

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF APRIL 27, 2023**

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. Curtis Hill, Vice-Chairman
Ms. Tara Chambers, Secretary
Mr. Francis Kelly, Treasurer
Mr. Troy Goodman, Asst. Treasurer

Also Present:

Mr. Brian Boland, Esq., Solicitor, Kozloff Stoudt
Mr. H. David Miller, Entech Engineering
Mr. Joseph Ravert, Jr., Assistant Superintendent
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. Kelly, seconded by Mr. Hill to approve the March 23, 2023 minutes with one change regarding the FOG (Fat Oil Grease) Program. **Motion passed unanimously.**

FINANCE:

Checks for Ratification – April 27, 2023:

General Account: Check Nos. 7656 through 7681, dated 03/23/2023 through 04/26/2023 in the amount of \$64,487.61 and 17 EFT's dated 03/23/2023 through 04/23/2023, in the amount of \$13,534.96 for a combined total of \$78,022.57 from the General Account.

Payroll Account: Check Nos. 782 through 793, dated 04/05/2023 through 04/19/2023 in the amount of \$21,998.69 as well as 4 ACH's and 4 transfers, dated 04/03/2023 through 04/19/2023, in the amount of \$10,579.15 for a combined total of \$32,577.84 from the Payroll Account.

The combined total of payments from the General and Payroll accounts in the amount of \$110,600.41 were approved on a motion by Mr. Goodman, seconded by Mr. Hill. **Motion passed unanimously.**

Treasurer's Report – For the month of March 2023:

ACTIVITY

<u>BALANCE</u>	2/28/2023	\$1,368,293.48
RECEIPTS	\$232,665.07	
INTEREST	383.76	
EXPENDITURES	(271,356.10)	

SAFETY:

1. Mr. Goodman stated that a quotation is included in the packet from Solar Mason for solar panels in the amount of \$1,480,332.05.
2. Mr. Ravert reported that LED lights were installed in multiple locations outside to brighten things up.

I & I:

1. Customers with sump pumps will continue to be discussed.
2. There will be a new post on FB regarding the sewer lining schedule. Boosting our FB posts was briefly discussed.

F.O.G. PROGRAM

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

SOLICITOR:

1. Mr. Boland, Esq. reported that things are progressing with Stokesay Castle. They are making repairs to their sewer lines. Mr. Ravert reported that he provided a flash drive to Mr. Pereira, Manager of Stokesay Castle, showing one portion of sewer lines that was not repaired on Fountain Avenue. Mr. Pereira stated that they will fix this sewer line. It was suggested to Mr. Pereira that it may be cost effective to line this sewer pipe instead of digging. A flash drive was mailed to Vortex Services to obtain a quotation for Stokesay Castle, for sewer lining.
2. The Endlich Avenue Dig – Mr. Boland, Esq. told Mr. Goodman that he needs a copy of the Contract. Mr. Goodman will provide a copy to Mr. Boland, Esq. After receiving a copy of the Contract, Mr. Boland, Esq. will get the Complaint prepared.
3. Flushing Truck Update - Mr. Boland, Esq. explained that they researched the CoStars site. Mr. Boland, Esq. contacted Bortek and they provided an updated proposal. Mr. Boland, Esq. explained how CoStars works. Mr. Boland, Esq. stated that we can purchase this flushing truck. Mr. Kelly made a motion, seconded by Mr. Goodman to award the Hi-Vac AquaTech SJR 1500 Jet Truck to Bortek Industries, Inc. at a total price of \$297,000.00 in accordance with the quotation dated 3/20/2023. **Motion passed unanimously.**
4. Mr. Boland, Esq. prepared a Resolution declaring AVMA's intent to follow the Schedules and Procedures for Disposition of Records as set forth in the Municipal Records Manual approved on December 16, 2008 and amended on March 28, 2019. Motion was made by Mr. Haller and was seconded by Ms. Chambers to adopt this Resolution. **Motion passed unanimously.**

ASSISTANT SUPERINTENDENT:

1. Mr. Ravert stated that the EDM's have been submitted. Everything was within limits.
2. The Grant was briefly discussed. Mr. Ravert questioned Mr. Miller, of Entech Engineering, if a used vehicle could be purchased. Mr. Miller will research this and provide an update at the May meeting.

3. PA Rural Water Meter Update - Mr. Ravert reported that the flowmeters have been removed. They may be re-installed sometime in the future. Mr. Ravert stated that he will compile all the information and report on the findings at the May board meeting.
4. On Site Diesel Tank Update – Mr. Miller stated that he spoke to Countryside twice this week to attempt to get the specifications. The diesel price from Countryside would be much cheaper than getting diesel using a Fleet Card. Mr. Hill would like the diesel price to compare the two options.
5. Flushing Truck Update – This was previously discussed.
6. Curtis Power Solutions – Yearly Generator Maintenance Agreement increased The Price increased from \$1,718.14. Mr. Ravert stated that he would like to use them for 2023 and then find a different vendor to service both the generators in 2024.
7. Mr. Ravert stated that he would like to purchase a scale for the chlorine tanks. One side has not been working since the beginning of the year. Motion was made by Mr. Kelly, seconded by Mr. Goodman to purchase this scale from USA Blue Book, in the amount of \$2,400.00. **Motion passed unanimously.**
8. Mr. Ravert suggested that the Board members do a plant tour. The board members will meet a half hour early for the May meeting to do a plant tour. Ms. Kennedy will send a reminder.

ENGINEERING:

1. Bridge Replacement (Carsonia & Friedensburg Rds.) – Work has started.
2. Emergency Generator – The meter base enclosure was installed on Monday, April 24, 2023. Met-Ed inspections and cutover interruption are being coordinated.
3. LSA Grant – \$376,419.00 was awarded to be used for the Flushing Truck, a Utility Truck and Portable Samplers. At the request of the staff, I contacted Bortek and asked them to resubmit the quotation under the proper CoStars contract. Attorney Boland should be consulted to ensure both parties follow proper procedures. Keystone Logins have been completed by AVMA contacts for further grant administration.

CFA H2O Grant Application – Application administration work continues.

4. Capital Improvements Plan Study – A summary has been developed to identify key components of necessary improvements. This summary should aid in financial discussions. Additional details will be provided about each project. Mr. Miller explained that the green piece of paper that was distributed gives you a summary of what has been identified as potential capital projects. These are significant needs and some of the equipment is in bad shape. The last item listed is Collection System Rehabilitation/I&I for \$1,446,000. You could continue to spend money yearly or do a bigger project all at once. There are also manholes that need repairs. Mr. Miller stated that Plant 2 Aeration & Ras Pump Controls is original to the plant. Mr. Hill questioned what the cost savings would be to complete these projects. Mr. Miller stated that installing VFD's would cut electricity consumption. Mr. Goodman stated that we should notice savings in electric costs as the equipment gets upgraded in the plant. The Board asked that Mr. Ravert prioritize this list. This will be discussed further at the May board meeting.

5. Headworks Upgrade – Headworks Upgrade design has been paused.

Mr. Miller said one of the first things they planned to do as part of this project was to get a survey done. Entech is working with old information and this is the one thing they questioned. Elevations are missing and some things don't make sense. If they were able to get the survey completed, they would have solid footing on where to start and better identify the problems. Mr. Miller stated this survey would be approximately \$5,000.00. This will be re-visited next month after the plant tour.

6. GIS Mapping – An ArcGIS Creator subscription is recommended for \$550.00 per year. Ms. Kennedy was instructed to purchase a full size iPad and the yearly subscription needed.

7. Pipe Lining: The Contractor has submitted the following schedule for lining:

<u>Date</u>	<u>Street</u>	<u>USMH</u>	<u>DSMH</u>
5/22/23	Harvey Avenue	243, 230	226
	Angora Road	310	311
5/23/23	Exeter Road – High School	347	348
	25 th Street	170	18
5/24/23	Parkview	447, 448	449
5/25/23	Grandview Ave	17, 14	9
5/26/23	Row off Byram Street	104	121
	Grandview Ave	9	170
5/30/23	Butter Lane	54	56
	Perkiomen Ave.: Lutz Funeral Home	456, 457	458
	Harvey Ave	263	254
5/31/23	Row off Byram Street	121	103

The scheduled milestone dates remain as follows:

July 3, 2023 – Substantial Completion (NTP & 90 Days)

August 3, 2023 – Final completion (NTP & 120 Days)

8. The Chapter 94 Report – The report was submitted to the DEP before the March 31, 2023 deadline. An apparent sampling anomaly in November of 2022 created the appearance of an organic overload. Sampling techniques were reviewed and corrected as needed to satisfy correction action plan requirements. DEP concurred with our findings and has accepted the report. No further Corrective Actions are required.

OFFICE MANAGER:

1. The AVMA Facebook updates continue to be posted.
2. The 2022 Audit with Herbein & Company began on 4/17/23.
3. There are two requests for sewer forgiveness:

Ralph Elia, Jakes Laundromat at 747 Carsonia Avenue – Mr. Elia had a broken pipe and received a sewer bill in the amount of \$25,596.64. Mr. Ravert met with Mr. Elia and confirmed that none of this water entered the sanitary sewer system. Motion was made by Mr. Kelly and

was seconded by Mr. Hill to issue a sewer credit in the amount of \$20,000.00. **Motion passed unanimously.**

Mrs. Donald, Lutz of 902 N. 25th Street had a sewer bill in the amount of \$616.16. Mr. Ravert stated that they dye tested a floor drain to see if it was connected to the sanitary sewer system. The dye never showed up in the sewer system. Motion was made by Mr. Kelly and was seconded by Ms. Chambers to issue a sewer credit in the amount of \$503.72. **Motion passed unanimously.**

4. A notice from MRM Trust was included in the packet. This notice states that members must give 90 days notice in writing to terminate participation in the Trust. There will be a yearly safety audit with MRM on 5/31/23.

5. A Change in Law Notice was received from Dynegy regarding the Electric Services Agreement between AVMA and Dynegy Energy Services LLC. Network Integrated Transmission Services rates were adjusted through a FERC-approved formula rate filing, causing the cost of supplying electricity under the Agreement to increase, and therefore implementing a change in pricing necessary to accommodate such increased charge. Our current power price is \$0.05550/kWh and will be increased to \$0.005575/kWh.

UNFINISHED BUSINESS:

EXECUTIVE SESSION

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

At 7:58 PM the meeting was called back to order with no action taken.

ADJOURNMENT:

The next meeting will be May 25, 2023 at 6:00 PM at the Authority.

Motion was made by Mr. Goodman and seconded by Ms. Chambers to adjourn the meeting at 8:00 PM. **Motion passed unanimously.**

Respectfully Submitted,

Loretta Kennedy,
Assistant Secretary