

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF JUNE 23, 2022**

The June 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
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

Visitor:

Mr. Joseph Boyle, 208 Mayer Street
Mr. Paul Janssen, Director, Center for Excellence in Local Government via Zoom

Absent:

Mr. Troy Goodman, Vice-Chairman
Mr. James Cocuzza, Secretary
Ms. Loretta Kennedy, Assistant Secretary

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

Motion was made by Mr. Hill, seconded by Ms. Chambers to approve the May 26, 2022 minutes.
Motion passed unanimously.

Mr. Boyle, of 208 Mayer Street explained that he was at the April Board Meeting and requested that he be allowed to install a meter for his outside water spicket. Mr. Boyle hasn't heard anything from the Board and questioned if a decision has been made. Mr. Boyle stated that he contacted Mr. Goodman telephonically and was told that the Board said no to this request. A long discussion followed. Motion was made by Mr. Haller, seconded by Mr. Hill to deny Mr. Boyle's request for a meter on his outside water spicket. **Motion passed unanimously.**

Mr. Janssen explained that he met with Mr. Hill and Mr. Haller via Zoom to discuss the coordination with the PR Firm and work with AVMA. The Senate just adopted Senate Bill 597. This bill will require every facility to have a Capital Plan and they must provide details how they will maintain their service in the years moving forward. Mr. Janssen suggested providing Gavin PR a three to seven year Capital Plan. Mr. Janssen will work to finalize the Rate Study.

FINANCE:

Checks for Ratification – June 23, 2022:

General Account: Check Nos. 7335 through 7364, dated 05/31/2022 through 06/16/2022 in the amount of \$77,163.74 and 17 EFT's, dated 06/02/2022 through 06/16/2022 in the amount of \$11,529.02 for a combined total of \$88,692.76 from the General Account.

Payroll Account: Check Nos. 645 through 658 and Check Nos. 50072 and 50073, dated 06/01/2022 through 06/15/2022 in the amount of \$21,515.03 as well as 4 ACH's and 4 transfers in the amount of \$10,529.18 for a combined total of \$32,044.21 from the Payroll Account.

The combined total of payments from the General and Payroll accounts in the amount of \$120,736.97 were approved on a motion by Mr. Hill and seconded by Mr. Haller. **Motion passed unanimously.**

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

ACTIVITY

<u>BALANCE</u>	4/30/2022	\$1,441,900.29
RECEIPTS	\$1,050,872.62	
INTEREST	86.25	
EXPENDITURES	(1,423,360.50)	

BALANCE	05/31/2022	\$1,069,498.66
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**ACCOUNT BALANCES
05/31/2022**

General	\$ 15,141.90
Payroll	20,229.70
Sewer	137,614.05
Capital Improvements	618,257.62
Savings	64,886.33
Petty Cash	226.69
Savings (Cashed CD)	<u>0.00</u>
AVAILABLE CASH	856,356.29
Riverfront	<u>213,142.37</u>
TOTAL	\$1,069,498.66

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

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL:

1. Mr. Herb stated that Mr. Scheuing is a good worker and suggested increasing his salary by \$1.00 per hour. Mr. Hill made the motion and was seconded by Mr. Haller to increase Mr. Scheuing's salary to \$27.13 per hour. **Motion passed unanimously.**

FINANCE:

1. Mr. Boland, Esq. explained that he would contact Mr. Schlesinger, of PFM to discuss refinancing our current bond.
2. The Budget Comparison for May 31, 2022 was reviewed. The Dues/Permits category was briefly discussed.

INSURANCE/PENSION:

1. Mr. Hill stated that he will contact CBIZ InR and have an update on our Pension Plan for the July 2022 meeting.

BUILDINGS/GROUNDS/EQUIPMENT:

1. Mr. Herb mentioned that he had Eastern Environmental check out a box in Plant 2 with a metal plate that is rotting away. Eastern Environmental suggested installing a three-way valve. Mr. Mueller, of Eastern Environmental gave Mr. Herb a price of \$10,000.00.
2. Mr. Herb noticed that the AVMA sign at the end of our driveway is falling apart. Mr. Herb contacted The Little German Signmaker for pricing on a new sign.
3. Our camera got stuck last month and the cost was \$13,519.41 to dig up the street and make the necessary repairs.

SAFETY:

1. Mr. Herb stated that safety meetings continue to be held. Mr. Cocuzza attended a safety meeting and had a tour of the plant. Mr. Herb mentioned that he will be setting up a fire extinguisher training for all employees.

I & I:

1. Mr. Herb mentioned that the workers have been videoing and root cutting.
2. Mr. Herb stated that the flushing truck was out of service for a few weeks but it's now back in service.
3. The rain shields were received and seventy rain shield inserts were installed.
4. There is a manhole at Endlich and Hill Avenues that is in very bad shape. It must be refurbished. We will get some estimates for this manhole repair. Mr. Herb will contact USG.

F.O.G. PROGRAM

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

GAVIN PR

1. A meeting was held with Gavin PR to meet the employees and have a plant tour. Mr. Hill stated that Facebook will be the way to reach most customers.

MPBMA LIAISON:

No Report

SOLICITOR:

No Report

SUPERINTENDENT:

1. The EDMR's were submitted. Everything was within permit.
2. Mr. Herb stated that he contacted Mr. Luis Pereira, of Stokesay Castle, regarding their sewer line. Mr. Pereira stated that one more buried manhole was uncovered and they have one more to uncover.
3. Two yearly preventative maintenance contracts are due: Xylem in the amount of \$1,848.00 and Emergency Systems Service Company in the amount of \$1,297.71. Motion was made by Mr. Hill and seconded by Mr. Haller to approve these preventative maintenance contracts. **Motion passed unanimously.**
4. Three meters were installed by PA Rural. They will be removed on 6/29/22.
5. The transfer switch for the Emergency Generator Project has been received.

ENGINEERING:

1. The American Rescue Plan Grant Application: No new information to report.
2. The Local Share Account-Statewide Grant Application Update: No new information to report.
3. Emergency Generator: No progress. The anticipated delivery is now August 5, 2022.
4. WWTP Upgrade Study: The Improvement Plan should be completed in a few months.

OFFICE MANAGER:

No Report

UNFINISHED BUSINESS:

ADJOURNMENT:

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

Motion was made by Mr. Haller and was seconded by Mr. Hill to adjourn the meeting at 7:20 PM. **Motion passed unanimously.**

Respectfully Submitted,

Loretta Kennedy,
Assistant Secretary