

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF JANUARY 26, 2017**

The January 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. Claudia Hurwitz, Secretary
Mr. Dave Wojchegoski, Treasurer
Mr. Curt Hill, Asst. Treasurer

Also Present:

Ms. Joan London, Esq., Kozloff Stoudt
Mr. Michael Sassaman, Entech Engineering
Mr. Patrick McDevitt
Mr. Kerry Ustaszewski, Superintendent
Ms. Loretta Kennedy, Office Manager/Assistant Secretary

Visitors:

Mr. Joseph Boyle, of MPBMA and AVRCC
Ms. Teresa Christof, MPBMA and Borough of Mt. Penn

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

At this time, Ms. London, Esq. took over the meeting for the election of the 2017 officers:

A motion was made to open the floor for nomination for the office of Chairperson, Vice-Chairperson, Secretary, Treasurer, Assistant Treasurer and Assistant Secretary by Mr. Wojchegoski, seconded by Mr. Hill to open the floor for nominations and for Ms. London, Esq. to become temporary Chairperson for the nomination of officers. **Motion passed unanimously.**

A motion was made by Mr. Wojchegoski, seconded by Mr. Hill to nominate Mr. Goodman as Chairperson, Ms. Hurwitz as Vice-Chairperson, Mr. Wojchegoski as Secretary, Mr. Hill as Treasurer, Mr. McDevitt as Assistant Treasurer and Ms. Kennedy as Assistant Secretary. **Motion passed.**

A motion was made by Mr. Wojchegoski, seconded by Mr. Hurwitz to close the floor for nominations. **Motion passed unanimously.**

A motion was made by Mr. Wojchegoski, seconded by Mr. Hill to cast a unanimous ballot for the following offices.

**Mr. Troy Goodman was elected as Chairperson.
Ms. Claudia Hurwitz was as Vice-Chairman.
Mr. Dave Wojchegoski was elected as Secretary.**

Mr. Curt Hill was elected as Treasurer.
Mr. Patrick McDevitt was elected as Assistant Treasurer.
Ms. Loretta Kennedy was elected as Assistant Secretary.

Motion passed unanimously.

Motion to appoint the following were made at this time by Mr. Wojchegoski, seconded by Mr. Hill:

Auditor - William R. Maslo
Solicitor - Brian Boland, Esq. – Kozloff Stoudt
Engineering – Michael Sassaman – Entech Engineering
Pension – Morgan Stanley
Insurance – The Loomis Company
Actuary – Duda Actuarial

Motion passed unanimously.

Motion was made by Ms. Hurwitz and was seconded by Mr. Wojchegoski to ratify the advertised 2017 meeting schedule. **Motion passed unanimously.**

Motion was made by Mr. Wojchegoski and was seconded by Ms. Hurwitz to approve the December of 2016 minutes. **Motion passed unanimously.**

NEW BUSINESS

Mr. Boyle addressed the Board on the behalf of MPBMA and AVRCC regarding the Antietam Pool, Carsonia Lake and The Source Water Protection Program. Mr. Boyle stated that the backwash from the pool has been discharged into the Carsonia Lake for many years. This problem must be corrected. The plan is to have the backflush from the pool redirected to a holding tank (which must be built), to dechlorinate the water and have it enter the sanitary sewer system. Mr. Boyle asked the AVMA Board if the tapping fee and charges for 30,000 gallons of water, discharged approximately seven times over a three and a half month period, be waived. When the pool would be drained at the end of the year, it would be 900,000 plus gallons. A long discussion followed. It was suggested that there be a written procedure for back-flushing and testing. A written proposal was suggested. Ms. Christof stated that MPBMA would have their engineer prepare a proposal before AVMA's February meeting. No decision will be made at this time regarding the waiving of sewer charges.

FINANCE:

1. Checks for Ratification – January of 2017: Check Nos. 5199 through 5231 totaling \$83,322.79 dated 12/14/16 through 1/26/17 from the General Account as well as Check Nos. 2539 through 2548 and EFT's totaling \$34,179.55 dated 12/30/16 through 01/27/17 from the Payroll Account for a combined total of \$117,502.34 were approved on a motion by Mr. Hill and seconded by Ms. Hurwitz. **Motion passed unanimously.**

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

<u>VIST Bank</u>	
Checking	\$ 25,608.97
Savings	\$ 185,921.87
Payroll	\$ 25,848.95
Sewer Revenue	\$ 823,373.88
Capital Improvements	\$ 460,063.39
<u>Other</u>	
Morgan Stanley	
Beginning Balance:	\$ 73,740.46
Receipts	\$ 13.17
Expenses	\$ <u>0.00</u>
Ending Balance	\$ 73,753.63
Total Cash Available	\$ 1,594,570.69

Motion was made by Mr. Hill and was seconded by Ms. Hurwitz to accept the Treasurer's Report for December of 2016. **Motion passed unanimously.**

MPBMA:

Mr. Hill presented the MPBMA Report.

1. Mr. Hill reported that he attended the MPBMA Board Meeting and provided highlights of their meeting.

SAFETY:

There was no report at this time.

FINANCE:

Ms. Hurwitz presented the Finance Report.

1. The final Profit and Loss Budget Spreadsheet was distributed for 2016. Mr. Hill requested that totals for Capital Improvements show on the 2017 Profit and Loss Budget Spreadsheet.

2. A Refinancing Analysis was included in the packets from Mr. Jamie Schlesinger of PFM. The Board would be interested in a presentation from Mr. Schlesinger.

PERSONNEL:

There was no report at this time.

PENSION:

There was no report at this time.

SOLICITOR:

There was no report at this time.

SUPERINTENDENT:

Mr. Ustaszewski presented the Superintendent's Report

1. The DMRs for December of 2016 have been submitted.

2. The Sludge Thickener Project Start-Up was January 25, 2017. There were some problems. The outside panel had water in it for the second time. In my opinion, we should have this panel replaced. Mr. Sassaman stated that he will speak to the contractor. The downstairs Vogelsang Pump is too large. Mr. Sassaman stated that he will speak to the manufacturer about this pump.

ENGINEERING/CAPITAL IMPROVEMENTS:

Mr. Sassaman presented the Engineering/Capital Improvements Report.

1. Entech prepared and submitted the Delaware River Basin Commission Annual report electronically to DRBC on 1/24/2017.
2. Entech has begun to prepare the Annual Chapter 94 Waste Load Management Report that must be submitted to PA DEP by March 31, 2017. We will also be submitting the Chapter 94 information for the portion of the AVMA sewer system that flows to the City of Reading.
3. The Sludge Thickener Project was started up yesterday by Eastern Environmental Contractors.
4. Sewer Lining Work – We have discussed reducing the areas to be lined for 2017. We have a price quote for some of the work and will get more to see if the work can be done below the bidding threshold or under the Costars process.
5. We are waiting for the Mobile Home Park owner to move the trailer before some sewer lining work can be performed.

OFFICE MANAGER

Ms. Kennedy presented the Office Manager Report

1. A Statement of Financial Interests Worksheet was included in the packets. Please complete and return to me.
2. W-4's from 2017 were included in the packets. Please complete and return to me.
3. The 2017 meeting schedule has been advertised.

UNFINISHED BUSINESS:

There being no further business a motion was made by Ms. Hurwitz, seconded by Mr. Wojchehoski to adjourn the meeting. Motion passed unanimously and the meeting adjourned at 7:45 PM.

Respectfully Submitted,

Loretta L. Kennedy,
Assistant Secretary