

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MINUTES
MEETING OF FEBRUARY 22, 2018**

The February meeting of the Antietam Valley Municipal Authority was held on the above-captioned date with the following answering the roll call:

Ms. Claudia Hurwitz, Chairperson
Mr. Troy Goodman, Vice-Chairman
Mr. Curt Hill, Secretary
Mr. Patrick McDevitt, Treasurer
Mr. Francis Kelly, Asst. 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

Visitors:

Mr. Douglas Mueller, Eastern Environmental

The Chairperson, Ms. Hurwitz called the meeting to order at 6:00 pm with the Pledge of Allegiance to the flag.

Motion was made by Mr. Goodman and was seconded by Mr. McDevitt to approve the January 25, 2018 minutes. **Motion passed unanimously.**

NEW BUSINESS

Mr. Mueller explained to the Board that he would like a sixty five day time extension for the Aerator Project. Mr. Mueller explained that equipment delivery necessary to complete the project is taking longer than anticipated. Motion was made by Ms. Hurwitz and was seconded by Mr. Goodman to grant this sixty day time extension. **Motion passed unanimously.**

Repair to the Lakeside Rotor was briefly discussed. Mr. Mueller stated that if it was necessary to install a Cooper Bearing on the Lakeside Rotor that he would install it free of charge. AVMA would be responsible for purchasing the Cooper Bearing.

FINANCE:

1. Checks for Ratification – February of 2018: Check Nos. 5634 through 5664 totaling \$45,825.40, dated 01/29/18 through 02/21/18 from the General Account, as well as Check Nos. 50005 and 50006 and EFT's number 1-8, dated 01/31/18 through 02/20/18 from the Payroll Account in the amount of \$20,128.95 for a combined total of \$65,954.35 were approved on a motion by Mr. Hill and seconded by Mr. McDevitt. **Motion passed unanimously.**

Treasurer's Report – For the month of January of 2018:

<u>VIST Bank</u>	
Checking	\$ 22,294.76
Savings	\$ 361,264.65
Payroll	\$ 11,655.18
Sewer Revenue	\$, 977,761.82
Capital Improvements	\$ 10,081.82
Receipts	\$ 307,803.54
Morgan Stanley (Matured CD's)	\$ 0.00
Total	\$ 317,885.36
Total Cash Available	\$1,690,861.77

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

MPBMA:

Mr. Hill stated there was no report at this time.

SAFETY:

There was no report at this time.

FINANCE:

Ms. Hurwitz presented the Finance Report.

1. Ms. Kennedy got CD Rates from various banks and Morgan Stanley. Morgan Stanley had the highest interest rates. A motion was made by Mr. Kelly and was seconded by Mr. Hill to purchase CD's totaling \$450,000.00 from Morgan Stanley as follows:

- 1 CD for \$200,000.00 for thirteen months at 2.0% interest
- 1 CD for \$150,000.00 for eighteen months at 2.15% interest
- 1 CD for \$100,000.00 for twenty four months at 2.4% interest

Motion passed unanimously.

PERSONNEL:

Ms. Hurwitz presented the Personnel Report at this time.

1. Ms. Kennedy was asked to contact various employment agencies to get pricing for their services. Motion was made by Ms. Hurwitz and seconded by Mr. Kelly to spend no more than \$200.00 on an applicant search for a Maintenance Mechanic. **Motion passed unanimously.**

PENSION:

Mr. McDevitt presented the Pension Report at this time.

1. Mr. McDevitt spoke briefly about making some changes within the pension plan. It was noted that these changes would save approximately \$6,000.00 to \$8,000.00 in fees. Mr. White,

of Morgan Stanley will be asked to attend the March 22, 2018 meeting to discuss these changes in greater detail.

SOLICITOR:

Mr. Boland, Esq. stated there was no report at this time.

SUPERINTENDENT:

Mr. Ustaszewski presented the Superintendent's Report

1. The DMRs for January of 2018 have been submitted.
2. A technician was here and stated that along with the new chlorine equipment, new piping could be installed and we could have an updated room for \$5,995.00. Motion was made by Mr. Goodman and seconded by Mr. McDevitt to include the new piping along with the new chlorine equipment at a price of \$5,995.00. **Motion passed unanimously.**
3. A quotation was received from Pryz Water Supply for a new polymer feed system. Mr. Pryz brought a loaner system here and we are currently using it with good success. This system cost \$6,870.00. The purchase of this system will be discussed at a later date.
4. A quotation was received to replace the clutch in the flushing truck from Orth Towing in the amount of \$1,200.00. We would have Exeter Township Wastewater Treatment Plant on call for their flushing truck.
5. Check No. 5661 in the amount of \$6,356.20, payable to Teledyne Isco, was included in the Checks for Ratification. This was for a new sampler. Motion was made to retroactively approve the purchase of this sampler was made by Mr. McDevitt and was seconded by Mr. Kelly. **Motion passed unanimously.** Mr. Ustaszewski mentioned that Allied Control must do the set-up work.

ENGINEERING/CAPITAL IMPROVEMENTS:

Mr. Sassaman presented the Engineering/Capital Improvements Report.

1. Entech has completed the 2017 Chapter 94 Report. This report is due to the PA DEP by March 31, 2018. Motion was made by Mr. Hill and seconded by Mr. Goodman that upon Mr. Ustaszewski's approval, Mr. Sassaman submit the Chapter 94 Report to the PA DEP. **Motion passed unanimously.**
2. Eastern Environmental Contractors has continued to submit Shop Submittals for the replacement Aerators. Entech has reviewed and approved them.
3. The VFD Aerator Control Contracts were sent to Eastern Environmental with a Notice to Proceed.
4. PennDot has asked for more information on the HOP for the sewer line break on Perkiomen Avenue. A field meeting with PennDot has been requested to move things along before the paving project starts March 18, 2018.

5. The Friedensburg Road Sewer Extension Grant Application preparation is completed and will be submitted this week, prior to the February 28, 2018 deadline.

OFFICE MANAGER

Ms. Kennedy presented the Office Manager's Report.

1. The purchase of a new Lexmark Copier through Fraser Business Equipment was briefly discussed. Motion was made by Mr. Goodman and seconded by Mr. McDevitt to purchase the Lexmark Copier for \$1,400.00 from Fraser Business Equipment. **Motion passed unanimously.**

UNFINISHED BUSINESS:

NEW BUSINESS:

MRM Pooled Trust has a yearly meeting and they ask their members to appoint a Delegate and Alternate for the Trust. One delegate is invited to attend the annual meeting. The Delegate sends the Proxy to Proxy their vote. Motion was made by Ms. Hurwitz and seconded by Mr. Goodman to nominate Mr. McDevitt as the Delegate and Mr. Hill as the Alternate. **Motion passed unanimously.**

There being no further business a motion was made by Mr. Hill and seconded by Mr. Goodman to adjourn the meeting. Motion passed unanimously and the meeting adjourned at 7:40 PM.

Respectfully Submitted,

Loretta L. Kennedy,
Assistant Secretary