

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF APRIL 28, 2022**

The April 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
Mr. James Cocuzza, Secretary
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

Visitor:

Mr. Joseph Boyle of 208 Mayer Street

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

Mr. Boyle, of 208 Mayer Street, requested that the AVMA Board allow him to have a sewer (water only) meter be installed to gauge the water usage of the back yard spigot. Mr. Boyle explained that they have a 12,000 gallon pool and use approximately 3,000 gallons of water to open the pool for the summer swimming season. The Board did comment that this has not been allowed in the past but they would consider Mr. Boyle's request and contact him with their decision.

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

FINANCE:

Checks for Ratification – April 28, 2022:

General Account: Check Nos. 7264 through 7300, dated 03/24/2022 through 04/27/2022 in the amount of \$123,208.84 and 21 EFT's, dated 03/23/2022 through 04/25/2022 in the amount of \$12,554.44 for a combined total of \$135,763.28 from the General Account.

Payroll Account: Check Nos. 621 through 632, dated 04/06/2022 through 04/20/2022 in the amount of \$21,478.57 as well as 4 ACH's and 4 transfers in the amount of \$10,686.20 for a combined total of \$32,164.77 from the Payroll Account.

The combined total of payments from the General and Payroll accounts in the amount of \$167,928.05 were approved on a motion by Mr. Hill and seconded by Mr. Cocuzza. **Motion passed unanimously.**

Treasurer's Report – For the month of March 2022:

ACTIVITY

<u>BALANCE</u>	2/28/22	\$1,623,901.27
RECEIPTS	\$274,988.84	
INTEREST	91.88	
EXPENDITURES	(441,890.18)	
BALANCE	03/31/2022	\$1,457,091.81

**ACCOUNT BALANCES
03/31/2022**

General	\$ 19,501.45
Payroll	20,088.52
Sewer	112,641.69
Capital Improvements	618,164.63
Savings	370,250.22
Petty Cash	<u>226.69</u>
AVAILABLE CASH	1,140,873.20
Riverfront	213,142.37
Utilities Employees Credit Union	<u>103,076.24</u>
TOTAL	\$1,457,091.81

The Treasurer's Report for February of 2022 was approved on a motion by Mr. Hill and seconded by Mr. Cocuzza. **Motion passed unanimously.**

FINANCE:

1. Mr. Haller mentioned that he would like to raise the boot allowance and also allow the employees to purchase boots with an OSHA approved safety toe. Motion was made by Mr. Hill and was seconded by Mr. Cocuzza to raise the boot allowance to \$125.00 per year or \$200 every two years and allow boots with an OSHA approved safety toe. **Motion passed unanimously.**
2. Budget Comparison dated 03/31/22 was included in the packet. There will be an adjustment made to the 2023 budget for the category Fees/Dues.

INSURANCE/PENSION:

1. A short discussion was held regarding the transfer of information from Duda Actuarial to Conrad Siegel. Mr. Hill made a motion and was seconded by Mr. Goodman to pay Mr. Duda, of Duda Actuarial \$500.00 for his services to file the Act 205. **Motion passed unanimously.**

BUILDINGS/GROUNDS/EQUIPMENT:

1. Mr. Goodman met with Mr. Herb and looked at the location for the washer/dryer in Plant #1 Filter building, locker room. Mr. Herb stated that pricing for a stackable washer/dryer would be approximately \$1,500.00 to \$1,600.00. The other cost would be some electrical work. Mr. Hill suggested that a comparison would be made on a spreadsheet.

SAFETY:

1. Mr. Herb stated that safety meetings continue to be held. He mentioned that he attended a class that suggested employees watch safety videos once a month. With the computer upgrade, the workers will be able to watch the safety videos on their own as time allows.

I & I:

1. Mr. Herb mentioned that the workers have been videoing and root cutting.
2. A manhole has been found that goes nowhere. The manhole wall is covered with cement. It has ten or fifteen little holes with water coming out of it. There is an 8" pipe at the bottom and it goes 95 feet and comes to a dead end. This line has several leaks.

F.O.G. PROGRAM

1. A spreadsheet was provided showing F.O.G. inspections and results. A short discussion followed.

MPBMA LIAISON:

No Report

SOLICITOR:

No Report

SUPERINTENDENT:

1. The EDMR's were submitted. Everything was within permit.
2. The new ABS Sulzer pump was installed.
3. Mr. Gunta, of PA Rural Water will have two meters available the end of May. We may use these meters for at least a month, maybe longer.
4. Eastern Environmental removed the Floating Aerator in Oxidation Ditch #2. This has been out of service for the past few years. This was causing a lot of foam and a lower D.O. They had to get a crane to remove this.
5. Mr. Herb mentioned that he spoke to Mr. Luis Pereira, of Stokesay Castle, regarding their sewer line. Mr. Pereira stated that they want to find the infiltration in their private sewer line and make necessary repairs. Stokesay hired a company to inspect their sewer line. Mr. Herb mentioned that some manholes have been found buried in the woods that must be uncovered before the inspection can be completed.

6. Vent cap installation was briefly discussed.

ENGINEERING:

1. The Local Share Account-Statewide Grant Application Update: The Letters of Support for this grant have been delivered to Senator Schwank and Representative Rozzi. We were copied on Senator Schwank's letter to the Acting Secretary of the DCED. A copy is included in your packet.
2. Emergency Generator: No progress. The anticipated delivery is June or July.
3. Chapter 94 Report Update: The completed Chapter 94 Report was submitted to the PA DEP prior to the deadline.
4. WWTP Upgrade Study Update: We continue to uncover puzzling details related to stated capacities but are nearing completion of the evaluation. We have preliminarily determined that Plants 2 & 3 can adequately handle the biological loading without Plant #1.
5. Infiltration/Inflow Update: Work should continue to develop a Capital Improvements Plan for the collection system. We will meet with Paul Janssen to work on financial details prior to the May meeting.
6. The American Rescue Plan Grant Application has been submitted.
7. Carsonia Avenue & Friedensburg Road project update: We have been in contact with those working on the bridge replacement at Carsonia Avenue and Friedensburg Road regarding the necessary manhole adjustments.

OFFICE MANAGER:

1. Refunds were received from Municipal Risk Management in the amounts of \$2,440.50 and \$2,362.50.
2. The 2021 Audit has been started. The Act 205 & GASB Reports are needed to complete the Audit.
3. The computer equipment should be ordered tomorrow through Dell.

UNFINISHED BUSINESS:

ADJOURNMENT:

The next meeting will be held on Thursday, May 26, 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 7:35 PM. **Motion passed unanimously.**

Respectfully Submitted,

Loretta Kennedy,
Assistant Secretary