

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF OCTOBER 27, 2016**

The October meeting of the Antietam Valley Municipal Authority was held on the above-captioned date with the following answering the roll call:

Mr. Troy Goodman, Chairman
Ms. Pamela Keeler, Vice-Chairperson
Ms. Claudia Hurwitz, Secretary
Mr. Dave Wojchegoski, Treasurer

Also Present:

Mr. Brian Boland, Esq., Kozloff Stoudt
Mr. Steven Riley, Entech Engineering
Mr. Kerry Ustaszewski, Superintendent
Ms. Loretta Kennedy, Office Manager/Assistant Secretary

Absent:

Mr. Curt Hill, Asst. Treasurer

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

Motion was made to approve the minutes dated September 22, 2016 by Ms. Hurwitz and was seconded by Mr. Wojchegoski. **Motion passed unanimously.**

NEW BUSINESS:

Ms. Keeler reported that she upgraded the Antietam Valley Municipal Authority's website and asked that everyone take the time to check it out.

FINANCE:

1. Checks for Ratification – October of 2016: Check Nos. 5101 through 5139 and EFT's totaling \$70,059.77 dated 09/23/16 through 10/28/2016 from the General Account as well as Check No. 2525 through 2529, one transfer and EFT's totaling \$19,231.33 dated 10/06/16 through 10/21/16 from the Payroll Account for a combined total of \$89,291.10 were approved on a motion by Ms. Keeler and seconded by Mr. Wojchegoski. **Motion passed unanimously.**

Treasurer's Report – For the month of September of 2016:

<u>VIST Bank</u>	
Checking	\$ 25,984.87
Savings	\$ 243,336.13
Payroll	\$ 10,522.71
Sewer Revenue	\$ 697,471.83

Capital Improvements	\$ 460,058.34
<u>Other</u>	
Morgan Stanley	
Beginning Balance:	\$ 73,727.31
Receipts	\$ 13.15
Expenses	<u>\$ 0.00</u>
Ending Balance	\$ 73,740.46
 Total Cash Available	 \$ 1,511,114.34

Motion was made by Ms. Keeler and was seconded by Mr. Wojchegoski to accept the Treasurer's Report for September of 2016. **Motion passed unanimously.**

MPBMA:

There was no report at this time.

SAFETY:

Mr. Ustaszewski presented the Safety Report.

1. Mr. Ustaszewski reported that the repairs to the concrete steps were completed.

FINANCE:

Ms. Keeler presented the Finance Report.

1. A budget meeting is scheduled for November 7th, 2016.

PERSONNEL:

Mr. Ustaszewski presented the Personnel Report.

1. Mr. Ustaszewski mentioned that Mr. McDevitt has a doctor's appointment and may be cleared for work starting October 28, 2016. Ms. Kennedy was directed to provide Mr. McDevitt with a form detailing his job duties, to be signed by his Doctor before Mr. McDevitt can return to his normal duties.

PENSION:

There was no report at this time.

SOLICITOR:

Mr. Brian Boland, Esq. presented the Solicitor's Report.

1. Mr. Boland, Esq. provided an update on the situation with Penn View Mobile Home Park and explained to the Board that the easements were found between the previous owner of the Penn View Mobile Home Park and Lower Alsace Township. A letter, map and old plans showing manholes with the old numbers were mailed to Fox Rothschild. A short explanation followed. Motion was made by Ms. Hurwitz and was seconded by Mr. Wojchegoski to direct Penn View Mobile Home Park to move the trailer off Manhole Number 108 by November 30, 2016 and authorize the Solicitor to file an appropriate action in court to require the removal. **Motion passed unanimously.**

SUPERINTENDENT:**Mr. Ustaszewski presented the Superintendent's Report.**

1. The DMRs for September of 2016 have been submitted.
2. The Capital Improvements Committee met to discuss the Capital Budget.
3. There was a pump failure at the Pump House. Xylem found that the problem was a faulty transducer.

ENGINEERING/CAPITAL IMPROVEMENTS:**Mr. Sassaman presented the Engineering/Capital Improvements Report.**

1. Entech responded to a letter from DEP on the Chapter 94 Report review. Today we received an email from Aaron Baar, of the DEP, that had balloon comments attached to Entech's original letter. Discuss response with AVMA.
2. On the Sludge Thickener Project, Eastern Environmental Contractors removed the new Vogelsang Pump and it was sent back to the factory to be checked. It requires repair and EE will pay for the repair. We have contacted EEC and the Vogelsang Representative but have not heard a date yet.
3. Sewer Lining work – we have discussed reducing the areas to be lined for 2016 and do the others next year. We will get a price quote to see if the work can be done below the bidding threshold.
4. Gehring Company has started the first clarifier cover to prevent algae growth. They plan to be at the plant next week to gather some additional measurements to assure it fits right. We have not heard a firm delivery date yet. Installation could now wait until spring if Kerry wants.

OFFICE MANAGER**Ms. Kennedy presented the Office Manager Report**

1. The OmniSite 3G Radio Upgrade was discussed. Motion was made last month to Purchase a Field Radio Upgrade Kit in the amount of \$225.00. Ms. Kennedy reported that she made a mistake and this is not an option. Mr. Ustaszewski stated that he will check other options with Allied Control Services and report back at the November of 2016 meeting.
2. Check No. 3124, in the amount of \$10,612.00 was received from the PA Municipal Health Insurance Cooperative. This is the final distribution for Blue Cross for 2015.
3. The Transportation Rates from the City of Reading from 4/2017 to 3/2018 are included in the packet.

4. A Sewer Request was received from Mr. Dieter F. Czerny, of 116 Harvey Avenue. This request involves water used for a leaking pool. The Request was denied. No credit will be given.
5. A Sewer Request was received from Ms. Vanessa Strougo of 133 N. 23rd Street. After a brief discussion, the Sewer Request was tabled until more information can be gathered. This will be discussed further at the November of 2016 Board Meeting.

UNFINISHED BUSINESS:

There being no further business a motion was made by Ms. Hurwitz, seconded by Ms. Keeler to adjourn the meeting. Motion passed unanimously and the meeting adjourned at 7:00 PM.

Respectfully Submitted,

Loretta L. Kennedy,
Assistant Secretary