also Present:

Ms. Kourtney Bernecker, Esq., Solicitor, Kozloff Stoudt via ZOOM
Mr. Michael Sassaman, Entech Engineering
Mr. Kerry Ustaszewski, Superintendent
Mr. David Herb, Assistant 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 Mr. Haller, seconded by Ms. Hurwitz to approve the September 24, 2020 minutes. **Motion passed unanimously.**

FINANCE:

Checks for Ratification – October 22, 2020:

General Account: Check Nos. 6727 through 6757, dated 09/25/20 through 10/22/20 in the amount of \$63,032.26 and 21 EFT's, dated 09/23/20 through 10/21/20 in the amount of \$11,679.61 for a combined total of \$74,711.87 from the General Account.

Payroll Account: Check Nos. 385 through 396, dated 10/07/20 through 10/21/20 in the amount of \$20,039.08 as well as 5 ACH's and 4 transfers in the amount of \$10,540.69 for a combined total of \$30,579.77 from the Payroll Account.

The combined total of payments from the General and Payroll accounts in the amount of \$105,291.64 were approved on a motion by Ms. Hurwitz and seconded by Mr. Goodman. **Motion passed unanimously.**

1. Mr. Hill questioned Check No. 6727, in the amount of \$860.00, payable to Elk Environmental. Mr. Ustaszewski explained that this was for removal of two drums of oil and sludge and involved two trips by Elk Environmental.
2. Mr. Ustaszewski explained that Check No. 6739, in the amount of \$886.88, payable to Cues, was for parts to repair the sewer camera. It is not fixed and it's time to call the traveling representative to come in and look at the camera.

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

ACTIVITY

<u>BALANCE</u>	8/31/20	\$1,514,889.44
RECEIPTS	\$169,434.14	
INTEREST	190.14	
EXPENDITURES	(\$250,275.17)	
BALANCE	9/30/20	\$1,434,238.55

**ACCOUNT BALANCES
9/30/210**

General	\$ 9,548.04
Payroll	13,338.23
Sewer	106,136.10
Capital Improvements	274,359.55
Savings	578,697.56
Petty Cash	49.34
Morgan Stanley	0.00
Riverfront	200,000.00
Utilities Employees Credit Union	100,495.44
Utilities Employees Credit Union	<u>151,614.29</u>
TOTAL	\$1,434,238.55

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

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL:

No Report

FINANCE:

At 6:06 PM, Mr. Hill called for an Executive Session to discuss matters of Finance.

At 6:31 PM, Mr. Hill brought the meeting back in session with no action being taken.

1. Mr. Hill reported that our 9 month CD with Utilities Employees Credit Union is now in shares and is earning approximately .03 percent interest. Mr. Hill stated that he and Mr. Goodman will schedule a time to go into their office to complete the necessary paperwork to have the money transferred to VIST Bank.

2. The September 30, 2020 Budget Comparison was briefly discussed. Everything looks good with the exception of the engineering fees. Ms. Hurwitz explained that there were engineering

items completed that were not budgeted. Mr. Ustaszewski commented that the sludge hauling costs were over budget.

3. Mr. Ustaszewski mentioned that Mr. George Young completed a dig on Hill Avenue this week. Mr. Young replaced some broken and sagging pipe and uncovered a lid that was buried five inches.

4. After a brief discussion regarding aspirator pumps, motion was made by Ms. Hurwitz, seconded by Mr. Goodman to purchase a new Sulzer-ABS Wastewater Pump with a not to exceed price of \$18,000.00. **Motion passed unanimously.**

5. Motion was made by Ms. Hurwitz, seconded by Mr. Goodman to approve the proposal by S.D. Fisher Exteriors, LLC for roofing for the Office and Grit Building in the amount of \$6,700.00. **Motion passed unanimously.**

6. Motion was made by Mr. Hill, seconded by Mr. Haller to approve the Scheduled Maintenance Agreement with Bonfitto, Inc. in the amount of \$1,250.00, with an effective date of 10/7/20. **Motion passed unanimously.**

INSURANCE/PENSION:

1. Mr. Hill reported that we received a notification from the Commonwealth of PA, Department of the Auditor General regarding the Municipal Pension Reporting Program. Act 205 requires the Municipal Pension Reporting Program to make biennial distress determinations for all municipalities. AVMA's Total Distress Score is a 1.

BUILDINGS/GROUNDS/EQUIPMENT:

1. A majority of the scrap metal behind Plant 2 has been hauled away. A brief discussion was held regarding two Lakeside Rotor Blades and a broken aspirator pump. Mr. Ustaszewski reported that nobody wants this equipment. Mr. Hill suggested researching scrap value for this equipment. This was tabled until next month.

SAFETY:

1. Mr. Ustaszewski reported that the Plant employees watched a Safety Video regarding Winter Safety.

2. Motion was made by Ms. Hurwitz, seconded by Mr. Goodman to authorize Ms. Kennedy to purchase turkeys for employees and distribute a week before Thanksgiving. **Motion passed unanimously.**

MPBMA LIAISON:

No Report

SOLICITOR:

No report

SUPERINTENDENT:

1. DMR's for September were submitted to the DEP.

2. The fourth round of WETT Testing must be completed for our Permit.
3. 1350 Friedensburg Road was briefly discussed. Mr. Haller explained that the sale of the building fell through.
4. Mr. Fisher, of S.D. Fisher Exteriors, LLC, looked at two pump house roofs and saw no issues.
5. Mr. Mueller, of Eastern Environmental met with Mr. Herb and looked at the Flygt boards in the Plant One final clarifier. Mr. Mueller stated that the boards and chains aren't in bad shape. He will contact Iron Horse for pricing. Mr. Ustaszewski explained that it would be a good idea to get replacement equipment in house.

ENGINEERING:

1. PennDOT has issued the Highway Occupancy permit for the Groebel Sewer Extension, across Friedensburg Road at Melrose Avenue. Wexcon said they can probably start the work around November 16, 2020.
2. Entech has completed the design drawings and the specifications for bidding of the Emergency Generator Project. Entech has continued to look into Grant options and we suspect there may be another round of Grant offerings, possibly after the election. The only available options at this time seems to be Penn Vest Low Interest Loans, Bond issue or Bank Financing. We will keep AVMA aware of any grant opportunities.
3. The Grit Classifier replacement including the BFP Screw Conveyor Project is proceeding. Eastern Environmental Contractors has requested a 28 day, no cost time extension due to equipment delivery times. Entech has prepared a Change Order for the Authority to consider. Motion was made by Ms. Hurwitz, seconded by Mr. Kelly to approve this Change Order with Eastern Environmental Contractors for a 28 day extension with no additional cost. **Motion passed unanimously.** Mr. Ustaszewski mentioned that Mr. Mueller, of Eastern Environmental, will be looking for approximately \$2,500.00 the middle of next month for insurance and bond money.
4. Entech has requested a COSTARS Proposal from Mr. Rehab for the lining work on Exeter Road and the backyards in the area of Novella and 26th Streets. The work consists of five manhole to manhole linings totaling 1,936 feet of 8" sewers. The Proposal is in the amount of \$84,829.00 (\$43.81/Ft.). If the Authority approves the proposal, it could be signed and the work would be scheduled within 65 days. Mr. Ustaszewski, Mr. Herb and Mr. Hill will visit the area tomorrow morning and check out the fences referenced on the Proposal. A telephone call will be made to Mr. Rehab to discuss. Mr. Sassaman mentioned that this lining is considered routine maintenance and doesn't fall under prevailing wages. Motion was made by Mr. Hill, seconded by Ms. Hurwitz to accept the Mr. Rehab Proposal in the amount of \$84,829.00 for sewer lining. **Motion passed unanimously.**
5. A meeting is scheduled with PennDot regarding the Carsonia Bridge Replacement. Mr. Sassaman and Mr. Ustaszewski will attend this meeting.

OFFICE MANAGER:

1. Ms. Kennedy stated that the overall increase with PMHIC was 4.9%. AVMA's increase was 2.8%. As of August 31, 2020 our estimated surplus is \$51,710.00.
2. Ms. Kennedy is taking the Notary Course online.
3. Ms. Kennedy reported that when MPBMA's water meters fail, the customer is given an estimated bill using the average of four quarters usage.

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Ms. Hurwitz mentioned that she received an email from Mr. Luke Miller regarding owl boxes. Mr. Miller heard some screech owls in our area and is interested in installing some owl boxes on Authority property. The boxes would be installed on trees outside the fence and would provide shelter for the owls as well as keeping them safe. It was noted that owls provide rodent control. Mr. Miller should let us know when he is on Authority property.

The November 19, 2020 meeting will be held at the Authority and via ZOOM.

ADJOURNMENT:

The next meeting will be held on Thursday, November 19, 2020 at 6:00 PM. Motion was made by Ms. Hurwitz and seconded by Mr. Haller to adjourn the meeting at 7:25 PM. **Motion passed unanimously.**

Respectfully Submitted,

Loretta Kennedy,
Assistant Secretary