

ANTRIM TOWNSHIP MUNICIPAL AUTHORITY  
REGULAR MEETING MINUTES FOR  
October 30, 2023

The Antrim Township Municipal Authority met Monday, October 30, 2023 at 7:00 pm in the Antrim Township Municipal Building located at 10655 Antrim Church Road with the following members in attendance: Michael Smith, Chairman, Rodney Rose, Chad Murray, and Tim Kershner. Also in attendance were Roger Nowell, Public Works Director Linus Fenicle, Solicitor and Crystal Mummert, Recording Secretary. Rodney Eberly was absent.

Chairman Smith called the meeting to order at 7:02 p.m. and announced that the meeting was being audio recorded.

There was no public comment

A Murray/Rose motion passed 4-0 to approve the minutes of the September 25, 2023 meeting as written.

A Murray/Rose motion passed 4-0 to approve payment of bills as presented for Funds 06, 97, 98 and 99.

Tina Gipe of Boyer & Ritter attended the meeting virtually and gave a presentation of the 2022 Financials. A Murray/Rose motion passed 4-0 to approve the 2022 Financials as presented.

A Murray/Rose motion passed 4-0 to table the following plans:  
SEWER

- A. Century Industrial Development, Molly Pitcher Hwy**
- B. Heritage Estates West – Phases 2 & 3, 111 Lot Subdivision, Delanie Dr**
- C. Greencastle (Buchanan) DGS, Land Development, Buchanan Trail West**
- D. ACBP Lot 7R Grading Plan, Land Development, Molly Pitcher Hwy**
- E. ACBP Conservancy Lane, Land Development, Molly Pitcher Hwy**
- F. ACBP Conservancy Lane, 1-lot Subdivision, Molly Pitcher Hwy**
- G. Gavin Strait, 1-lot Subdivision, Williamson Rd**
- H. Red Oaks Estates lots 9-28 & 63-79, 37 lot Subdivision, Scarlet Circle**
- I. ACBP Lot 7R & Conservancy Lane , Land Development, Molly Pitcher Highway**

A Murray/Rose motion passed 4-0 to table the following plans:  
SEWER AND WATER

- A. Keystone Crossing, 120-unit subdivision, South Young Rd**
- B. US Cold Storage, Land Development, Hykes Rd**
- C. Core5 at Mason Dixon LLC Land Development, Greenmount Road**

Nowell reported that the following plans would be removed at some point.

**ACBP Lot 7R Grading Plan, Land Development, Molly Pitcher Hwy**

**ACBP Conservancy Lane, Land Development, Molly Pitcher Hwy**

**ACBP Conservancy Lane, 1-lot Subdivision, Molly Pitcher Hwy.**

These plans would be combined into the

**ACBP Lot 7R & Conservancy Lane , Land Development, Molly Pitcher Highway**

A Murray/Kershner motion passed 4-0 to approve the **Helen I Shook Irrevocable Trust to ATMA** well outlot plan. Per Solicitor Fenicle, the well outlot plan is subject to the subdivision plan being approved and recorded. We would then proceed with settlement which is the second Tuesday of November (11/14/23)

In addition, a Murray/Rose motion passed 4/0 to authorize chairman to sign all necessary settlement documents pending approval by the Planning Commission and the Board of Supervisors.

A Murray/Rose motion passed 4-0 to recognize the **Meyers Enterprises, Land Development, Zargr Road** plan.

A Murray/Rose motion passed 4-0 to approve **ACBP Lot 7R & Conservancy Lane-Sewer Exemption.**

A Murray/Rose motion passed 4-0 to approve **Chloe Court Partnership-Sewer Exemption.**

A Murray/Rose motion passed 4-0 to approve **Helen I. Shook Irrevocable Trust to ATMA – RFPW-NBD.**

A request was received from Joshua Castle at 636 Hykes Road regarding High usage due to a leak that was discovered. Castle provided documentation for the repair of the leak. A Murray/Rose motion passed 4-0 to approve the requested reduction in the standard way – which is 50% of the difference between their average invoice and the current invoice. Current invoice is \$533.70 MINUS the average of the previous 4 quarters  $\$271.20 = 262.50 / 2 = \$131.25$  reduction amount.

A Murray/Rose motion passed 4-0 to table the request from Russell Hutzell at 702 Rutherford Drive for any reduction due to a report from the water department that the meter is reading normal and that a note was left requesting contact and no one has contacted.

A Murray/Rose motion passed 4-0 to grant authorization for Chairman to sign the Loan Agreement between the ATMA and the Board of Supervisors upon BOS approval for the Fire Hydrant Project. Supplier has some materials on site (balance of supplies is a couple weeks out) and we can start early 2024 as the utilities staff will complete the project in house. Murray addressed the matter of the ATMA asking the BOS for forgiveness of the loan as the ATMA has no benefit from this project and are not responsible for providing fire protection.

A Murray/Rose motion passed 4-0 to approve a request from Nowell a payment in the amount of \$6400.00 for Triad Geotechnical to complete a study for the pump station 17 and 24 building repairs.

Nowell reported on the State Line Water project stating that site prep work is continuing and Mid-Atlantic Tank to be on site November 6<sup>th</sup> to begin digging footers.

Nowell reported that Wastewater Treatment Plant Operations are going well, with ADF for Nitrogen year at .610 MGD and TN for Nitrogen year 2022-2023 at 8,590 lbs putting us at a total of 13,328 lbs under the limit. ADF for Phosphorus year is .610 MGD and TP for Phosphorus year 2022-2023 is 1,823 lbs putting us at 1099 lbs under the limit. Nowell plans to offer Nitrogen and Phosphorus credits for sale this year when the Chesapeake Bay Spreadsheet is completed.

Water Treatment Plant Operations are going well. Nowell reported a leak that was repaired on Glade Terrace.

Murray asked the Board if they should re-visit possible water rate increases for 2024. Per Nowell, he and the Secretary would put proposals together for the November or December meeting. The comment was made about raising the tap fees, which does not help with the day to day expenses. Even a minimal increase could help greatly with our expenses, repairs and upgrades. Nowell reported that the first 2024 billing would be April 1 and we should be able to put together an acceptable plan.

With all agenda items addressed, a Rose/Murray motion passed 4-0 to adjourn the meeting at 7:56 pm.

A work session is scheduled for Monday, November 6, 2023 at 7:00 pm (if needed) and the next regular meeting is scheduled for Monday, November 20, 2023 at 7:00 pm.

Respectfully Submitted

Crystal D. Mummert  
Recording Secretary