

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF JULY 27, 2017**

The July 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. Alexander Elliker, Esq., Kozloff Stoudt
Mr. Michael Sassaman, Entech Engineering
Mr. Kerry Ustaszewski, Superintendent
Ms. Loretta Kennedy, Office Manager/Assistant Secretary

Visitors:

Mr. Thomas White, Morgan Stanley
Mr. Joseph Duda, Duda Actuarial

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 Mr. Wojchegoski and was seconded by Mr. Hill to approve the June of 2017 minutes. **Motion passed. Ms. Hurwitz abstained.**

NEW BUSINESS

Mr. White of Morgan Stanley provided an update on the Antietam Valley Municipal Authority's Pension Plan.

Mr. Duda, of Duda Actuarial also reported on the Antietam Valley Municipal Authority's Pension Plan. Motion was made by Ms. Hurwitz and was seconded by Mr. McDevitt authorizing Mr. Duda to complete an interest rate study for \$900.00. This study will include interest rates of 7.25% and 7.0% and wages increases of 4.25% and 4.0%. **Motion passed unanimously.**

FINANCE:

1. Checks for Ratification – July of 2017: Check Nos. 5398 through 5432 totaling \$66,805.54 dated 06/28/17 through 07/27/17 from the General Account as well as Check Nos. 2574 through 2587 and EFT's totaling \$38,023.95 dated 06/30/17 through 07/28/17 from the Payroll Account for a combined total of \$104,829.49 were approved on a motion by Mr. Wojchegoski and seconded by Mr. McDevitt. **Motion passed unanimously.**

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

<u>VIST Bank</u>	
Checking	\$ 24,795.04
Savings	\$ 329,602.40
Payroll	\$ 24,207.18
Sewer Revenue	\$ 1,052,250.64
Capital Improvements	\$ 460,073.48
<u>Other</u>	
Morgan Stanley	
Beginning Balance:	\$ 73,646.54
Receipts	\$ 13.64
Expenses	\$ 0.00
Ending Balance	\$ 73,660.18
Total Cash Available	\$ 1,964,588.92

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

MPBMA:

There was no report at this time.

SAFETY:

Mr. Ustaszewski commented at this time.

1. One estimate was received for some concrete work in front of the Office Building. Mr. Wojchegoski thinks that some of this work can be completed in house for less than the quotation received. Motion was made by Mr. Goodman and seconded by Ms. Hurwitz to see what can be done in house for less \$1,500.00. **Motion passed unanimously.**

FINANCE:

There was no report at this time.

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 June of 2017 have been submitted.

2. We have a 3” pump with a leaking seal. We typically have one in stock. Motion was made by Mr. Wojchowski and seconded by Mr. Hill to have this 3” pump repaired for approximately \$4,995.00. **Motion passed unanimously.**
3. A resident at 2707 Prospect Street had sewage enter their basement, through the floor drain during heavy rains. This will be investigated further.
4. There were leaking sewer pipes found on Byram Street. There were two or three homes that were not on the I/I Inspection sheets. Mr. Ustaszewski stated that he will speak to Mr. Sands.

ENGINEERING/CAPITAL IMPROVEMENTS:

Mr. Sassaman presented the Engineering/Capital Improvements Report.

1. The replacement Gearbox for the Vogelsang pump has been ordered.
2. The contractor delivered the first of the clarifier covers and it was installed. A few days later we had an exceptionally heavy rainfall and the covers had not yet had the drain holes installed at low spots. The weight of the water on the cover bent the railings on the catwalk. Mr. Ustaszewski had Eastern Environmental repair the railings. We now have to install a different support system at the catwalk handrails and install the drain vents and re-install the covers. The idea is to lower the covers from the catwalk level to outer concrete wall level by installing some I-beam clips to fasten the support cables to and keep the covers off the handrails. The length of the skirts on the covers will then have to be shortened.
3. Sewer Lining Work – Bids for the sewer lining work were solicited and received. We solicited bids from seven firms who do CIPP Lining in this area. We received three bids. The low bid was from Insituform Technologies at \$89,800.00. Our previous engineers estimate presented to the Authority was \$90,000.00. Entech recommends that the Authority consider awarding the CIPP Lining work to Insituform Technologies. Motion was made by Ms. Hurwitz and was seconded by Mr. Wojchowski to accept the low bid of \$89,800 from Insituform Technologies and add some additional lining work with a not to exceed price of \$100,000.00. **Motion passed unanimously.**
4. Entech has prepared bidding documents for installing VFD’s on the Plant 1 aeration ditch aerators. We will advertise for bids and open bids at the August Authority meeting if the Authority agrees. Motion was made by Ms. Hurwitz and was seconded by Mr. Hill to advertise the bidding for VFDs on the aerations, including installation. **Motion passed unanimously.**
5. Entech is preparing bidding documents for installing VFD’s on the Plant 1 aeration tank aspirators. These bids can also be opened at the August Authority meeting.
6. Entech looked into Computerized Maintenance Programs. They range from VERY expensive to reasonable. We have talked to some other plant operators and they recommended, MAPCON Lite at \$495.00 or Online version at \$30.00 per month. They offer a free trial. Another company is Fiixsoftware.com CMMS System at \$29.00 per month. They have a free trial.

OFFICE MANAGER

Ms. Kennedy presented the Office Manager's Report.

1. A Request for Credit for sewer charges for 241 Melrose Avenue was discussed. A repair bill from Mr. Brian Sands was included with the Request. The water did not enter the sanitary sewer system. Motion was made by Mr. Wojchegoski and was seconded by Mr. Hill to issue credit according to the formula. **Motion passed unanimously.**
2. Check No. 213453885 in the amount of \$10,365.87 was received from Cincinnati Insurance Company for electrical storm damage.
3. Motion was made by Ms. Hurwitz and seconded by Mr. Hill to donate a piece of aluminum railing to College Manor Swimming Pool. **Motion passed unanimously.**
4. Mr. Wojchegoski will spray the weeds around the fence and at the pump house. Motion was made by Ms. Hurwitz and seconded by Mr. McDevitt to reimburse the Borough of Mt. Penn any materials used. **Motion passed unanimously.**

UNFINISHED BUSINESS:

There being no further business a motion was made by Mr. McDevitt, seconded by Mr. Hill to adjourn the meeting. Motion passed unanimously and the meeting adjourned at 7:50 PM.

Respectfully Submitted,
Loretta L. Kennedy,
Assistant Secretary