

**ANTIETAM VALLEY MUNICIPAL AUTHORITY  
MINUTES  
MEETING OF SEPTEMBER 27, 2018**

The September 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

**Also Present:**

Mr. Brian Boland, Esq., Kozloff Stoudt  
Mr. Michael Sassaman, Entech Engineering  
Mr. Kerry Ustaszewski, Superintendent  
Ms. Loretta Kennedy, Office Manager/Assistant Secretary

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. Kelly to accept the August 23, 2018 minutes. **Motion passed unanimously.**

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

**FINANCE:**

**1. Checks for Ratification – September of 2018:** Check Nos. 5887 through 5933 totaling \$93,982.10, dated 08/23/18 through 09/26/18 from the General Account, as well as Check Nos. 50031 through 50037 and DD63 through DD77 and EFT's, dated 08/29/18 through 09/26/18 from the Payroll Account in the amount of \$37,435.68 for a combined total of \$131,376.14 were approved on a motion by Mr. Hill and seconded by Mr. Kelly. **Motion passed unanimously.**

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

<b><u>VIST Bank</u></b>	
Checking	\$ 4,433.86
Savings	\$ 176,734.78
Payroll	\$ 22,293.29
Sewer Revenue	\$ 911,493.43
Capital Improvements	\$ 155,461.98
Receipts	\$ 26.40
Expenses	\$ 0.00
<b>Total</b>	<b>\$ 155,488.38</b>

**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)	\$ 452,657.00
Receipts	<u>\$ 1,032.31</u>
Ending Balance	\$ 453,689.31
 Total Cash Available	 \$1,724,133.05

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

## **COMMITTEE REPORTS**

### **ADMINISTRATION/PERSONNEL:**

1. Motion was made by Ms. Hurwitz and was seconded by Mr. Hill to retroactively hire Mr. Robert Noll at \$18.00 per hour as an Operator in Training, as of 9/17/18. **Motion passed unanimously.**
2. Motion was made by Mr. Hill and was seconded by Mr. Kelly to pay Mr. Frankhouser his remaining 55.5 hours of vacation. **Motion passed unanimously.**

### **FINANCE:**

1. A budget meeting and employee luncheon was scheduled for October 10, 2019 at 12:00 noon.

### **INSURANCE/PENSION:**

1. Motion was made by Mr. Hill and was seconded by Mr. Goodman to accept the 2019 MMO for the Defined Contribution Plan in the amount of \$1,228.00. **Motion passed unanimously.**

Motion was made by Mr. Hill and was seconded by Mr. Goodman to accept the 2019 MMO for the Defined Benefit Plan in the amount of \$68,712.00. **Motion passed unanimously.**

2. Motion was made by Mr. Goodman and was seconded by Mr. Kelly to make Mr. Hill the Chief Administrative Officer of the Antietam Valley Municipal Authority Pension Plan. **Motion passed unanimously.**

### **BUILDINGS/EQUIPMENT**

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

### **CAPITAL RESERVE:**

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

**SOLICITOR:**

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

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

1. DMR's for August have been submitted to the DEP. There were two SSO's in the early part of August. DEP was provided the paperwork that was completed during the high flow events. The average flows for August were discussed. A brief discussion was held regarding Inflow and Infiltration.

2. A quote was received from Emergency Systems Services, in the amount of \$1,338.75 to complete further generator testing. Motion was made by Mr. Kelly and was seconded by Mr. Hill to approve the quote from Emergency Systems Services in the amount of \$1,338.75.

**Motion passed unanimously.**

3. High flows during the storms tore off one of the back-up floats at the new pump house wet well. This back-up float would kick the pump off if the transducers broke. The float is somewhere down in the pit. We also had problems with an impeller actually disengaging and a bolt falling out of it. The bolt is also down in the pit. This bolt could get hooked up in the impeller of the pump and damage a very expensive pump. McGovern, a septic hauler was contacted to pump out this wet well. They gave an estimate of \$1,500.00. Motion was made by Mr. Kelley and was seconded by Mr. Hill to have McGovern pump out the wet well for \$1,500.00. **Motion passed unanimously.**

4. A telephone call was received from Ms. Maryann Zerkowski's friend. Ms. Zerkowski lives on Fairview Street and for years has water in her yard with an odor. A short explanation was given by Mr. Sassaman. Mr. Sassaman also stated that the WWTP Staff has located several laterals along Byram Avenue that are admitting significant amounts of clear water to the sewer system. He recommends televising the mains with a special camera that has the ability to launch a smaller camera and travel up the laterals. This will tell us if the Infiltration is coming from the laterals or the private property side. A quotation was received from Mr. Rehab., LLC with a rate of \$400.00 an hour for approximately eight hours, to televise sewer mains and laterals in the problem areas on Byram Street and Fairview Avenue. Motion was made by Mr. Hill and was seconded by Mr. Kelly to accept the quote from Mr. Rehab., LLC for televising, not to exceed \$5,000.00. **Motion passed unanimously.**

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

1. The DRBC Docket Renewal Application was submitted to DRBC.

2. The owner of the Dance Studio at 2800 Perkiomen Avenue will have their engineer submit a plan for AVMA review.

3. The Commonwealth Finance Agency – PA Small Water and Sewer Program has awarded a \$125,000.00 grant to AVMA toward construction of the Friedensburg Road Sewer Extension. The total proposed project was estimated to be \$459,544.00. The grant schedule can be amended

but it was originally set for a one year period ending September 19, 2019. The Engineering Design cost was estimated to be \$34,400.00 plus an additional \$8,000.00 for Construction Management Services. The Construction cost was estimated to be \$390,000.00 but will depend on the actual bids received. The Grant Application Costs were \$7,650.00.

If the full extension to serve 19 homes is to be constructed the Authority would need to come up with the estimated balance of \$334,544.00 of which \$7,650.00 was already paid by AVMA. (19 properties \$17,631.00 each.) A long discussion followed. It was suggested by the Board to request that Lower Alsace ask their S.S.O. to access affected properties along Friedensburg Road to determine how many failing on site systems exist. Mr. Hill will speak with Ms. Styer at Lower Alsace Township.

### **OFFICE MANAGER**

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

1. Mileage reimbursement forms were submitted for Ms. Kennedy, Mr. Ravert and Mr. Ustaszewski for approval.
2. A Request for Sewer Credit was received from Mr. Angelo Porcaro, of 2533 Prospect Street. Mr. Porcardo explained that he had a broken pipe which caused major water damage while he was on vacation. Mr. Ustaszewski stated that he met with Mr. Porcaro and did not see a drain. Mr. Ustaszewski will speak with Mr. Porcaro to determine if this leak was repaired. Motion was made by Mr. Kelly and was seconded by Mr. Goodman to issue credit per our formula, after receiving a plumber's receipt for the pipe repair. **Motion passed unanimously.**
3. We received a lower price and an extension on our existing electricity contract with AEP Energy, Inc. The start date for the new price was 8/13/18 and it is for 41 months. Motion was made by Mr. Goodman and was seconded by Mr. Hill to ratify this extension with AEP energy at the lower rate. **Motion passed unanimously.**
4. Ms. Hurwitz mentioned that Ms. Kennedy has helped the MPBMA to complete their bi-weekly payroll.

### **NEW BUSINESS:**

Mr. Boland, Esq. stated that he received a telephone call from Exeter Township's Solicitor regarding the Sewer District No. 1 Agreement. He questioned if we had a signed copy of the Agreement. Mr. Boland, Esq. stated that the agreement was never signed.

### **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 8:15 PM.**

Respectfully Submitted,  
Loretta L. Kennedy,  
Assistant Secretary