

**ANTIETAM VALLEY MUNICIPAL AUTHORITY  
MINUTES  
MEETING OF MAY 24, 2018**

The May 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. 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

**Absent:**

Mr. Troy Goodman, Vice-Chairman

**Visitor:**

Mr. Norm Parrish, PA One Call

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. Hill and was seconded by Mr. McDevitt to approve the March 22, 2018 minutes. **Motion passed. Ms. Hurwitz abstained.**

Motion was made by Mr. Kelley and was seconded by Ms. Hurwitz to approve the April 26, 2018 minutes. **Motion passed. Mr. McDevitt abstained.**

**ENGINEERING/CAPITAL IMPROVEMENTS:**

**Mr. Sassaman presented the Engineering/Capital Improvements Report.**

1. The VFD Speed Control Project was completed on May 24, 2018.
2. The Aerator Replacement Project has been started. The substantial completion date is June 6, 2018. The final completion date is June 26, 2018.

3. The clarifier covers are at the fabricator being revised. They are expected back in a week or two. Support cables have been installed on one clarifier and will be completed on the second one.

**SOLICITOR:**

**Mr. Brian Boland, Esq. reported that there is no report at this time.**

**SUPERINTENDENT:**

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

1. The DMRs for April of 2018 have been submitted.
2. Next month Mr. Sassaman will have a Power Point Presentation explaining the DMR's.
3. A meeting was held with Mr. Brian Care and a resident at The Butter Lane Gardens. The gardeners were temporarily shut down, with approval from the Chairperson, until they cleaned up the area. It looks satisfactory at this point.
4. We received a revised invoice from Carsonia Car Care for flushing truck repairs, in the amount of \$1,812.00. The original invoice was for \$2,012.00. An estimate was given for \$1,500.00. Motion was made by Mr. McDevitt and was seconded by Mr. Hill to approve the invoice for Carsonia Car Care in the amount of \$1,812.00. **Motion passed unanimously.**
5. We have received proposals from Ehrlich for vegetation management services in the amounts of \$570.00 and \$265.00. Motion was made by Mr. Hill and seconded by Mr. McDevitt to approve the Ehrlich proposal for vegetation management not to exceed \$835.00. **Motion passed unanimously.**
6. While delivering parts, a truck driver from A. Duie Pyle hit a barrier around Clarifier No. 3. He was being directed by a Mt. Penn Borough Street employee. Ms. Kennedy contacted A. Duie Pyle regarding the repairs. We are getting an estimate on Friday, May 25, 2018 from J & M Fencing.
7. Telephone poles are being replaced behind the plant, on the other side of the fence. A Certificate of Insurance will be provided.

**OFFICE MANAGER**

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

1. Sewer Agreements were briefly discussed.
2. A customer in Queens Court has not been paying his quarterly sewer bill. The customer filled his swimming pool last summer and has refused to pay the bill. Mr. Boland, Esq. advised me to contact The City of Reading to have them shut off the customer's water.
3. Employee T-Shirts have been ordered from Weikel Sportswear, Inc.

- 4. Employee identification badges were discussed.

**ADMINISTRATION/PERSONNEL:**

- 1. Mr. Kelly made a motion, seconded by Mr. Hill to retroactively hire Mr. Joseph Bononno as the Maintenance Mechanic with an hourly wage of \$16.00, as of Monday, May 21, 2018.

**Motion passed unanimously.**

- 2. Motion was made by Mr. McDevitt and seconded by Mr. Hill to discontinue the short and long sleeve uniform shirts from Cintas Uniforms. **Motion passed unanimously.**

**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 reported that she and Mr. Ustaszewski measured for speed bumps, they are bolt in and can be removed. An email will be circulated regarding the cost.

**CAPITAL RESERVE:**

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

**VISITOR:**

Mr. Norm Parrish, of PA One Call gave a presentation regarding PA One Call Membership. A long discussion was held regarding service areas and pricing. Mr. Parrish will email necessary membership paperwork to Ms. Kennedy. Ms. Kennedy is to contact Lower Alsace Township and the Borough of Mt. Penn to get their current population. Mr. Ustaszewski will survey the area of Queens Court. This will be discussed further at the June 28, 2018 meeting. Mr. Parrish stated that he will attend the June 28, 2018 meeting.

**FINANCE:**

- 1. **Checks for Ratification – May of 2018:** Check Nos. 5739 through 5770 totaling \$488,033.77, dated 04/26/18 through 05/23/18 from the General Account, as well as Check Nos. 50016 and 50017 and EFT's, dated 05/09/18 through 05/23/18 from the Payroll Account in the amount of \$20,506.84 for a combined total of \$508,540.61 were approved on a motion by Mr. Kelly and seconded by Mr. Hill. **Motion passed unanimously.**

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

<b><u>VIST Bank</u></b>	
Checking	\$ 7,808.49
Savings	\$ 210,989.47

Payroll	\$ 20,499.92
Sewer Revenue	\$ 885,512.59
Capital Improvements	\$ 317,988.14
Receipts	\$ <u>52.27</u>
Total	\$ 318,040.41
Morgan Stanley CD's	\$ 450,000.00
Receipts	\$ 637.69
Expenses	\$ <u>120.00</u>
Ending Balance	\$ 450,517.69
Total Cash Available	\$1,893,368.57

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

**NEW BUSINESS:**

Mr. McDevitt stated that he will not be attending the June 28, 2018 meeting.

**UNFINISHED BUSINESS:**

**There being no further business a motion was made by Mr. Kelly, seconded by Mr. Hill to adjourn the meeting. Motion passed unanimously and the meeting adjourned at 7:45 PM.**

Respectfully Submitted,

Loretta L. Kennedy,  
Assistant Secretary