

**ANTIETAM VALLEY MUNICIPAL AUTHORITY  
MINUTES  
MEETING OF AUGUST 23, 2018**

The August 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. Francis Kelly, Asst. Treasurer  
Mr. Curt Hill, Secretary  
Mr. Patrick McDevitt, 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

**Visitor:**

Mr. Michael Frankhouser, AVMA Employee

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

Mr. Frankhouser stated that he is resigning as of September 14, 2018. Motion was made by Mr. Hill and was seconded by Mr. McDevitt to accept Mr. Frankhouser's resignation effective September 14, 2018, as presented at this meeting. Ms. Hurwitz asked Mr. Frankhouser to submit this resignation in writing. **Motion passed unanimously.**

Motion was made by Mr. Hill and was seconded by Mr. Kelly to accept the May 24, 2018 minutes. **Motion passed. Mr. Goodman abstained.**

Motion was made by Mr. Goodman and was seconded by Mr. Kelly to accept the July 24, 2018 minutes. **Motion passed. Mr. McDevitt and Mr. Hill abstained.**

**FINANCE:**

**1. Checks for Ratification – July of 2018:** Check Nos. 5846 through 5868, 5870 and 5872 through 5886 totaling \$97,279.55, dated 07/25/18 through 08/22/18 from the General Account, as well as Check Nos. 50028 and 50029, DD53 through DD62 and two EFT's, dated 7/13/18 through 8/15/18 from the Payroll Account in the amount of \$23,946.81 for a combined total of \$121,226.36 were approved on a motion by Mr. McDevitt and seconded by Mr. Goodman. **Motion passed unanimously.**

Motion was made by Mr. McDevitt and was seconded by Mr. Goodman to ratify Check No. 5871 in the amount of \$110.00, dated 08/21/18 from the General Account. **Motion passed. Ms. Hurwitz abstained.**

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

<b><u>VIST Bank</u></b>	
Checking	\$ 8,774.78
Savings	\$ 296,699.79
Payroll	\$ 19,020.51
Sewer Revenue	\$ 672,100.44
Capital Improvements	\$ 198,982.27
Receipts	\$ 32.13
Expenses	\$ <u>43,552.42</u>
Total	\$ 155,461.98
Morgan Stanley CD's	
CD#1 Matures 4/9/19	\$ 200,000.00
CD#2 Matures 9/9/19	\$ 150,000.00
CD#3 Matures 3/2/20	\$ <u>100,000.00</u>
Previous Balance (Includes Interest)	\$ 451,466.49
Receipts	\$ <u>1,190.51</u>
Ending Balance	\$ 452,657.00
Total Cash Available	\$1,604,714.50

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

**COMMITTEE REPORTS**

**ADMINISTRATION/PERSONNEL:**

1. Ms. Hurwitz reported that Mr. McDevitt is resigning his position on the Board of Directors of AVMA. Mr. McDevitt will notify Ms. Styer of Lower Alsace Township of his decision. The Board thanked Mr. McDevitt for doing a great job including his work on the Pension Committee.

**FINANCE:**

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

**INSURANCE/PENSION:**

1. Ms. Hurwitz reported that a Notice of 2018 Distress Determination was received from the Commonwealth of Pennsylvania. Motion was made by Mr. McDevitt and was seconded by Mr. Kelly to take no further action at this time. **Motion passed unanimously.**

2. Mr. McDevitt explained that he spoke with Mr. White, of Morgan Stanley. Mr. White transferred money between the Morgan Stanley accounts to process the retiree payments for September of 2019. Mr. White also suggested paying the MMO earlier than December of 2018. There was a brief discussion and Ms. Kennedy will contact Mr. White for additional information and report back to the Board.

**BUILDINGS/EQUIPMENT**

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

**CAPITAL RESERVE:**

**Mr. Goodman presented the Report.**

1. Mr. Goodman reported on all Capital Improvement items.

**SOLICITOR:**

**Mr. Boland, Esq. presented the Report.**

1. As requested at the July 24, 2018 meeting, a Sewer Reservation Agreement was completed for Mr. Randal Hoch, owner of the Dance Studio located at 2800 Perkiomen Avenue. The Agreement was reviewed by Mr. Sassaman and Mr. Ustaszewski and some minor changes will be made. Mr. Randal Hoch is requesting permission to install a Low Pressure Sewer System and connect to the existing dead end manhole in front of McDonalds.

**SUPERINTENDENT:**

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

1. Motion was made by Mr. Goodman and seconded by Mr. Kelly to approve a Preventative Maintenance Service Contract with Emergency Services in the amount of \$995.09. **Motion passed unanimously.**

2. The DMR's for July have been submitted. Everything was fine. We had major rain events on August 2, 3, 12 and 13<sup>th</sup>. There were SSO's at Butter Lane during each rain event. The last SSO on Butter Lane was 2005. Samples were taken and they were diluted. This information was reported to DEP.

3. Pictures were shown of Inflow and Infiltration on Byram Street. Mr. Boland, Esq. will complete the necessary paperwork to legally request in-home inspections.

4. During an incident in June we lost power to the Plant and it knocked off our utility water supply. A quotation was received from Allied Control Services, in the amount of \$1,270.00, to run an alarm sensor from the starter on the utility water supply to our alarm box. We would be immediately contacted if we had an outage on our utility water supply. Motion was made by Mr. Kelly and seconded by Mr. Hill to approve the quotation from Allied Control Services in the amount of \$1,270.00. **Motion passed unanimously.**

5. Six people had sewer back-ups in their basements. Mr. Ravert went to each home to assess the situation. Ms. Styer of Lower Alsace Township suggested that we consider a newsletter

informing residents that there is an additional insurance that can be purchased on their homeowner's insurance policy for pipes and back-ups. Mr. Sassaman will prepare this notification.

**ENGINEERING/CAPITAL IMPROVEMENTS:**

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

1. The second Clarifier Cover was revised by the fabricator and was delivered to the WWTP. Support cables and the cover will be completed by the staff soon.
2. The existing DRBC Docket expires on December 10, 2019 and Entech has prepared the renewal application. This is due to the DRBC by December 10, 2018. The application must be signed by the Chairperson and notarized. The DRBC filing fee for submitting the Application to the DRBC is \$513.00.
3. The owner of the Dance Studio at 2800 Perkiomen Avenue is proposing to install the Low Pressure Sewer Piping and connect to the existing dead end manhole in front of McDonalds. They will have their engineer submit a plan for AVMA review.
4. Hirneisen Electric is owed 5% retainage in the amount of \$1,432.25 from Payment Application No. 4 from the Sludge Thickener Project. Motion was made by Mr. Kelly and seconded by Mr. Hill to approve this payment to Hirneisen Electric in the amount of \$1,432.25. **Motion passed unanimously.**
5. Mr. Sassaman presented a slide show explaining the monthly DMR Reports.

**OFFICE MANAGER**

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

1. A mileage reimbursement form for three months was submitted.

**NEW BUSINESS:**

After a brief discussion, a Motion was made by Mr. Kelly and was seconded by Mr. Hill to advertise in the Reading Eagle for an Operator in Training. **Motion passed unanimously.**

**UNFINISHED BUSINESS:**

Ms. Hurwitz reviewed the first PA One Call invoice with the Board. Ms. Kennedy will double check a few of the charges listed.

**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 8:15 PM.**

Respectfully Submitted,  
Loretta L. Kennedy,  
Assistant Secretary