

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF MARCH 24, 2022**

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

Mr. Quinn Haller, Chairman
Mr. Troy Goodman, Vice-Chairman
Ms. Tara Chambers Treasurer
Mr. Curtis Hill, Asst. Treasurer

Also Present:

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

Absent:

Mr. James Cocuzza, Secretary

Visitor:

Mr. Paul Janssen, Director, Center for Excellence in Local Government via Zoom
Ms. Lisa Brusio Coster, of Gavin PR via Zoom
Mr. Justin Szurgot, of Bortek

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

Ms. Lisa Brusio Coster, gave a brief presentation detailing the public relations services provided by Gavin PR.

Mr. Paul Janssen stated that he will be working on the Capital Budget and a five year plan. The Board stated that they would like to spend \$250,000.00 per year on sewer lining.

Mr. Justin Szurgot of Bortek spoke to the Board regarding the purchase of a flushing truck.

Motion was made by Mr. Hill, seconded by Mr. Goodman to approve the February 24, 2022 minutes. **Motion passed unanimously.**

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL:

No Report

Union. **Motion passed unanimously.** Mr. Hill requested that this money be shown on a separate line item on the Treasurer's Report.

2. Budget Comparison dated 02/28/22 was included in the packet. There were no comments at this time.

3. Vist Bank Resolutions for all bank accounts were signed by all board members in attendance.

4. Motion was made by Mr. Hill and was seconded by Ms. Chambers to hire Gavin PR with a not to exceed price of \$26,000.00, subject to the Authority setting the start date. **Motion passed unanimously.**

5. A short discussion was held regarding the possible purchase of a washer and dryer. Uniform rental and laundry prices were provided by Ms. Kennedy. Mr. Hill requested that the building and equipment committee discuss this and have a presentation for next month's meeting.

6. Motion was made by Mr. Hill and was seconded by Mr. Goodman to amend the March 24, 2022 minutes changing the amount of the LSA Grant application from 372,419.00 to \$376,379.00. **Motion passed unanimously.**

INSURANCE/PENSION:

1. A short discussion was held regarding the transfer of information from Duda Actuarial to Conrad Siegel.

BUILDINGS/GROUNDS/EQUIPMENT:

1. Mr. Goodman answered questions regarding the Central Berks Regional Police's building design and details from Shirk Pole Buildings LLC.

SAFETY:

1. Mr. Herb stated that safety meetings continue to be held every other week.

2. A meeting was held with Mr. Tyler Lukart of MRM Insurance Company. This is a yearly Trust Loss Control Safety Visit. We passed the safety inspection. A few suggestions were made.

I & I:

1. Mr. Haller reported that he attended an I & I lunch meeting with Mr. Hill and AVMA employees.

2. A notice was received from Helton Plastics stating that they hoped to have samples ready to ship this week. After samples are approved, they will be able to start production.

F.O.G. PROGRAM

1. A spreadsheet was provided showing F.O.G. inspections and results. Mr. Herb provided an explanation.

MPBMA LIAISON:

No Report

SOLICITOR:

1. Mr. Boland, Esq. stated that he drafted two letters. One was for the City of Reading and one was for Stokesay Castle. A short discussion followed.

SUPERINTENDENT:

1. The EDMR's were submitted. Everything was within permit.
2. The manhole installation at the 2600 block of Cumberland Avenue update: The work has been completed except for a seal that they pour around the edge.
3. Mr. Gunta, of PA Rural Water is waiting for a meter to become available.
4. Computer Technology Upgrade was discussed. Ms. Kennedy's desktop computer will be cleaned and used in Mr. Herb's office. Mr. Herb's laptop will be used by the lab. Motion was made by Mr. Hill and was seconded by Mr. Goodman to purchase new computers, pay for licensing fees and consulting fees to Daniel Brown Consulting LLC with a not to exceed total cost of \$4,125.00. **Motion passed unanimously.**

ENGINEERING:

1. The Local Share Account-Statewide Grant Application has been submitted. A short conversation was held regarding contact numbers for our local representatives. Mr. Hill will contact our local representatives.
2. Emergency Generator – Anticipated delivery is June or July of 2022.
3. Chapter 94 Report - Work is nearing completion. Final submission is due March 31, 2022.
4. WWTP Upgrade Study – The study is running behind schedule due to sampling data retrieval. Some interesting facts have been discovered.
5. Infiltration/Inflow – Historical information is being gathered to develop a plan for prioritized repair targets.
6. The American Rescue Plan Grant Application has been submitted.

OFFICE MANAGER:

1. The letter prepared by Kozloff Stoudt for The City of Reading was mailed with the 4th quarter of 2021 payment.
2. Mr. Haller signed a Contract Status Inquiry from Colonial Surety Company regarding SWERP.
3. A refund was received from Pennsylvania One Call in the amount of \$407.81.

UNFINISHED BUSINESS:

ADJOURNMENT:

The next meeting will be held on Thursday, April 28, 2022 at 6:00 PM at the Authority.

Motion was made by Mr. Goodman and was seconded by Mr. Hill to adjourn the meeting at 8:10 PM. **Motion passed unanimously.**

Respectfully Submitted,

Loretta Kennedy,
Assistant Secretary