

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF OCTOBER 28, 2021**

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
Mr. Troy Goodman, Secretary via ZOOM

Also Present:

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

Absent:

Mr. James Cocuzza, Treasurer

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. Goodman, seconded by Mr. Hill to approve the September 23, 2021 minutes. **Motion passed unanimously.**

FINANCE:

Checks for Ratification – October 28, 2021:

General Account: Check Nos. 7072 through 7107, dated 09/24/21 through 10/27/21 in the amount of \$53,028.27 and 18 EFT's, dated 09/23/21 through 10/25/2021 in the amount of \$12,166.67 for a combined total of \$65,194.94 from the General Account.

Payroll Account: Check Nos. 542 through 552 and Check No. 50067, dated 10/06/21 through 10/20/21 in the amount of \$19,423.10 as well as 4 ACH's and 4 transfers in the amount of \$9,714.51 for a combined total of \$29,137.61 from the Payroll Account.

The combined total of payments from the General and Payroll accounts in the amount of \$94,332.55 were approved on a motion by Mr. Goodman and seconded by Mr. Hill. **Motion passed unanimously.**

Treasurer's Report – For the month of September 2021:

ACTIVITY

<u>BALANCE</u>	8/31/21	\$1,417,549.82
RECEIPTS		\$159,790.03
INTEREST		78.92

EXPENDITURES (\$209,925.68)

BALANCE 9/30/21 \$1,367,493.09

**ACCOUNT BALANCES
9/30/21**

General	\$ 14,887.21
Payroll	19,087.40
Sewer	111,073.62
Capital Improvements	598,101.84
Savings	312,799.13
Petty Cash	49.34
AVAILABLE CASH	1,055,998.54
Morgan Stanley	0.00
Riverfront	209,290.58
Utilities Employees Credit Union	102,203.97
TOTAL	\$1,367,493.09

The Treasurer's Report for September of 2021 was approved on a motion by Mr. Goodman and seconded by Mr. Hill. **Motion passed unanimously.**

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL:

1. Joseph Dalton's 90 Day Probation Period ended 10/23/21. Motion was made by Mr. Hill and was seconded by Mr. Haller to offer Mr. Dalton the position of Wastewater Treatment Plant Operator with an hourly wage of \$27.00 hour, retroactive to 10/24/2021. **Motion passed unanimously.**
2. Motion was made by Mr. Hill and was seconded by Mr. Goodman to raise Michael Scheuing's hourly wage from \$22.09 to \$25.00 per hour, effective 11/1/2021. **Motion passed unanimously.**

FINANCE:

1. Mr. Haller stated that he reviewed the Budget Comparison dated 9/30/21 and didn't see anything out of line. Mr. Hill stated that Entech Engineering used their budgeted amount for Capital Engineering.

INSURANCE/PENSION:

No Report

BUILDINGS/GROUNDS/EQUIPMENT:

1. Mr. Herb reported that the Anaerobic Digester Building Shed has been completed. Mr. Scheuing did a nice job. Mr. Hill suggested using cement board, so that will be changed.
2. Mr. Herb stated that the anchors have been installed for the Plant No. 2 Hose Enclosure. Mr. Robert Gehringer has the measurements. Pictures were sent to Mr. Gehringer as well.

SAFETY:

1. Mr. Herb stated that he has been reviewing videos and the workers will view these videos during rain events and down time.

I & I:

1. There was a meeting with Mr. Hill, Mr. Herb and Mr. Sassaman, of Entech Engineering to discuss a ten year plan. Mr. Hill stated this meeting was very productive. Mr. Herb offered a brief explanation. The purchase of a new flushing truck was discussed. Mr. Hill asked Mr. Herb to have some prices for the November 18, 2021 Board Meeting.

MPBMA LIAISON:

No Report

SOLICITOR:

No Report

SUPERINTENDENT:

1. The EDMR's were submitted. Everything was within permit.
2. There are still some details to work out with the Fats, Oils & Grease Abatement Program letter. The updated letter was briefly discussed. Mr. Hill would like F.O.G. added to the monthly agenda. Mr. Brian Sands, the Plumbing Inspector, agreed to complete these inspections for a set fee. Mr. Boland, Esq. suggested having the inspections completed quarterly, with the Restaurants paying for this inspection. The grease traps should be inspected to see if they are adequate. If they are not, they should be replaced. Mr. Boland, Esq. also stated that it would easiest for AVMA if Lower Alsace Township and the Borough of Mt. Penn would pass an Ordinance. Mr. Sassaman suggested having the restaurants provide us with paperwork when the grease trap is cleaned. Mr. Boland, Esq. would like to meet with Mr. Herb via Zoom before the November Board Meeting to discuss this further. Mr. Hill suggested that Mr. Haller discuss this with Lower Alsace Township.
3. The manhole installation at the 2600 block of Cumberland Avenue update: Mr. George Young had to dig before he ordered the manhole. The hole was filled in temporarily. The Borough of Mt. Penn received some complaints so Mr. Young will add a thin layer of cold patch until the work can be completed.
4. There was a brief discussion regarding the purchase of a fuel polishing machine. Motion was made by Mr. Goodman and was seconded by Mr. Hill to purchase a Fuel Polishing Machine with a not to exceed price of \$5,000.00. **Motion passed unanimously.**
5. One of the meters from PA Rural had dead batteries. Information will be gathered off the meters and they will be moved sometime next week.

ENGINEERING:

Motion was made by Mr. Haller and was seconded by Mr. Hill to amend the Agenda to include Entech Engineering's Work Order for the WWTP Emergency Generator- Approval of Phase 2, 3 & 4. Motion passed unanimously.

1. Motion was made by Mr. Haller and was seconded by Mr. Goodman to accept Entech Engineering's Work Order for Phases 2, 3 & 4 for the WWTP Emergency Generator. **Motion passed unanimously.**

2. Bidding for the Emergency Generator Installation Project closed on October 15, 2021. Six bids were received. They ranged from \$221,000.00 to \$335,000.00. The low bid was received from GS Developers. GS Developers installed the generator at the Spring Township WWTP so we know their work. Entech has reviewed the bids and recommends that AVMA consider awarding the contract to GS Developers. Entech has prepared a Notice of Award form for the Authority signature to proceed. Motion was made by Mr. Hill and was seconded by Mr. Goodman to sign the Notice of Award for the Emergency Generator installation and transfer switch to GS Developers, Inc. in the amount of \$221,000.00. **Motion passed unanimously.**

3. Bidding for the 2021 Sewer Lining Project closed on October 14, 2021. Five bids were received ranging from \$68,540.00 to \$110,000.00. The low bid was from SWERP of Bristol, PA. The Authority Staff has asked if another manhole section of lining work could be added to the contract to get closer to the \$80,000.00 budget. The approximate cost of lining, based on the bid was \$35.00 per foot. That leaves approximately 327 LF of lining work to get to the \$80,000.00 budget. We could ask SWERP after the contract is awarded and prepare a Change Order. We have worked with SWERP previously so we know their work. Entech has reviewed the bids and recommends that AVMA consider awarding the contract to SWERP Inc. Entech has prepared a Notice of Award form for the Authority signature to proceed. Motion was made by Mr. Goodman and was seconded by Mr. Hill to award the Sewer Lining Work to SWERP, Inc. in the amount of \$68,540.00. **Motion passed unanimously.**

OFFICE MANAGER:

1. The three insurance claims previously submitted for customers who had water damage during the September 1 & 2nd rain event were denied.

2. The 2020 Audit has been advertised.

3. Our health insurance rates with PHMIC for 2022 decreased 1.8% with a projected surplus for 2021 in the amount of \$22,945.00.

4. Our telephone service through Windstream will be ending on December 31, 2021. I contacted Verizon Wireless and got a price of \$240.73 per month. Mr. Goodman mentioned that the Borough of Mt. Penn and MPBMA got lower pricing through AT&T. Mr. Goodman stated that we should not change internet providers and that I should get additional estimates.

At 7:05 PM the Chairman, Mr. Hill called for an Executive Session to discuss Actuarial Services.

At 7:13 PM the meeting was called back to order with no action taken.

UNFINISHED BUSINESS:

NEW BUSINESS:

ADJOURNMENT:

The next meeting will be held on Thursday, November 18, 2021 at 6:00 PM at the Authority.

Motion was made by Mr. Haller and was seconded by Mr. Goodman to adjourn the meeting at 7:17 PM. **Motion passed unanimously.**

Respectfully Submitted,

Loretta Kennedy,
Assistant Secretary