ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF MAY 28, 2026

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
Ms. Sue Goad, Treasurer
Mr. Nathan Rupright, Assistant Treasurer
Mr. Quinn Haller, Secretary

Also Present:
Mr. Brian Boland, Esq., Solicitor
Mr. H. David Miller, Entech Engineering
Mr. Michael Scheuing, Superintendent
Ms. Loretta Kennedy, Assistant Secretary

Visitor:
Mr. Rich Ritzer, CBIZ InR via Zoom

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

Mr. Ritzer presented the Antietam Valley Municipal Authority Pension Performance Report. The Authority's Account Allocation is 46.19% bonds, 51.43% Equity and 2.38% Cash and Equivalents. AVMA is assuming a 5% return, which is very realistic. This is a very mature plan with ninety nine percent of employees being retired. A 6.3% return is expected. A brief discussion followed.

FINANCE:

Checks for Ratification – April 24, 2026
General Account: Check Nos. 8739 through 8762, dated 03/30/26 through 04/22/2026, in the amount of $53,289.53 as well as twenty five EFTs dated 03/25/2026 through 04/21/2026 in the amount of $18,552.18 for a combined total of $71,841.71 from the General Account.

Payroll Account: Check Nos. V13400131 through V13400135 as well as V13471468 through V13471472 in the amount of $20,094.67 as well as four ACH's and four transfers, dated 03/31/2026 through 04/15/2026 for a combined total of $28,660.85 from the Payroll Account.

The combined total payments from the General and Payroll accounts in the amount of $100,502.56 were approved on a motion by Ms. Goad and seconded by Mr. Rupright. **Motion passed unanimously.**

Checks for Ratification – May 28, 2026
General Account: Check Nos. 8763 through 8796, dated 04/27/26 through 05/27/2026, in the amount of $700,836.01 as well as twenty three EFTs dated 04/23/2026 through 05/27/2026 in the amount of $15,954.14 for a combined total of $716,790.15 from the General Account.

Payroll Account: Check Nos. V13561450 through V13561455 as well as V13641966 through V13641971 and V1372069 through V13722074 in the amount of $33,485.19, dated 4/30/2026 through 5/27/2026 as well as six ACH's and six transfers, dated 04/27/2026 through 05/27/2026 in the amount of $13,642.50 for a combined total of $47,127.69 from the Payroll Account.

The combined total payments from the General and Payroll accounts in the amount of $763,917.84 were approved on a motion by Ms. Goad and seconded by Mr. Rupright. **Motion passed unanimously.**

Treasurer's Report – For the month of March 2026:

ACTIVITY

BALANCE	**02/28/2026**		**$1,267,597.23**
RECEIPTS		$ 346,743.18	
INTEREST		$ 482.37	
EXPENDITURES		$ (507,580.73)	
BALANCE	**03/31/2026**		**$1,107,242.05**

ACCOUNT BALANCES
03/31/2026

General	$ 22,267.20
Payroll	19,954.47
Sewer	1,846.73
Capital Improvements	197,561.51
Savings	372,303.56
Petty Cash	100.00
AVAILABLE CASH	**$ 614,033.47**
Riverfront CD	242,391.29
Tompkins CD	250,817.29
TOTAL	**$1,107,242.05**

The Treasurer's Report for March 2026 was approved on a motion by Mr. Haller and seconded by Mr. Kelly. **Motion passed unanimously.**

Treasurer's Report – For the month of April 2026:

ACTIVITY

BALANCE	**03/31/2026**		**$1,107,242.05**
RECEIPTS		$ 457,653.39	
INTEREST		$ 391.34	
EXPENDITURES		$ (302,026.39)	
BALANCE	**04/30/2026**		**$1,263,260.39**

ACCOUNT BALANCES
04/30/2026

General	$ 19,344.58
Payroll	19,945.71

Sewer	78,995.41
Capital Improvements	197,568.00
Savings	454,098.11
Petty Cash	100.00
AVAILABLE CASH	**$ 770,051.81**
Riverfront CD	242,391.29
Tompkins CD	250,817.29
TOTAL	**$1,263,260.39**

The Treasurer's Report for April 2026 was approved on a motion by Mr. Haller and seconded by Mr. Kelly. **Motion passed unanimously.**

COMMITTEE REPORTS

Motion was made by Mr. Rupright and seconded by Ms. Goad to accept the March minutes as presented. **Motion passed unanimously.**

ADMINISTRATION/PERSONNEL

1. Mr. Rupright stated that the Job Descriptions/Pay Ranges for AVMA employees were completed. Motion to accept these Job Descriptions/Pay Ranges as presented by Mr. Rupright was made by Mr. Haller and seconded by Mr. Kelly. **Motion passed unanimously.**

2. Mr. Rupright reported that he completed the AVMA Employee Total Compensation Summary. After a brief explanation by Mr. Rupright a motion was made by Mr. Kelly and seconded by Ms. Goad to accept the Employee Total Compensation Summary as presented by Mr. Rupright. **Motion passed unanimously.**

3. Mr. Rupright and Mr. Scheuing will meet with the employees and provide them with their Total Compensation Summary and do a six month salary review.

FINANCE:

1. The Budget Comparison dated 04/30/2026 was reviewed by Board Members.

2. Mr. Rupright stated that his employer reimburses them $50 per month for cell phone expense. After a brief discussion motion was made by Mr. Haller and seconded by Mr. Kelly to approve a $250.00 cell phone allowance for Ms. Kennedy. **Motion passed unanimously.**

3. A discussion was held regarding available sick and vacation time for new hires on probation. No changes will be made at this time.

INSURANCE/PENSION:

1. Attorney Boland will have the Resolution to amend the 457 B Plan to make employees eligible after ninety days prepared for the June meeting.

BUILDINGS/GROUNDS/EQUIPMENT:

1. Mr. Scheuing was asked to get three quotations for concrete repairs to the old pump house.

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SAFETY:

1. The employees watched a safety video regarding the changing of chlorine tanks.

SOLICITOR:
No Report At This Time

SUPERINTENDENT:

1. PA One Calls continue to be marked.

2. DMR's were submitted.

3. Repairs were made to gate two in plant two. There is one more gate to repair. Mr. Hill stated that he shared a video with the Board.

4. Mr. Hill questioned if Mr. Hartman's computer software issue was resolved. Mr. Rupright will check out the maintenance computer when he meets with Mr. Scheuing and employees.

5. Plant 2 chart issue – Allied Control will be providing a quotation on two different types of recorders.

6. The belt press machine was retrieved from Spring Township. It was stripped down and now we have back up parts for our belt filter press.

7. A new AVMA sewer system map was requested from H.D. Miller. Mr. Scheuing will provide Ms. Kennedy the monthly collection system data to be updated monthly.

ENGINEERING

1. Headworks Upgrade – Milestones were provided for the project.

2. NPDES Permit Renewal – The new Permit went into effect on May 1, 2026.

3. Operations/Administration Support is provided as requested throughout the month.

OFFICE MANAGERS REPORT:

1. Requests for sewer forgiveness were received from:

Dennis Rhoads, 705 Friedensburg Road. A pipe burst and caused major damage. Mr. Scheuing stated that there was no floor drain. Motion was made by Mr. Kelly and was seconded by Mr. Rupright to approve a credit in the amount of $6,549.59. **Motion passed unanimously.**

Juan Hernandez, 176 Taft Avenue. A pipe burst and the water entered a sump pit which was pumped outside. There was no floor drain. Motion was made by Mr. Rupright and seconded by Mr. Haller to approve a credit in the amount of $1,130.92. **Motion passed unanimously.**

Robert Cortes, Jr., 1931 Fairview Avenue. The hot water heater leaked. Mr. Scheuing stated that Mr. Esser investigated and there was no floor drain. Motion was made by Mr. Hill

and was seconded by Mr. Haller to approve a credit in the amount of $450.28. **Motion passed unanimously.**

2. Two dividend checks were received from MRM totaling $16,009.82.

NEW BUSINESS:

ADJOURNMENT

At 7:50 PM motion to adjourn was made by Mr. Hill and was seconded by Mr. Haller. **Motion passed unanimously.**

Respectfully Submitted,
Loretta Kennedy, Assistant Secretary