

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF FEBRUARY 27, 2025**

The February 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
Ms. Sue Goad, Treasurer
Mr. Nathan Rupright, Assistant Treasurer

Also Present:

Mr. Brian Boland, Esq., Solicitor
Mr. H. David Miller, Entech Engineering
Mr. Christopher Hannum, PE, Entech Engineering
Mr. Joseph Ravert, Jr., Superintendent

Visitor:

Mr. Rich Ritzer, CBIZ, InR

Absent:

Mr. Quinn Haller, Secretary
Ms. Loretta Kennedy, Assistant 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. Rupright and seconded by Ms. Goad to approve the January 23, 2025 minutes as presented. **Motion passed unanimously.**

A presentation was given by Mr. Ritzer, of CBIZ InR, regarding AVMA's pension plan. Mr. Ritzer stated that AVMA's plan is 60% stocks and 40% bonds. The plan is net 7.84%. It benefited AVMA by lowering the rate to 5%. This is a very healthy plan. Mr. Ritzer explained that it may be beneficial for AVMA to take on a little less risk. Motion was made by Mr. Hill and was seconded by Mr. Kelly to change the plan to 50% stocks and 50% bonds. **Motion passed unanimously.**

FINANCE:

Checks for Ratification – February 27, 2025

General Account: Check Nos. 8337 through 8364 and Check No. 8367 dated 01/22/2025 through 02/26/2025 in the amount of \$125,797.23 as well as 26 EFTs dated 01/13/25 through 02/25/25 in the amount of \$15,028.32 for a combined total of \$140,825.55 from the General Account.

Payroll Account: Check Nos. V10747676 through V10747681 as well as Check Nos. VMr10830597 through V10830602 in the amount of \$22,017.84 as well as 4 ACH's and 4 transfers, dated 02/05/25 through 02/20/25, in the amount of \$10,176.07 for a combined total of \$32,193.91 from the Payroll Account.

The combined total payments from the General and Payroll accounts in the amount of \$173,019.46 were approved on a motion by Mr. Kelly and seconded by Mr. Rupright.
Motion passed unanimously.

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

ACTIVITY

<u>BALANCE</u>	12/31/2024	\$1,221,381.08
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RECEIPTS	\$410,086.98
INTEREST	598.69
EXPENDITURES	(383,284.21)

BALANCE	01/31/2025	\$1,248,782.54
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**ACCOUNT BALANCES
01/31/2025**

General	\$ 18,877.30
Payroll	19,842.27
Sewer	11,288.27
Capital Improvements	174,609.03
Savings	546,592.33
Petty Cash	100.00
Savings (Cashed CD)	0.00
AVAILABLE CASH	\$ 771,309.20
Riverfront CD	235,959.69
Tompkins CD	241,513.65
TOTAL	\$1,248,782.54

The Treasurer's Report for January was approved on a motion by Mr. Hill and seconded by Mr. Kelly. **Motion passed unanimously.**

COMMITTEE REPORTS

ADMINISTRATION/PERSONNEL

No report at this time.

FINANCE:

1. The Budget Comparison dated 1/31/2025 was reviewed by Board Members.

2. Riverfront CD will be taken care of by Mr. Hill.

INSURANCE/PENSION:

1. Mr. Kelly found a section with the PA Insurance Department that included insurance coverage questions. Mr. Kelly read a statement that he would like to submit regarding the Uninsured/Underinsured insurance coverage. All board members are in agreement with Mr. Kelly proceeding.

BUILDINGS/GROUNDS/EQUIPMENT:

1. Mr. Ravert stated that he got three quotations for fencing. He is going to reach out to All Type Fence to submit a quote including automation.

SAFETY:

1. Mr. Ravert stated that one or two safety videos are being watched monthly.
2. A new tailgate is getting installed on the F250. Years ago a pump was on the back of the truck and when the employee lifted it up it fell off and injured him. On the new truck the bed was extended so pumps can be loaded safely on the trucks.

I & I:

1. Entech was at the plant on February 26, 2025 doing the survey at George & Butter. The manhole was opened and was halfway full. The next manhole up was 20 feet deep. Exeter Township came down with their jet and vacuum truck to clean the line. They retrieved three large pieces of grease.

F.O.G. PROGRAM:

No Report at this time.

SOLICITOR:

1. Attorney Boland stated that a letter was sent to Barasso regarding the litigation. Barasso responded with a letter and a lower settlement number. Mr. Boland, Esq. went on to explain nine items listed in the letter. Mr. Ravert answered some of the questions.
2. The articles of incorporation are being advertised by Lower Alsace's attorney. Mr. Boland, Esq. will reach out to the Borough of Mt. Penn's attorney for an update.

SUPERINTENDENT:

1. PA One Calls continue to be marked.
2. The Chlorination system was redone by Heritage. They replaced tubing. The calibration of chlorine was not correct. Heritage will be returning tomorrow morning to recalibrate the system and make sure everything is working properly.
3. The Ford F250 Update – Levan is not responding to telephone calls or emails regarding the status.
4. The next round of WETT Testing is scheduled to begin March 17, 2025 through Enviro Science. This is the last test needed for our Permit Renewal.
5. The Borough of Mt. Penn's backhoe has been repaired. Our portion was \$4,000.00. The total charge to repair this backhoe was \$20,000.00.
6. Lining for 2025 was briefly discussed.

ENGINEERING

1. Headworks Upgrade – Design continues. The second survey was conducted on Wednesday, February 26, 2025. Mr. Hannum stated that there is stagnation in the lines. A brief explanation followed. When the survey results are received, Mr. Hannum would like to have a meeting to discuss the results. Mr. Ravert stated that he believes the current headworks is too small to handle the flow. A brief discussion followed.
2. Digester Conversion – Design continues. Project cost control alternatives are being discussed. Mr. Hannum stated that this should be bid ready by May of 2025.
3. Chapter 94 Report – This report will be submitted to PA DEP by the March 31, 2025 deadline.
4. NPDES Permit Renewal – The application has been submitted but will be considered incomplete until the results of the final WETT test, scheduled for March 17, 2025 are submitted to the DEP. The current Permit will remain in effect.
5. 1050 Friedensburg Road – A pre-construction meeting has been scheduled for Monday, March 3, 2025 and a Notice to Proceed will be issued. This work is outside of the PennDOT Right-Of-Way therefore, no Highway Occupancy Permit or PennDOT inspection is required.
6. Secondary Clarifier Rehabilitation Project – We will have a proposal to provide bid documents for this work once the scope is more clearly defined.
7. LSA Funding Application – The application is for \$1,000,000 and was submitted to DCED on November 27, 2024. Award announcements are expected on September 30, 2025.

OFFICE MANAGERS REPORT:

1. A yearly credit was received from Pennsylvania One Call in the amount of \$434.13.
2. The second part of the credit request from Pierre Wadleen, 7 Park Street was submitted. This customer had a hose running in their backyard. Motion was made by Mr. Kelly and seconded by Mr. Rupright to issue a credit in the amount of \$1,000.00. **Motion passed unanimously.**

UNFINISHED BUSINESS:

ADJOURNMENT

At 8:00 PM the Chairman, Mr. Hill made a motion and was seconded by Mr. Kelly to adjourn to an Executive Session to discuss billing issues.

Respectfully Submitted,

Loretta Kennedy, Assistant Secretary