

**ANTIETAM VALLEY MUNICIPAL AUTHORITY  
MINUTES  
MEETING OF SEPTEMBER 22, 2016**

The September 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  
Mr. Curt Hill, Asst. 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

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 with one change, dated August 25, 2016 by Ms. Hurwitz and was seconded by Ms. Keeler. **Motion passed unanimously.**

**NEW BUSINESS:**

**FINANCE:**

**1. Checks for Ratification – September of 2016:** Check Nos. 5075 through 5100 totaling \$68,174.69 dated 08/30/16 through 09/22/2016 from the General Account as well as Check No. 2517 through 2524 and EFTs totaling \$20,172.52 dated 09/09/16 through 09/23/16 from the Payroll Account for a combined total of \$ 88,347.21 were approved on a motion by Ms. Keeler and seconded by Ms. Hurwitz. **Motion passed unanimously.** Mr. Ustaszewski mentioned that voided check number 5091 for J. P. Mascaro was not a mistake. We were overcharged for grit hauling. Payment will be made to J. P. Mascara after the credit is received.

**Treasurer's Report – For the month of August of 2016:**

<b><u>VIST Bank</u></b>	
Checking	\$ 19,645.43
Savings	\$ 29,248.39
Payroll	\$ 5,692.17
Sewer Revenue	\$ 951,676.00
Capital Improvements	\$ 460,056.69

**Other**  
Morgan Stanley

<b>Beginning Balance:</b>	\$ 73,727.31
<b>Receipts</b>	\$ 0.00
<b>Expenses</b>	<u>\$ 0.00</u>
<b>Ending Balance</b>	\$ 73,727.31
 <b>Total Cash Available</b>	 \$ 1,540,045.99

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

**MPBMA:**

**There was no report at this time.**

**SAFETY:**

**Mr. Wojchegoski presented the Safety Report.**

1. Mr. Wojchegoski spoke to the contractor regarding the concrete step repairs.

**FINANCE:**

**Ms. Keeler presented the Finance Report.**

1. We will schedule a budget meeting in October of 2016.

**PERSONNEL:**

**Ms. Hurwitz presented the Personnel Report.**

1. Ms. Hurwitz reported that a salary comparison was completed. No salary changes will be made at this time.

**PENSION:**

**Ms. Keeler presented the Pension Report.**

1. The Act 205 of 1984, Notice of 2016 Distress Determination was received from The Commonwealth of Pennsylvania Public Employee Retirement Commission. The Distress Score Was 1. Motion was made by Ms. Keeler and seconded by Ms. Hurwitz to authorize the Chairman to execute the Act 205 Report. **Motion passed unanimously.**

**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 he completed a Draft Agreement and he is waiting for review and approval by Penn View Mobile Home Park's law firm, Fox Rothschild. This Agreement must be signed and all costs must be paid before any construction begins. This will also require having an Easement executed.

**SUPERINTENDENT:**

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

1. The DMRs for August of 2016 have been submitted.
2. A letter was received from DEP regarding Organic Loading. This will be explained as part of the Engineer's Report.
3. The Capital Improvements Committee will be holding an afternoon meeting to speak with a few Security Companies regarding the purchase of surveillance cameras.

#### **ENGINEERING/CAPITAL IMPROVEMENTS:**

##### **Mr. Riley presented the Engineering/Capital Improvements Report.**

1. Entech received a letter from DEP on the Chapter 94 Report review. The letter stated that the WWTP is Organically Overloaded and no new connections can be made without DEP permission. Entech had responded to the previous DEP review letter and explained that the Organic loading was due to sampling location problems. We will prepare another response to DEP on this issue.
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 EEC will pay for the repair. We 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. Gehringer Company has started the first clarifier cover to prevent algae growth. We have not heard a delivery date yet.
5. We are waiting for an Agreement for the Mobile Home Park Owner to agree to pay for the Engineering and any associated costs for relocating the manhole.

#### **OFFICE MANAGER**

##### **Ms. Kennedy presented the Office Manager Report**

1. The OmniSite 3G Radio Upgrade was discussed. This is for the alarm at the Wanner Pump Station. Motion was made by Mr. Hill and seconded by Ms. Hurwitz to Purchase a Field Radio Upgrade Kit in the amount of \$225.00. **Motion passed unanimously.**

**UNFINISHED BUSINESS:**

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

Respectfully Submitted,

Loretta L. Kennedy,  
Assistant Secretary