

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF OCTOBER 24, 2024**

The October 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. Quinn Haller, Treasurer
Ms. Sue Goad, Asst. 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:

Mr. Jamie Schlesinger, PFM
Mr. Cole Thayer, PFM

Absent:

Mr. Nathan Rupright, Secretary

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. Kelly and seconded by Ms. Goad to approve the September 26, 2024 minutes as presented. **Motion passed unanimously.**

A presentation was given by Mr. Schlesinger of PFM regarding the Results of Competitive Bank Loan RFP in the amount of \$3,250,000.00 for Capital Projects as well as the Revised Estimated Sewer Rate Projections. The best Bank Loan Proposal was received from M & T Bank. Mr. Schlesinger stated that one of the requirements of this loan is that the funds be deposited into the AVMA bank account as well as providing M & T Bank a copy of the yearly Audit. A construction account for future use should be opened as well as a separate account for the 2025 Interest in the amount of \$141,244.10.

After a long discussion, a motion was made by Mr. Kelly and seconded by Ms. Good to approve the Revised Sewer Rate Study prepared by PFM. The yearly rate increases will be 7%, 7%, 2%, 1% and 1%. These rates will go into effect immediately. **Motion passed. Mr. Haller was opposed.**

A Motion was made by Mr. Kelly and seconded by Ms. Goad to pass Resolution No. 2024-5 (see attached Resolution) regarding the 2024 Bond Issue with M & T Bank in the amount of \$3,250,000.00. **Motion passed unanimously.**

FINANCE:

Checks for Ratification – October 24, 2024:

General Account: Check Nos. 8213 through 8248 dated 09/30/24 through 10/23/24 in the amount of \$76,640.37 as well as 16 EFTs dated 10/2/24 through 10/21/24, in the amount of \$11,602.25 for a combined total of \$88,242.62 from the General Account.

Payroll Account: Check Nos. V9870305 through V9870310 as well as Check Nos. V9966503 through V9966508 in the amount of \$21,496.03 as well as 4 ACH's and 4 transfers, dated 09/30/2024 through 10/26/2024, in the amount of 10,135.74 for a combined total of \$31,631.77 from the Payroll Account.

The combined total payments from the General and Payroll accounts in the amount of \$119,874.39 were approved on a motion by Mr. Hill, seconded by Mr. Haller. **Motion passed unanimously.**

Treasurer's Report – For the month of September 2024:

ACTIVITY

<u>BALANCE</u>	08/31/24	\$1,181,131.01
RECEIPTS	\$668,960.47	
INTEREST	775.22	
EXPENDITURES	(593,212.59)	
BALANCE	09/30/24	\$1,257,654.11

**ACCOUNT BALANCES
09/30/24**

General	\$ 20,220.64
Payroll	35,048.30
Sewer	3,185.57
Capital Improvements	613,010.24
Savings	358,547.70
Petty Cash	200.00
Savings (Cashed CD)	0.00
AVAILABLE CASH	\$1,030,212.45
Riverfront	227,441.66
TOTAL	\$1,257,654.11

The Treasurer's Report for September of 2024 was approved on a motion by Mr. Hill and seconded by Mr. Haller. **Motion passed unanimously.**

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL:

No report at this time.

FINANCE:

1. The Budget Comparison dated 09/30/2024 was reviewed by Board Members.

2025 BUDGET:

1. A meeting was held with Ms. Goad, Mr. Ravert & Ms. Kennedy to discuss the 2025 Budget. There were significant increases for MRM Insurance Company and Capital Blue Cross. Transportation charges increased by .5188/centers per EDU for the City of Reading. A preliminary budget worksheet will be provided at the November monthly meeting.

INSURANCE/PENSION:

1. Mr. Kelly reported that he is not ready to proceed with flood insurance for the pumpstation. A short explanation followed.

BUILDINGS/GROUNDS/EQUIPMENT:

1. Mr. Boland, Esq. mentioned that he prepared a Lease Agreement between the Borough of Mt. Penn and AVMA and forwarded this draft to Mr. Ahrens at the Borough.

SAFETY:

1. Employees will be watching an Active Shooter Presentation on 11/6/2024.

I & I:

No report at this time.

F.O.G. PROGRAM:

1. FOG inspections are continuing.

SOLICITOR:

1. Mr. Boland, Esq. stated that the litigation for the Endlich Avenue matter is proceeding.

SUPERINTENDENT:

1. PA One Calls continue to be marked. Everything is up to date. It was mentioned that Redners Market is doing soil testing for a possible addition to the store.
2. Ongoing projects – Not much going on.
3. The grinder pump for Ms. Quillman has been installed. The contractor will finish repairs to her yard in the spring.
4. Lateral Jetter - Kochel ordered the lateral jetter from a company in Florida that was affected by the most recent hurricane.
5. Manhole Lining – Advanced Rehabilitation lined three manholes.

6. Hauling Sludge from the holding tanks - Sludge hauling directly from the holding tanks would be cheaper than belt pressing it. This sludge would be taken to a different wastewater treatment facility. A short conversation followed.

ENGINEERING

1. Grants were briefly discussed. Ms. Kennedy will forward an email showing all available grants to the AVMA Board Members.
2. Capital Improvement Plan Study – Projects previously summarized have been prioritized for consideration and cost estimates adjusted by staff. It was mentioned that prices continue to increase!
3. Headworks Upgrade & Digester Conversion – We seek approval to pursue combining the Digester project with the Plant 2 Aeration & RAS Pump Control Replacement. 30% Plan to be presented at meeting.
4. 2024 Pipe Lining – This work has been completed. Payment application and closeout documents are under review. Expect to pay this next month.
5. Strong Waste Surcharge Calculation – This work has been tabled.
6. NPDES Permit Renewal – The application has been submitted but will be considered incomplete until the missing WET tests are completed. The current Permit will remain in effect.
7. 1050 Friedensburg Road – Preliminary Plans are nearly complete. The Highway Occupancy Permit Application will be submitted this week. The plans will be presented at the meeting.
8. Secondary Clarifier Rehabilitation Project – Conversations regarding the level of detail provided by Veolia/Copperstate are ongoing. We will have a proposal to provide Bid Documents for this work once the scope is more clearly defined.

OFFICE MANAGERS REPORT:

1. There are three Sewer Credit Requests:

Nicholas Fisher, 221 Laurel Avenue – A hose was left running outside. Motion was made by Mr. Haller and seconded by Mr. Hill to issue a credit in the amount of \$279.90. **Motion passed unanimously.**

Marc Gonzalez, 607 Butter Lane – A toilet was running. Motion was made by Mr. Haller and seconded by Mr. Hill to issue a credit in the amount of \$626.60. **Motion passed unanimously.**

Joanne Bilski, 1941 Fairview Avenue – A toilet was running. Motion was made by Mr. Haller and was seconded by Mr. Hill to issue a credit in the amount of \$492.09. **Motion passed unanimously.**

2. Motion was made by Mr. Hill and seconded by Mr. Haller to purchase turkeys for the employees for Thanksgiving. **Motion passed unanimously.**

UNFINISHED BUSINESS:

NEW BUSINESS:

ADJOURNMENT:

The next board meeting will be held on November 21, 2024 at 6:00 PM at the Authority.

A motion was made by Mr. Haller, seconded by Mr. Hill to adjourn the meeting at 7:55 PM.
Motion passed unanimously.

EXECUTIVE SESSION:

Mr. Hill, the Chairman called an Executive Session to discuss matters of personnel.

Respectfully Submitted,

Loretta Kennedy, Assistant Secretary