

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF MAY 25, 2017**

The May 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, Vice-Chairperson
Mr. Dave Wojchegoski, Secretary
Mr. Curt Hill, Treasurer
Mr. Patrick McDevitt, Assistant Treasurer

Also Present:

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

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

Motion was made by Ms. Hurwitz and was seconded by Mr. Wojchegoski to approve the April of 2017 minutes. **Motion passed unanimously.**

NEW BUSINESS

FINANCE:

1. Checks for Ratification – Revised April of 2017: Check Nos. 5287 through 5317 and 5319 through 5328 totaling \$76,276.05 dated 03/27/17 through 04/27/17 from the General Account as well as Check Nos. 2559 through 2560 and EFT's totaling \$20,903.40 dated 04/07/17 through 04/21/17 from the Payroll Account for a combined total of \$97,179.45 were approved on a motion by Mr. Wojchegoski and seconded by Mr. Hill. **Motion passed unanimously.**

Checks for Ratification – May of 2017: Check Nos. 5329 through 5347 and 5349 through 5360 totaling \$71,992.50 dated 4/28/17 through 5/25/17 from the General account as well as Check Nos. 2562 through 2566 and EFT's totaling \$21,697.99 dated 05/05/17 through 05/19/17 from the Payroll Account for a combined total of \$93,690.49 were approved on a motion by Mr. Wojchegoski and seconded by Mr. Hill. **Motion passed unanimously.**

Motion was made by Mr. McDevitt and was seconded by Mr. Wojchegoski to release Check No. 5347, dated 5/23/17, in the amount of \$9,830.00. **Motion passed unanimously.**

Check No. 5348 in the amount of \$900.00 dated 5/25/17 from the General Account was approved on a motion by Mr. Hill seconded by Mr. McDevitt. **Motion passed. Mr. Wojchegoski abstained.**

Treasurer's Report – For the month of April of 2017:

<u>VIST Bank</u>	
Checking	\$ 10,270.68
Savings	\$ 187,755.00
Payroll	\$ 32,145.95
Sewer Revenue	\$ 1,040,012.68
Capital Improvements	\$ 460,070.01
<u>Other</u>	
Morgan Stanley	
Beginning Balance:	\$ 73,646.54
Receipts	\$ 0.00
Expenses	\$ 0.00
Ending Balance	\$ 73,646.54
Total Cash Available	\$ 1,803,900.86

Motion was made by Mr. Wojchegoski and was seconded by Mr. Hill to accept the Treasurer's Report for April of 2017. **Motion passed unanimously.**

MPBMA:

There was no report at this time.

SAFETY:

There was no report at this time.

FINANCE:

There was no report at this time.

PERSONNEL:

Mr. Ustaszewski commented at this time.

1. Summer help was discussed. Motion was made by Ms. Hurwitz, seconded by Mr. Wojchegoski to advertise for summer help at \$10.00 per hour, 40 hours per week for 10 weeks and authorize the Personnel Committee to interview and hire summer help and ratify at the June 22, 2017 Board Meeting. **Motion passed unanimously.**

PENSION:

There was no report at this time.

SOLICITOR:

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

1. Mr. Boland, Esq. stated that the refinancing loan is closed.

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

1. The DMRs for April of 2017 have been submitted.
2. There was another rain event that Mr. Frankhouser handled with Mr. Ravert's help.

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

1. Eastern Environmental and LRM will install a Doppler style clamp on meter to measure the low flows to the Thickener. The WWTP Staff will then see if the bypass valve an adequately reduce the flow to the thickener and still be available to fill the tanker truck at a higher rate when needed.
2. No additional information was submitted on the Antietam Pool Backwash Discharge. The pool management will schedule when the first backwash will be attempted to see how the system affects the sewer system.
3. A second cost proposal was received for installing new disc aerators on the Oxidation Ditches. The first quote was \$59,000.00 for one aerator and \$95,000.00 for two. The second manufacturer quoted \$42,475.00 for one and \$79,725 for two. They also said they could just supply the shafts and disks for \$68,714.00 if we wanted to use the old motors and gearboxes plus add VFDs to slow the disks down. EEC has quoted approximately \$10,000.00 to \$15,000.00 for installation. The best solution would be to bid this project and get a contractor to bid the equipment and installation. Entech can prepare bidding specifications if you wish. A long discussion followed. Motion was made by Ms. Hurwitz and seconded by Mr. Hill to have Entech put specifications together for bidding and advertising. The bid document should include pricing for installing one or both now or one at a future date. **Motion passed unanimously.**
4. The installation of the first clarifier cover for algae control is expected soon. The plant staff and I have started installing cable supports for the covers.
5. Sewer Lining Work – We have identified the areas to be lined for 2017. The work will be about \$90,000.00. This work should be put out for bids. Entech can prepare bidding specifications if you wish. Motion was made by Mr. Hill and seconded by Ms. Hurwitz to prepare specifications for bidding for the sewer lining work. **Motion passed unanimously.**
6. The operators have been experiencing issues with the well water for Utility water. Another option would be to install pumps in the chlorine contact tanks to provide Utility Water. This would require a small study and design of the proper pumps. Motion was made by Ms. Hurwitz and was seconded by Mr. Wojchowski to authorize the study and report detailing necessary equipment and pricing to use the effluent water as a utility water supply. **Motion passed unanimously.**

7. We have discussed installing VFDs on the Plant 1 aeration tank aspirators. We received a quote from EEC for four VFDs for \$31,960.00 or just two for \$29,960.00. ACS quoted \$26,575.00 for four but mounted on a rack not in a cabinet. This work should be bid as it exceeds the bidding threshold. Entech can prepare bidding specifications if you wish. I short discussion followed. Motion was made by Ms. Hurwitz and seconded by Mr. McDevitt to prepare specifications for bidding for VFDs. **Motion passed unanimously.**

OFFICE MANAGER

Ms. Kennedy presented the Office Manager's Report.

1. I received a telephone call from Trisha, of Bellevue Builders, who purchased two sewer connections for 19 Midland Avenue in 2008. Trisha questioned if they decide to sell the property if she can request a refund. Mr. Boland, Esq. replied that a written request should be submitted requesting a refund and the money could be returned.

2. A Yearly Preventative Maintenance Inspection Agreement with Xylem in the amount of \$3,210.00 was discussed. A short discussion followed. Motion was made by Mr. McDevitt and seconded by Ms. Hurwitz to approve this Agreement with Xylem. **Motion passed unanimously.** Mr. Goodman signed the Agreement.

3. The Profit and Loss Budget Performance is included in the packet.

4. We received Check No. 1918 in the amount of \$12,440.00 from the PA Municipal Health Insurance Cooperative. This is the 75% surplus distribution for 2016. A short explanation followed.

UNFINISHED BUSINESS:

At 8:10 PM the Board went into an Executive Session to discuss Matters of Personnel. No actions were taken.

There being no further business a motion was made by Mr. McDevitt, seconded by Ms. Hurwitz to adjourn the meeting. Motion passed unanimously and the meeting adjourned at 9:10 PM.

Respectfully Submitted,

Loretta L. Kennedy,
Assistant Secretary