

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF DECEMBER 19, 2024**

The December 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. Nathan Rupright, Secretary
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

Absent:

Mr. Quinn Haller, Treasurer
Mr. Francis Kelly, Vice-Chairman

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. Rupright and seconded by Ms. Goad to approve the November 21, 2024 minutes as presented. **Motion passed unanimously.**

FINANCE:

Checks for Ratification – December 19, 2024:

General Account: Check Nos. 8286 through 8302 dated 11/25/24 through 12/18/24 in the amount of \$62,210.44 as well as 20 EFTs dated 11/23/24 through 12/18/24, in the amount of \$13,182.16 for a combined total of \$75,392.60 from the General Account.

Payroll Account: Check Nos. V10281569 through V10281575 as well as Check Nos. V10363617 through V10372852 and Check No 50088 in the amount of \$22,915.81 as well as 5 ACH's and 4 transfers, dated 11/26/2024 through 12/10/2024, in the amount of \$10,728.28 for a combined total of \$33,644.09 from the Payroll Account.

The combined total payments from the General and Payroll accounts in the amount of \$109,036.69 were approved on a motion by Mr. Hill, seconded by Mr. Rupright. **Motion passed unanimously.**

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

ACTIVITY

<u>BALANCE</u>	10/31/24	\$1,265,423.54
RECEIPTS		\$1,157,186.88
INTEREST		677.49

EXPENDITURES (1,150,860.81)

BALANCE 11/30/24 \$1,272,427.10

ACCOUNT BALANCES

11/30/24

General	\$ 21,870.75
Payroll	20,865.38
Sewer	19,171.28
Capital Improvements	174,597.19
Savings	568,380.84
Petty Cash	100.00
Savings (Cashed CD)	0.00
AVAILABLE CASH	\$ 804,985.44
Riverfront CD	227,441.66
Tompkins CD	240,000.00
TOTAL	\$1,272,427.10

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

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL:

1. Motion was made by Mr. Rupright and seconded by Ms. Goad to gift the AVMA employees a \$100.00 gift card. **Motion passed unanimously.**

FINANCE:

1. The Budget Comparison dated 11/30/24 was reviewed by Board Members.

2. A motion was made by Mr. Rupright was seconded by Ms. Goad to approve the 2025 Final Budget. **Motion passed unanimously.**

INSURANCE/PENSION:

1. Mr. Hill signed the updated paperwork for the Uninsured and Underinsured Motorist Coverage with MRM choosing coverage in the amount of \$100,000.00. The existing insurance policy expires 12/31/24 and updated paperwork had to be signed and submitted to renew our insurance for 2025. Mr. Boland, Esq. stated that we have been working on this issue for a few years.

BUILDINGS/GROUNDS/EQUIPMENT:

1. Soil testing is being completed for the new Borough of Mt. Penn garage on December 23, 2024. The revised garage design will be forwarded to us next week, with Mr. Boland, Esq. and H. D. Miller being copied.

2. A quotation was received from Pro Max Fence Systems in the amount of \$23,790.00. Mr. Ravert will get two more quotations. Mr. Hill would like this item to stay on the agenda.

3. Mr. Hill questioned Mr. Ravert if he is getting flood gates for the pumpstation. Mr. Ravert will order these in 2025.

4. Mr. Ravert stated that the new Cues Representative stopped in the office yesterday. He questioned him why it's taking so long to have our camera repaired. The Representative checked into this with the company and notified Mr. Ravert that it is now on the bench.

5. Mr. Ravert reported that he went to Levan to see when the new truck bed will be delivered. He was told that it will be in one of the next two shipments to Levan.

SAFETY:

No Report at this time.

I & I:

No Report at this time.

F.O.G. PROGRAM:

No Report at this time.

SOLICITOR:

1. Attorney Boland stated that the litigation for the Endlich Avenue matter is proceeding.

2. Attorney Boland mentioned that after Mr. Hill attended Lower Alsace Township's Board Meeting regarding extending AVMA's Articles of Incorporation by 50 years, Lower Alsace Township approved the advertisement of the Ordinance. Mr. Hill mentioned that he will be attending the Borough of Mt. Penn's Workshop Meeting on January 21, 2025 to discuss this issue. Attorney Boland is unable to attend.

3. Mr. Boland prepared Lein Resolution No. 2024-7 which approves the Mount Penn Borough Municipal Authority to file liens for the Antietam Valley Municipal Authority for unpaid sewer bills. Motion was made by Mr. Rupright and seconded by Mr. Hill to adapt this Resolution.
Motion passed unanimously.

SUPERINTENDENT:

1. PA One Calls continue to be marked.

2. The second round of WETT Testing has been completed through Suburban Labs. We are waiting for the test results.

3. Ongoing projects:

We have been working on getting heaters installed in the grit building and in the greenhouse. An insulated blanket was purchased to keep the polymer warm. An electrician came in and got the heater running in the belt press area. It will eventually be connected to a thermostat.

ENGINEERING

1. Entech Work Order #P240769.000 for the 2024 State-Wide Local Share Account Grant Application was submitted in the amount of \$1,000,000 on November 27, 2024. Funding is targeted for the Headworks and Digester projects.
2. Headworks and Digester Conversion – Work continues. The Digester Project is at approximately 70% design completion. A screen vendor will come to AVMA and size things. This is part of the normal design process.
3. 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.
4. 1050 Friedensburg Road – A bid tabulation was provided. Three bids were received. Barrasso Excavating was the low bidder in the amount of \$62,800.00. Entech has had favorable experiences with the contractor and recommend awarding the contract for construction pending a review by the Solicitor. Entech will proceed with the administration of the contracts, including issuing a Notice of Award. Notice to Proceed will be issued administratively contingent on satisfactory receipt, review, and approval of contract Documents specified in the Notice of Award.

Motion was made by Mr. Hill and was seconded by Mr. Rupright to award the contract for the 1050 Friedensburg Road project to Barrasso Excavation, Inc. in the amount of \$62,800.00.

Motion passed unanimously.

5. Motion was made by Mr. Hill and seconded by Ms. Goad to authorize Entech to be an agent for the AVMA for a Highway Occupancy Permit and to approve the Resolution that designates a signatory for the permit and the application upon presentation. **Motion passed unanimously.**
6. Mr. Hill asked that an engineer attend January's Board Meeting to present a proposed timeline for the ongoing AVMA projects.

OFFICE MANAGERS REPORT:

1. Motion was made by Mr. Hill and seconded by Mr. Rupright to advertise the 2025 meeting dates.
2. An updated telephone contact list was including in the monthly packet.
3. Pennsylvania Municipal Health Insurance Cooperative issued AVMA a check in the amount of \$18,942.84 for the final 2023 disbursement.
4. Sewer Forgiveness Requests were received from two customers:

Pierre Wadleen of 7 Park Street. A hose was left running in their backyard. Motion was made by Mr. Hill and seconded by Mr. Rupright to issue a sewer credit in the amount of \$400.00. **Motion passed unanimously.**

Rafael Figueroa of 218 Woodland Avenue. There was a leak behind his shower. Motion was made by Mr. Hill and was seconded by Ms. Goad to issue a sewer credit in the amount of \$1,400.00. **Motion passed unanimously.**

UNFINISHED BUSINESS:

NEW BUSINESS:

Mr. Hill suggested that we have a Christmas get together after our January Board Meeting. Ms. Kennedy & Attorney Boland will discuss this.

ADJOURNMENT:

The next board meeting will be held on January 23, 2025 at 6:00 PM at the Authority.

A motion was made by Mr. Hill and seconded by Ms. Goad to adjourn the meeting at 7:20 PM.
Motion passed unanimously.

Respectfully Submitted,

Loretta Kennedy, Assistant Secretary