

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF MAY 23, 2024**

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

Mr. Curtis Hill, Chairman
Mr. Francis Kelly, Vice-Chairman
Mr. Nathan Rupright, Secretary
Mr. Quinn Haller, Treasurer

Also Present:

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

Visitors:

Ms. Betty Quillman, of 2800 Prospect Street

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

A motion was made by Mr. Haller and seconded by Mr. Kelly to accept the April 25, 2004 minutes as presented. **Motion passed unanimously.**

Ms. Quillman stated that she was at the April board meeting and would like to know if we came up with a way to solve her problem. A short discussion followed. Mr. Ravert stated that he got an estimate for the installation of a grinder pump. This pump would be located in a pit outside Ms. Quillman's house. The benefit would be the whole tank capacity during a rain event. When the water rises in the tank it forces it out into the sewer main. This will prevent water from entering her home. A short explanation followed. Mr. Boland, Esq. stated that if we are going to proceed, three estimates are needed. Mr. Ravert will get two more quotations. This will be discussed further at the June board meeting.

FINANCE:

Checks for Ratification – May 23, 2024:

General Account: Check Nos. 8065 through 8096 dated 04/25/24 through 05/22/2024 in the amount of \$632,030.84 as well as 19 EFTs dated 04/25/2024 through 05/20/2024, in the amount of \$12,336.24 for a combined total of \$644,367.08 from the General Account.

Payroll Account: Check Nos. V8593851 through V8593859 as well as Check Nos. V8825141 through V8825149 and Check No. 50085, dated 05/01/2024 through 05/15/2024 in the amount of \$19,013.47 as well as 4 ACH's and 4 transfers, dated 04/29/2024 through 05/13/2024, in the amount of \$9,401.93 for a combined total of \$28,415.40 from the Payroll Account.

The combined total payments from the General and Payroll accounts in the amount of \$672,782.48 were approved on a motion by Mr. Kelly, seconded by Mr. Haller. **Motion passed unanimously.**

Treasurer’s Report – For the month of April 2024:

ACTIVITY

<u>BALANCE</u>	3/31/2024	\$1,238,551.30
RECEIPTS	\$386,016.69	
INTEREST	894.55	
EXPENDITURES	(284,742.51)	
BALANCE	04/30/24	\$1,340,720.03

ACCOUNT BALANCES

04/30/24

General	\$ 21,056.09
Payroll	25,379.18
Sewer	54,377.80
Capital Improvements	426,937.14
Savings	585,328.16
Petty Cash	200.00
Savings (Cashed CD)	0.00
AVAILABLE CASH	\$1,113,278.37
Riverfront	227,441.66
TOTAL	\$1,340,720.03

The Treasurer’s Report for April of 2024 was approved on a motion by Mr. Kelly, seconded by Mr. Haller. **Motion passed unanimously.**

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL:

1. Mr. Ravert stated that Mr. Scott Sell the new Collection System employee is doing well.
2. Mr. Ravert stated that Mitchell Esser failed his DEP exams to become a Certified Wastewater Operator. A short conversation followed.
3. Mr. Rupright reported that he needs more time to complete the pay scale by role.

FINANCE:

1. The Budget Comparison dated 04/30/24 was reviewed by Board Members.
2. PFM Rate Study – A short presentation was given via zoom. Mr. Hill suggested having a monthly workshop meeting, starting June 24, 2024. Ms. Kennedy will advertise these meetings for the fourth Monday of the month June through October at 6:00 PM. November and December’s meetings will be on the third Monday of the month at 6:00 PM. Mr. Miller will provide an updated Capital Improvement Plan.
3. Ms. McKoy, sewer connection at 1050 Friedensburg Road – Mr. Haller stated that he and Mr. Miller attempted to contact Ms. McKoy. She never returned either telephone call.

INSURANCE/PENSION:

1. Mr. Kelly stated that an answer is still needed from the Trust regarding the issue of uninsured and underinsured motorist limits. Mr. Boland, Esq. stated that he can follow up on this issue before the next monthly meeting.

BUILDINGS/GROUNDS/EQUIPMENT:

Mr. Rupright had no report at this time.

SAFETY:

1. Mr. Ravert stated that the employees watch a safety video monthly.

I & I:

F.O.G. PROGRAM:

1. FOG inspections are continuing.
2. The Pretreatment program will be discussed at a later date.

SOLICITOR:

Mr. Boland, Esq. had no report at this time.

SUPERINTENDENT:

1. PennDOT Complaint – Additional paperwork was completed and we should be reimbursed for our expenses.
2. PA One Calls continue to be marked.
3. Generator Maintenance Agreement – Information was exchanged with Martin Energy Group, located in Ephrata, PA. This will be discussed further at the June board meeting.
4. Mr. Ravert found someone to install a lateral jetter on the new flushing truck.
5. A quotation was received from Advanced Rehabilitation Technology in the amount of \$6,864.00 to complete the lining of three manholes. **Motion was made by Mr. Kelly and seconded by Mr. Hill to approve the quotation from Advanced Rehabilitation Technology not to exceed \$7,000.00. Motion passed unanimously.**
6. Antietam High School – They filled in their grease trap for the high school. A telephone call was received to check some piping. There will be a new grease interceptor at a different location.

ENGINEERING

1. H2O Grant Application – We are waiting to hear something from Mr. Rozzi's office regarding reappportioning of H2O funds.

2. Headworks Upgrade & Digester Conversion – The third party line location has been completed.
3. 2024 Pipe Lining – bids were opened 5/16/24. Mr. REHAB was the low bidder at \$282,124.00. Mr. Boland, Esq. stated that we could have Mr. REHAB complete a change order before this job is awarded. **Motion was made by Mr. Kelly and was seconded by Mr. Rupright to approve the bid from Mr. REHAB in the amount of \$282,124.00 as submitted conditioned upon the acceptance of a change order. Motion passed unanimously.**
4. Strong Waste Surcharge Calculation – The Board would like a separate work order.
5. Ms. Quillman – 2800 Prospect Avenue – Sewer Back-up Relief – This was previously discussed.
6. NPDES Permit Renewal – Sampling is scheduled for the week of May 27, 2024.
7. DRBC Docket Renewal – The Application was signed by Mr. Ravert and will be mailed tomorrow.

OFFICE MANAGER:

1. A credit request was received for finance charges from Mrs. Casari, 17 Marshall Avenue in the amount of \$24.91. **Motion was made by Mr. Haller and seconded by Mr. Hill to credit finance charges in the amount of \$24.91. Motion passed unanimously.**
2. A credit request was received for finance charges from Ms. Stahler, of 608 Carsonia Avenue in the amount of \$14.07. **Motion was made by Mr. Kelly and seconded by Mr. Haller to credit finance charges in the amount of \$14.07. Motion passed unanimously.**
3. A brief discussion was held regarding liens. Mr. Hill will contact Mr. Boyle, of MPBMA, to discuss this.

UNFINISHED BUSINESS:

NEW BUSINESS:

ADJOURNMENT:

The next meeting will be June 27, 2024 at 6:00 PM at the Authority.

A motion was made by Mr. Haller and seconded by Mr. Rupright to adjourn the meeting at 7:10 PM. **Motion passed unanimously.**

Respectfully Submitted,

Loretta Kennedy, Assistant Secretary