

**ANTIETAM VALLEY MUNICIPAL AUTHORITY  
MINUTES  
MEETING OF APRIL 26, 2018**

The April 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. Curt Hill, Secretary  
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

**Absent:**

Mr. Troy Goodman, Vice-Chairman  
Mr. Patrick McDevitt, Treasurer

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

March 22, 2018 minutes will be approved at the May 24, 2018 monthly meeting.

**NEW BUSINESS**

**FINANCE:**

**1. Checks for Ratification – April of 2018:** Check Nos. 5701 through 5738 totaling \$52,157.69, dated 03/27/18 through 04/25/18 from the General Account, as well as Check Nos. 50013 through 50015 and EFT's, dated 03/28/18 through 04/25/18 from the Payroll Account in the amount of \$30,638.00 for a combined total of \$82,795.69 were approved on a motion by Mr. Hill and seconded by Mr. Kelly. **Motion passed unanimously.**

**2.** Mr. Ustaszewski stated that there will be another bill that will be ratified for next month for GJY in the amount of \$3,911.48. This is a partial bill for repairing the sanitary main at the triangle and the manhole frame and lid upstream of it. There will be an additional bill for the street restoration.

**Treasurer's Report – For the month of March of 2018:**

|                         |              |
|-------------------------|--------------|
| <b><u>VIST Bank</u></b> |              |
| Checking                | \$ 12,536.80 |
| Savings                 | \$ 5,813.72  |
| Payroll                 | \$ 11,517.12 |

|                      |                 |
|----------------------|-----------------|
| Sewer Revenue        | \$ 1,043,107.13 |
| Capital Improvements | \$ 317,934.14   |
| Receipts             | \$ 54.00        |
| Total                | \$ 317,988.14   |
| Morgan Stanley CD's  | \$ 450,000.00   |
| Receipts             | \$ 0.00         |
| Expenses             | \$ 153.24       |
| Ending Balance       | \$ 449,846.76   |
| Total Cash Available | \$1,840,809.67  |

Motion was made by Mr. Kelly and was seconded by Mr. Hill to accept the Treasurer's Report for March of 2018. **Motion passed unanimously.**

**ADMINISTRATION/PERSONNEL:**

1. Ms. Hurwitz questioned Mr. Ustaszewski about the Maintenance Mechanic Position. A suggestion was made to change the wording of the position to Industrial Maintenance Mechanic. An advertisement will be placed in the Reading Eagle for Sunday, April 29, 2018. Mr. Ustaszewski will invite the two local applicants on a plant tour.

**FINANCE:**

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

**INSURANCE/PENSION:**

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

**BUILDINGS/EQUIPMENT**

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

1. Ms. Hurwitz suggested the purchase and installation of speed bumps. She will research this further.

2. The purchase of surveillance cameras was briefly discussed. This will be revisited next month.

**CAPITAL RESERVE:**

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

**SOLICITOR:**

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

1. A letter was received from Mr. Merolla, Esq. of Brumbach, Mancuso & Fegley, P.C., MPBMA's attorney. The letter stated that on April 11, 2018, The MPBMA Board of Directors determined that MPBMA employees should no longer be involved in AVMA's PA 1 Calls. The MPBMA will continue to deliver PA 1 Call notices to AVMA through June 29, 2018.

2. Ms. Kennedy stated that a PA 1 Call representative will be attending AVMA's May 24, 2018 Monthly Board Meeting.

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

1. The DMRs for March of 2018 have been submitted.
2. The new chlorine equipment was installed and the new piping was completed. A new Omni Valve to adjust the chlorine dosage should be replaced because of normal wear and tear. Installed this would cost \$2,885.00 plus freight, should be around \$3,000.00. Motion was made by Mr. Kelly and was seconded by Mr. Hill to approve the purchase of this equipment in the amount of \$2,885.00 plus freight. **Motion passed unanimously.**
3. The field Dissolved Oxygen meter broke. The replacement cost is \$500.00. Motion was made by Mr. Hill and was seconded by Mr. Kelly to purchase a new Dissolved Oxygen Meter in the amount of \$500.00. **Motion passed unanimously.**
4. Another protruding lateral was discovered along Perkiomen Avenue. Before the paving contract gets under way, we have to have the original protruding lateral dug up and repaired. Mr. Ustaszewski stated that the work would be in the sidewalk. Mr. Sassaman stated that it is in the right-of-way and a Highway Occupancy Permit will be needed. It will take a few weeks to get this permit.
5. Mr. Ustaszewski stated that we may soon be ready to haul liquid sludge. This will be discussed further at a later date.

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

1. The sewer repair on Perkiomen Avenue near the island was completed. A meeting was held yesterday with PennDOT to discuss the required restoration work.
2. The Friedensburg Road Sewer Extension Grant Application was submitted to CFA. They received 680 applications for grants and have postponed their meeting until July 27, 2018 so they have time to review the applications.
3. The Aspirator Speed Control System was supposed to be substantially completed by May 1, 2018. Final completed by the end of May. There was a two week delay due to a new computerized system dealing with submittals at Entech. Final completion date will be done by the end of May.
4. Mr. Sassaman stated that he heard from the representative regarding the canvas covers. He is expected at the plant in two weeks. The covers will be modified and they don't think there will be any additional costs involved.

**OFFICE MANAGER****Ms. Kennedy presented the Office Manager's Report.**

1. A Request for Sewer Forgiveness was revisited for Denise Shirey of 2511 Philmay Terrace. Ms. Shirey's water usage for the first quarter of 2018 was 6,000 gallons. Motion was made by Mr. Hill and seconded by Mr. Kelly to issue credit according to our formula. The sewer credit will be \$304.96. **Motion passed unanimously.**

2. A Request for Sewer Forgiveness was received from Mr. Gerald Becker of 2304 Fairview Avenue. Mr. Becker's water usage was 27,000 gallons. This meter could not be data logged. After a brief discussion motion was made by Mr. Hill and seconded by Mr. Kelly to charge Mr. Becker for 6,000 gallons. The sewer credit will be \$205.60. **Motion passed unanimously.**

**UFINISHED BUSINESS:****NEW BUSINESS:**

Ms. Hurwitz reported that The County Redevelopment Authority was given land from the Leinbach Foundation. Two new homes will be built on Summit Avenue. Summit Avenue will be paved and a dedicated street. We will eventually be contacted to provide sewer service to these homes.

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

Respectfully Submitted,

Loretta L. Kennedy,  
Assistant Secretary