

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MEETING OF AUGUST 28, 2008**

MINUTES:

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

Timothy Waldman, Chairman
Pamela Keeler, Secretary
Benjamin Overley, Treasurer
Christine, Staron, Asst. Treasurer

Also Present:

.
Brian Boland, Esq.
Michael Sassaman., Arro
Kerry Ustaszewski
Loretta Shipe, Asst. Secretary

Absent:

Elaine Bildstein, Vice-Chairman

The Chairman, Timothy Waldman called the meeting to order at 7:30 PM with the Pledge of Allegiance to the flag.

The July 24, 2008 minutes were approved on a motion by Benjamin Overley, seconded by Pamela Keeler. **Motion passed.**

NEW BUSINESS:

Timothy Waldman welcomed Mrs. Christine Staron as the newest AVMA Board Member. Mrs. Staron was appointed by the Borough Council of Mount Penn to replace Lynn Leinbach whose term will end December 31, 2008. After receiving notification from Lynn Leinbach stating that she moved and now lives in the Borough of St. Lawrence, the Borough Council of Mount Penn decided that they wanted the Board Member to live in the Borough of Mount Penn.

COMMITTEE REPORTS

FINANCE COMMITTEE:

1. General Account & Payroll Account Checks for Approval:

Check Nos. 1864 through 1887 in the amount of \$40,037.02 from the General Account dated 8/28/08 were approved on a motion by Benjamin Overley, seconded by Christine Staron. Pamela Keeler abstained. **Motion passed.**

2. General Account & Payroll Account Checks for Ratification:

Thirteen EFTs and Check Nos. 1750 through 1760 dated 08/08/08 and 08/22/08 in the amount of \$21,631.29 from the Payroll Account as well as Check Nos. 1846 through 1863 dated 07/28/08 through 08/13/08, in the amount of \$16,028.54 from the General Account for a combined total of \$37,659.83 were approved on a motion by Benjamin Overley, seconded by Pamela Keeler. **Motion passed.**

Treasurer's Report –Month ending July of 2008:

Accounts:

Commerce Bank

Savings	\$ 34,671.05
Payroll	\$ 2,582.46
Checking	\$ 3,176.25
Sewer Revenue	\$ 274,788.60

Other

Morgan Stanley	
Beginning Balance:	\$ 621,441.68

Project Fund 2002:

Receipts	\$ 0.00
Expenses	\$ 0.00
Ending Balance	\$ 0.00

Leesport Bank

Beginning Balance	\$ 1,228,838.19
Receipts	\$ 0.00
Expenses	\$ 7,891.25
Ending Balance	\$ 1,220,946.94

Total Cash Available	\$ 2,157,606.98
-----------------------------	------------------------

Motion was made by Benjamin Overley, seconded by Pamela Keeler to accept July's Treasurer's Report. **Motion passed.**

CAPITAL IMPROVEMENT COMMITTEE:

Benjamin Overley presented the Capital Improvement Committee Report.

1. Benjamin Overley mentioned that a quote was included in the packet from Davis Tree Service, Inc. in the amount \$8,500.00 for the removal of five trees along the creek that stand behind the new clarifier. Leaves and debris are falling from these trees into the clarifier causing the clogging of sludge draw-off lines. Brian Boland, Esq. stated that we will need three quotes. Kerry Ustaszewski stated that he will get two additional quotes. A brief discussion followed.

ENGINEERING REPORT

Michael Sassaman presented the Engineering Report.

1. Howard Robson will return in the fall to address the seeding issues.

2. Michael met with Kerry Ustaszewski and TAH at the Pump Station to look at a valve operation problem. TAH will return under the one year warranty period to straighten out the valve box and see if this fixes the problem. This will be completed in the next couple of weeks.
3. Michael distributed and presented the Plant No. 1 Aeration Tank Upgrade and Modification Report, dated August of 2008. Michael explained that there are four aeration tanks in Plant No. 1, two contact tanks and two stabilization tanks. The problem is that there is not enough oxygen going into these tanks to operate properly. In the summer months, when it's hot you do not get as much oxygen out of warm air as you do cool air. A long explanation followed. This will be discussed at the next CIC meeting.
4. There were no applications for payment.
5. The CIC discussed the idea of installing a weir cleaning system on the new clarifier. The AVMA staff is cleaning them by hand at least weekly at this time. The CIC met with a tree trimmer who provided a cost to remove trees along the creek that drop leaves into the clarifier.
6. Oxidation Ditch Rotors - Lakeside recommended replacing the rotor assembly at a cost of \$27,427.00 for the equipment. ARRO asked the Lakeside Representative for detailed alignment specifications and have received a drawing with installation instructions and dimensions. ARRO suggests that Eastern Environmental be requested to check the alignment and see if it is within tolerances before we go further to consider replacing the rotor assembly.
7. F. Wanner Pump Station - ARRO has completed the specs for the installation of the second pump at the pump station. The estimated cost is \$17,870.00 for the equipment plus \$5,000 for installation and electrical. Total estimated cost is \$22,870.00. Motion was made by Benjamin Overley, seconded by Pamela Keeler to advertise an Invitation to Bid this project with bids due on September 23, 2008. Bids will be opened at 8:30 AM at the CIC Meeting. This project will be awarded at the September 25, 2008 Authority Meeting. **Motion passed.**
8. A brief discussion was held regarding the possibility of re-rating the plant. This will be discussed at a later date.
9. Motion was made by Benjamin Overley, seconded by Pamela Keeler to have ARRO complete specifications for videotaping the sewer system. **Motion passed.**

SAFETY COMMITTEE

Kerry Ustaszewski presented the Safety Committee Report at this time.

1. Kerry Ustaszewski reported that a representative for the confined space gas meter gave a presentation to the AVMA staff pertaining to the start-up and use of the meter. We are still waiting for some parts for the confined space meter.

FINANCE COMMITTEE:

Pamela Keeler stated there was no Finance Committee Report at this time.

PERSONNEL COMMITTEE

Pamela Keeler stated there was no Personnel Committee Report at this time.

1. Kerry Ustaszewski mentioned that our summer helper, Scott Kiedeisch, is done. He told Kerry that he would like to return next summer. He will contact Kerry to confirm this. It was noted that he was paid \$7.75 per hour this year. A pay raise for him will be discussed for next year.

PENSION COMMITTEE:

Pamela Keeler presented the Pension Committee Report at this time.

1. Pamela Keeler mentioned that she Elaine Bildstein attended a Morgan Stanley Presentation.

SUPERINTENDENT'S REPORT

Kerry Ustaszewski presented the Superintendent's Report.

1. Kerry Ustaszewski reported that DMRs were included in the packet. All results are within the limitations set forth on the NPDES Permit.
2. Chain, flights and accessories have been ordered from Polychem. The total price is \$8,798.00.
3. A quotation from Eastern Environmental for a Confined Space Inline Fan in the amount of \$5,545.00 is included in the packet. Brian Boland, Esq. stated that three quotes would be needed. A short discussion followed.
4. A DEP Compliance Inspection Report is included in the packet. Kerry Ustaszewski reported that everything went well.
5. Included in the packet is a letter from the DEP stating that we are no longer under a Connection Prohibition. A short conversation followed regarding hydraulic overload.
6. Kerry mentioned that a Resolution regarding the location of sewer laterals was never finalized. A short discussion followed.

A Motion was made by Benjamin Overley, seconded by Pamela Keeler, to adopt the Resolution of the Antietam Valley Municipal Authority revising the rules and regulations regarding the location of sewer laterals. **Motion passed.**

7. Plans for the Manzella connection have been submitted. The plans as presented do not meet the Rules and Regulations of AVMA. Kerry Ustaszewski explained that this plan was received from Landis Plumbing and Heating and includes using 6" lines. Michael Sassaman explained that the correct way is to extend the sewer main to front Mr.

Manzella's property and then connect into the new sewer main. Pamela Keeler mentioned that maybe AVMA should extend the line to Mr. Manzella's property. The cost would be split equally between everyone who could connect. It would be Lower Alsace Township's decision whether they would require the other residents to connect.

Michael Sassaman recommended sending a letter to Mr. Manzella explaining that we do not agree with the proposed plan that was submitted. The original proposal was to cross the road diagonally and have the lateral be closer to the existing manhole. AVMA is considering extending the sewer main and dividing the cost of the sewer main by the number of connections. It was suggested that a copy of this letter be sent to the Judge, Joan London, Esq., Brian Boland, Esq. and Lower Alsace Township.

Pamela Keeler stated that she would like a cost estimate for this job before making a decision. Michael stated that he would make one drawing to put together a cost estimate. Kerry Ustaszewski stated that he would discuss this with Elaine Bildstein.

SOLICITOR'S REPORT:

Brian Boland, Esq. presented the Solicitor's Report at this time.

1. Brian Boland, Esq. stated that he spoke briefly to Serena DiMagno, of SSM. Serena agreed to meet with the Finance Committee. A brief explanation was provided to Christine Staron, who is part of the Finance Committee, regarding this issue. Pamela Keeler mentioned that it would be helpful if Kerry Ustaszewski also attended this meeting. A meeting will be scheduled.

OFFICE MANAGER'S REPORT:

Loretta Shipe presented the Monthly Office Manager's Report

1. A notification was received from M. J. Reider Assoc., Inc. regarding the increase in some laboratory testing pricing.
2. Letters to Markley Actuarial and Duda Actuarial were included in the packets.
3. Sunoco posted a payment to AVMA's account in the amount of \$492.28 which we did not pay. I phoned the Customer Service Department and they sent a letter explaining that a payment was erroneously posted to our account.
4. I attended a Benecon meeting. A summary of the year through 6/30/08 and a copy of reimbursement check no. 323 in the amount of \$1,841.00 was included in the packet. This payment was a portion of the 2007 surplus.
5. Penn View Mobile Home Park's request for credit was discussed. Motion was made by Benjamin Overley, seconded by Christine Staron to calculate a credit for one quarter using the existing calculation. This credit amount will be given to Brian Boland, Esq.
Motion passed.
6. Motion was made by Benjamin Overley, seconded by Christine Staron to accept the Bonfitto Scheduled Maintenance Agreement. **Motion passed.**

UNFINISHED BUSINESS:

There being no further business a motion was made by Benjamin Overley, seconded by Pamela Keeler to adjourn the meeting. Motion passed and the meeting adjourned at 9:30 PM.

Respectfully Submitted,

Loretta L. Shipe,
Assistant Secretary