

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF AUGUST 24, 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. 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

Absent:

Mr. Dave Wojchowski, 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. Hill to approve the July of 2017 minutes. **Motion passed unanimously.**

NEW BUSINESS

FINANCE:

1. Checks for Ratification – August of 2017: Check Nos. 5433 through 5454 totaling \$37,781.42 dated 08/01/17 through 08/23/17 from the General Account as well as Check Nos. 2588 and 2589 and EFT's totaling \$12,395.53 dated 08/11/17 from the Payroll Account for a combined total of \$50,176.95 were approved on a motion by Ms. Hurwitz and seconded by Mr. McDevitt. **Motion passed unanimously.**

2. Checks for Approval – August of 2017: Check Nos. 5455 through 5471 totaling \$40,774.26 dated 8/25/17 from the General Account as well as Check Nos. 2590 through 2593 and EFT's totaling \$12,200.88 dated 8/25/17 from the Payroll Account for a combined total of \$52,975.14 were approved on a motion by Ms. Hurwitz and seconded by Mr. McDevitt. **Motion passed unanimously.**

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

<u>VIST Bank</u>	
Checking	\$ 23,595.35
Savings	\$ 235,028.44
Payroll	\$ 29,917.85
Sewer Revenue	\$ 1,180,421.11
Capital Improvements	\$ 460,075.08
<u>Other</u>	
Morgan Stanley	
Beginning Balance:	\$ 73,660.18
Receipts	\$ 0.00
Expenses	\$ 0.00
Ending Balance	\$ 73,660.18
Total Cash Available	\$ 2,002,698.01

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

MPBMA:

There was no report at this time.

SAFETY:

Mr. Ustaszewski commented at this time.

1. The concrete work was completed in front of the Office Building. Mr. Wojchegoski helped with the project and we saved \$500.00.

FINANCE:

Ms. Hurwitz presented the Finance Report.

1. A Budget Meeting will be advertised for the preparation of the 2018 Budget.

PERSONNEL:

Mr. Ustaszewski commented at this time.

1. The summer helper completed his ten weeks of employment.
2. Mr. Goodman reported that Mr. Wojchegoski will now be on the Finance Committee and he will be taking his place on the Personnel Committee. An Executive Session will be held at the end of the meeting.

PENSION:

Mr. McDevitt presented the Pension Report.

1. A long discussion was held regarding the Pension Plan Interest Rate Study prepared by Mr. Joseph Duda, of Duda Actuarial. Mr. McDevitt and Mr. Hill would like some additional time to

gather more information. A special meeting will be advertised for 9/13/17 at 6:00 PM to discuss matters of Pension.

SOLICITOR:

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

1. Motion was made by Ms. Hurwitz and was seconded by Mr. Goodman to pass Resolution 2017-2 appointing Mr. McDevitt and Mr. Hill as the Board Representatives of the AVMA Pension Plan and appointing Mr. McDevitt as the C.A.O. of the AVMA Pension Plan. **Motion passed unanimously.**
2. Motion was made by Ms. Hurwitz and was seconded by Mr. McDevitt to pass Resolution No. 2017-1 amending the fee for the application and agreement permitting construction over the sewer main and right-of-way of the Authority to \$150.00. **Motion passed unanimously.**

SUPERINTENDENT:

Mr. Ustaszewski presented the Superintendent's Report

1. The DMRs for July of 2017 have been submitted.
2. I/I problems were found on Byram Street. A long discussion followed. Mr. Boland, Esq. stated that he will look back at the original I & I Inspection Resolution for inspections and report back at the September meeting.

ENGINEERING/CAPITAL IMPROVEMENTS:

Mr. Sassaman presented the Engineering/Capital Improvements Report.

1. The replacement Gearbox for the Vogelsang pump has not been delivered yet.
2. Sewer Lining Work – Insituform was contacted about the sewer lining work. The WWTP Staff recommended a few changes and Insituform provided a new quote which is still within the budgeted scope. One line was found to be 15" not 12" as thought. Two areas were changed to short sectional liners and one additional area was substituted for another.

The sectional lining will be done by another contractor. They have submitted a quote for the 3 sectional liners totaling \$7,000.00. If the Authority wishes to proceed the proposal could be signed and the work scheduled.

A long discussion followed and the Board decided to proceed with manhole to manhole lining instead of three sectional liners.

Motion was made by Ms. Hurwitz and was seconded by Mr. McDevitt to approve the additional manhole to manhole work with Insituform with a not to exceed price of \$101,000.00. **Motion passed unanimously.**

3. Bids will be opened tonight for the Aerator Replacement and the Aspirator VFD Projects.

One bid was received for the Aerator Replacement Project Contract No. 2017-01 from Eastern Environmental, in the amount of \$111,910.00. After a brief discussion, motion was made by Ms. Hurwitz and seconded by Mr. Goodman to award Contract No. 2017-01 to Eastern Environmental in the amount of \$111,910.00. **Motion passed unanimously.**

Three bids were received for the Aspirator Speed Control Upgrade Contract No. 2017-02. Phillips Brothers Electrical Contractors, Inc. bid \$42,783.00, Pagoda Electrical bid \$155,700.00 and Eastern Environmental bid \$42,840.00. After a brief discussion, Contract No. 2017-02 for Aspirator Speed Control Upgrade was not awarded at this time.

OFFICE MANAGER

Ms. Kennedy presented the Office Manager's Report.

1. The insurance claim was submitted to Cincinnati Insurance Company for the damages resulting from the clarifier cover collapse and employee overtime hours. There is a \$1,000.00 deductible.

UNFINISHED BUSINESS:

At 8:00 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 8:30 PM.

Respectfully Submitted,
Loretta L. Kennedy,
Assistant Secretary