

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF AUGUST 25, 2022**

The August 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. Christopher Hannum, PE, Entech Engineering
Mr. Dan Klein, PE, Entech Engineering
Mr. David Herb, Superintendent
Ms. Loretta Kennedy, Assistant Secretary

Visitor:

Mr. Paul Janssen, Director, Center for Excellence in Local Government via Zoom

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. Goodman, seconded by Mr. Hill to approve the July, 28, 2022 minutes.
Motion passed unanimously.

Mr. Janssen shared a Rate Study he prepared via Zoom. A short explanation followed. Mr. Hill asked Mr. Janssen to give this information to Ms. Kennedy to update periodically. Mr. Janssen stated that he will be working on the budget in the next few weeks with Ms. Kennedy.

FINANCE:

Checks for Ratification – July 28, 2022:

General Account: Check Nos. 7399 through 7429, dated 08/02/2022 through 08/24/2022 in the amount of \$62,144.39 and 17 EFT's, dated 08/08/2022 through 08/24/2022 in the amount of \$11,082.15 for a combined total of \$73,226.54 from the General Account.

Payroll Account: Check Nos. 677 through 688, dated 08/10/2022 through 08/24/2022 in the amount of \$20,977.85 as well as 5 ACH's and 4 transfers in the amount of \$10,594.96 for a combined total of \$31,572.81 from the Payroll Account.

The combined total of payments from the General and Payroll accounts in the amount of \$104,799.35 were approved on a motion by Mr. Hill and seconded by Mr. Goodman. **Motion passed unanimously.**

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

ACTIVITY

<u>BALANCE</u>	6/30/2022	\$1,062,656.74
RECEIPTS	\$535,857.67	
INTEREST	59.33	
EXPENDITURES	(451,681.38)	
BALANCE	7/31/2022	\$1,062,656.74

**ACCOUNT BALANCES
7/31/2022**

General	\$ 11,186.09
Payroll	23,343.39
Sewer	105,020.21
Capital Improvements	548,347.16
Savings	161,390.83
Petty Cash	226.69
Savings (Cashed CD)	0.00
AVAILABLE CASH	849,514.37
Riverfront	213,142.37
TOTAL	\$1,062,656.74

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

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL:

There will be an Executive Session at the end of the meeting to discuss matters of Personnel.

FINANCE:

1. The Budget Comparison for July 31, 2022 was reviewed. No comments at this time.
2. Possible financing through PFM will be discussed at a later date.
3. An invoice was received from Emergency Systems Service Company in the amount of \$101,000.00 for the Generator. A short discussion followed. Motion was made by Mr. Hill and was seconded by Mr. Goodman to pay Emergency Systems Service Company for Invoice No. M905000111:01 in the amount of \$96,650.00. **Motion passed unanimously.**

INSURANCE/PENSION:

1. Mr. Hill stated that he provided an update on the AVMA Pension Account last month.

BUILDINGS/GROUNDS/EQUIPMENT:

1. The partial loss of power at the Pumpstation was briefly discussed. Mr. Herb stated that PA Rural Water loaned us a meter and Mr. Higgins set it up at the pumphouse to monitor the electric current twenty four hours a day. Mr. Higgins from PA Rural is coming tomorrow to check the batteries in the meters and to download the readings.

SAFETY:

1. Mr. Herb stated that we had a fire safety training on 8/23/22. We watched a video and had a hands-on-training. This is a mandatory yearly training. Employees joined us from Lower Alsace Township, Mt. Penn Borough Municipal Authority and the Borough of St. Lawrence. Lunch was provided.

2. Mr. Herb stated that he has been in touch with an employee of Lower Alsace Ambulance Association, Ms. Szabo regarding CPR training. A price was quoted of \$50.00 per person. Mr. Herb is checking to see if there is a group discount. Ms. Chambers stated that she knows someone who may be interested in providing the training.

I & I:

1. Televising and manhole inspections are ongoing. There isn't a lot to find with the low water table. Mr. Herb stated that he has a list of several sewer lines that should be lined. Mr. Hill suggested that Mr. Herb sit down with Mr. Miller when he returns from vacation to discuss this. Mr. Hill suggested that Mr. Herb calculate how many feet have been lined to date. This information could be shared with Gavin PR.

2. Mr. Hill reported that a quotation was received from Helton, Inc. for the revised sewer vent covers. The tooling charge is \$1,700.00. Mr. Hill recommended purchasing 1,000 pieces. Motion was made by Mr. Hill and was seconded by Mr. Goodman to purchase 1,000 pieces from Helton, Inc. with a not to exceed price of \$7,500.00. **Motion passed unanimously.**

F.O.G. PROGRAM

1. A spreadsheet was provided showing F.O.G. inspections and results. A short discussion followed. Mr. Herb mentioned that Gigi's has not responded yet. Mr. Hill stated that they were recently sold and give it some additional time.

2. Mr. Herb reported that Stokesay Castle's F.O.G. inspection was completed. Mr. Hill told Mr. Herb he is doing a good job with this program.

GAVIN PR

1. Bi-weekly meetings were held via ZOOM with Gavin PR. The proposal will be presented to AVMA in September of 2022. Mr. Hill asked all board members to respond to the Meeting Invitation from Gavin PR. A short discussion followed.

SOLICITOR:

No Report

SUPERINTENDENT:

1. The EDMR's were submitted. Mr. Ravert, Jr. completed them. Everything was within permit.
2. Mr. Herb stated that we are still waiting for the Grant application results regarding the purchase of a new flushing truck.
3. Stokesay Castle Update – They are working on the infiltration problem in their sewer lines. Stokesay had trees removed and they found more manholes. Kline Plumbing & Televising are working on televising this line. When the televising is complete, they will provide us a flash drive. Mr. Herb reported that Stokesay plans on repairing this sewer line if necessary.
4. PA Rural Meter Update – 3 meters are still in place. They are allowing them to stay another month or so. They are coming tomorrow to check the batteries and download the information.
5. A spreadsheet with prices for the manhole rehabilitation at Endlich and Hill Avenues was briefly discussed. Mr. Herb stated that he contacted a representative from Advanced Rehabilitation Technology to discuss this manhole rehabilitation. They recently did some work for Alsace Township. The price quoted was \$5,036.00 to repair three manholes. Their work includes a ten year limited warranty. Mr. Herb was asked to contact the company and get some references. Motion was made by Mr. Hill and was seconded by Mr. Cocuzza to hire Advanced Rehabilitation Technology to repair three manholes with a not to exceed price of \$6,000.00. **Motion passed unanimously.**
6. Pennview Mobile Home Park – A letter has been mailed asking them to uncover the four manholes that are covered with asphalt.
7. The distribution box was briefly discussed. A quotation was received from Eastern Environmental in the amount of \$16,310.00, which includes installation. A brief discussion followed. Motion was made by Mr. Hill and was seconded by Mr. Cocuzza to have Entech provide a drawing for bidding purposes with a not to exceed price of \$2,000.00. **Motion passed. Mr. Goodman was opposed.**
8. Sludge hauling was discussed. A spreadsheet was provided showing a comparison of prices from J.P. Mascaro between 2021 and 2022. Mr. Herb mentioned that Oley Wastewater Treatment Plant sends their sludge to Delaware Solid Waste. Disposal and hauling prices were discussed. Mr. Hill asked Ms. Chambers to assist Mr. Herb in this project. Mr. Hannum stated that we could have the sludge hauling and disposal bid. Mr. Hill asked Mr. Herb to have prices for all options available to be discussed at the September board meeting.

ENGINEERING:

1. LSA Grant Update - No new information to report.
2. Bridge Replacement (Carsonia & Friedensburg Rds.) – No new information to report.
3. Emergency Generator Update – The generator is on sight.
4. WWTP Upgrade Study: The Wastewater Treatment Plant Upgrade Study was presented by Mr. Hannum, PE and Mr. Klein. The study was discussed at length.

OFFICE MANAGER:

1. A mistake was made on the December 16, 2021 minutes regarding an incorrect figure for The Wastewater Treatment Plant Upgrade Study. Motion was made by Mr. Hill and was seconded by Mr. Hill to change the figure to \$34,800.00. **Motion passed unanimously.**
2. 1722 Friedensburg Road is now connected to the sewer.
3. A check was received from Mrs. Shivak for \$40,000.00 for ten EDU's at 2000 Perkiomen Avenue.

EXECUTIVE SESSION

At 7:50 PM the Chairman, Mr. Haller made a motion and was seconded by Mr. Goodman to recess to an Executive Session to discuss Matters of Personnel.

At 8:04 PM the meeting was called back to order with no action taken.

UNFINISHED BUSINESS:

ADJOURNMENT:

The next meeting will be September 22, 2022 at 6:00 PM at the Authority.

Motion was made by Mr. Hill and was seconded by Ms. Chambers to adjourn the meeting at 8:05 PM. **Motion passed unanimously.**

Respectfully Submitted,

Loretta Kennedy,
Assistant Secretary