

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MEETING OF AUGUST 27, 2009**

MINUTES:

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

Mrs. Elaine Bildstein, Chairperson
Mr. Benjamin Overley, Vice-Chairman
Mrs. Pamela Keeler, Secretary
Mr. Timothy Waldman, Asst. Treasurer
Mrs. Christine Staron, Treasurer

Also Present:

Mr. Brian Boland, Esq., Kozloff Stoudt
Mr. Michael Sassaman, Arro Engineering
Mr. Kerry Ustaszewski, Superintendent

Absent:

Ms. Loretta Shipe, Asst. Secretary

The Chairperson, Mrs. Elaine Bildstein called the meeting to order at 7:30 PM with the Pledge of Allegiance to the flag.

NEW BUSINESS

The July 23, 2009 minutes were approved on a motion by Mr. Overley, seconded by Mrs. Keeler. **Motion passed.**

COMMITTEE REPORTS

FINANCE COMMITTEE:

1. General Account Checks for Approval:

These checks will be ratified at the September 24, 2009 meeting.

2. General Account & Payroll Account Checks for Ratification:

These checks will be ratified at the September 24, 2009 meeting.

Treasurer's Report – Month ending July of 2009:

Accounts:

Commerce Bank

Savings	\$ 90,025.16
Payroll	\$ 3,269.92
Checking	\$ 19,320.14
Sewer Revenue	\$ 324,054.36

Other

Morgan Stanley	
Beginning Balance:	\$ 655,262.50
Receipts:	\$ <u>4,220.79</u>
Ending Balance:	\$ 659,483.29
<u>Leesport Bank</u>	
Beginning Balance	\$ 861 226.81
Receipts	\$ 0.00
Expenses	\$ <u>42,334.88</u>
Ending Balance	\$ 818,891.93
Total Cash Available	\$ 1,915,044.80

Motion was made by Mr. Waldman, seconded by Mr. Overley to accept June's Treasurer's Report. **Motion passed.**

SAFETY COMMITTEE

Mr. Waldman presented the Safety Committee Report at this time.

Based on a plant tour taken on 8/13/09 and looking at concerns of plant employees, a prioritized list of items and approximate costs was prepared as follows:

1. Provide proper ventilation in the blower room to allow electrical panel to remain closed and prevent electrical injury. This pricing does not include any engineering necessary to calculate the proper CFM's required to ventilate this area to maintain a proper ambient temperature – **SAFETY ISSUE!**
Approximate Cost - \$8,000.00
2. Replacement of 3 motor starters in the basement. This would eliminate exposed wiring and modernize the disconnect and motor starter. **SAFETY ISSUE!**
Approximate Cost per starter - \$2,500.00 x 3
3. Replace Panel FF in the press room with new modern breaker panel.
Approximate Cost - \$3,000.00
4. Modify controls for blowers to only allow for manual control and eliminate automatic configuration.
Approximate Cost - \$2,000.00
5. Install outdoor light at plant one where feeds were cut off during construction, supplied from new Panel FF.
Approximate Cost - \$1,700.00
6. Install updated ice cube relays in sludge pump controller to replace obsolete control boards (6 boards with 3 relays apiece total).
Approximate Cost - \$1,500.00 x 6

Approximate costs for all projects to be completed - \$31,200.00

Please note that each of these projects could be done on a stand alone basis and are not related to each other. There would be some scheduled outages required for some of these projects, coordination would be the key.

A brief discussion followed. A motion was made by Mr. Overley, seconded by Mrs. Keeler to get the necessary telephonic quotes and get started on Item No. 1: To provide proper ventilation in the blower room to allow electrical panel to remain closed and prevent electrical injury. **Motion passed.**

FINANCE COMMITTEE:

There was no Finance Committee Report at this time.

PERSONNEL COMMITTEE

Mrs. Keeler presented the Personnel Committee Report at this time.

1. Discussions were held regarding overtime and sick time. Brian Boland, Esq. stated that typically sick days are exhausted before using sick days from the employee's bank of accumulated days.

PENSION COMMITTEE:

Mrs. Keeler presented the Pension Committee Report.

1. Mrs. Keeler and Mrs. Bildstein met with Tom White, of Morgan Stanley and Mr. Duda, of Duda Actuarial. The Pension fund is not doing well but has come back since the beginning of the year. The MMO is included in the packet. Next year's MMO will be even higher.

2. Mrs. Keeler mentioned that Budget Meetings will start in October of 2009.

CAPITAL IMPROVEMENT COMMITTEE:

The Capital Improvement Committee Report issues will be covered under the Engineering Report.

MPBMA

Mr. Overley presented the MPBMA Report.

1. Mr. Overley stated that the MPBMA is considering raising their rates.

SOLICITOR'S REPORT

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

1. The Trieb matter was taken care of.

2. The SSM statement was included in the packet. A brief discussion followed.

SUPERINTENDENT'S REPORT

Mr. Ustaszewski presented the Superintendent's Report.

1. DMR's are included in the packet. All results are within the limitations set forth on the NPDES Permit.
2. The third and fourth rounds of WET testing have been completed. The results for the third round were fine and we are waiting for the results from the fourth round.
3. Mr. Crawford, of LRM, was here to set up the sodium bisulfate to dechlorinate according to our permit.
4. Dave Herb videoed the Byram Street sewer line. This is the sewer pipe that has a Met-Ed pole inserted into it, approximately one inch into the side of the sewer pipe. A brief discussion was held regarding the repair of this pipe.
5. There was a telephone call from a resident at 108 Heidelberg Avenue looking for their running trap. It was dye tested. It was discovered the Heidelberg Avenue line does not run onto Heidelberg but goes out the backyard to someone else's yard on Woodland Avenue. A brief discussion followed.

ENGINEERING REPORT

Mr. Sassaman presented the Engineering Report.

1. **Aeration Tank Improvements** – ARRO is working on the design drawings for the aeration improvements in two of the four aeration tanks and replacement of the bridge. ARRO has a layout drawn and has forwarded it to Flygt for their comments and confirmation. The drawings are available to review.
2. **Sewer Lining along Sweigart Lane** – The lining work along Sweigart Lane was completed July 16 through June 18, 2009. The final payment Application was not submitted so it will wait until next month for the release of the retainage in the amount of \$2,075.52.
3. **New Clarifier Weir Brush System** – The weir brush was delivered and tested in the clarifier and it appears to be working well. Eastern Environmental is working on the other clarifiers and will add the bracket to tow the weir brush. Initial testing is underway. Mr. Sassaman purchased four brushes at a cost of \$67.72 and there is one invoice from Stewart Fabrication for the metal work in the amount of \$260.00 for a total of \$327.72. Mr. Sassaman will submit the receipts to the Authority for payment. Motion was made by Benjamin Overley, seconded by Elaine Bildstein to reimburse Mr. Sassaman and Stewart Fabrication. **Motion passed.**
4. **Oxidation Ditch Rotors** – Eastern Environmental checked the alignment of the rotors and found them to be within acceptable tolerances. It appears that the only solution is to replace the cage rotor with a new shaft and blades or install a different aeration unit. Lakeside provided a price to purchase one complete new rotor assembly of \$23,090. The removed rotor could then be sent back to the factory for reconditioning or replacement and switched out for the other unit. ARRO received a price quote for a complete floating aerator unit manufactured by S&N Aeroflow with a 10HP motor for \$21,500.00 or \$24,900.00 if a covered unit is provided. See attached information.

5. Carsonia Avenue Sewer Lining – Kerry and the CIC asked ARRO to revise the previous sewer lining bidding documents to bid the lining of one 400’ long manhole section along Carsonia Avenue. The estimated cost of the lining work for Carsonia Avenue is approximately \$18,000.00. A brief discussion was held regarding the lining of a section on Byram Street. Mr. Sassaman stated that if approved, ARRO will advertise for bids. Motion was made by Benjamin Overley, seconded by Elaine Bildstein to include the section of Byram Street with the Carsonia Avenue Lining Project.

6. NPDES Permit Renewal – The third round of WET tests are now completed and ARRO is updating the tables for the permit renewal and will forward them and the WET test results to PA DEP. The results of the WET testing indicated 100% survival and 100% growth.

**OFFICE MANAGER’S REPORT:
presented the Monthly Office Manager’s Report**

1. Employee safety shirt pricing was discussed. Motion was made by Pamela Keeler, seconded by Elaine Bildstein to get the shirts from Keystone Tees. **Motion passed.**
2. A new Maintenance Agreement was received from Bonfitto. There was no price increase. Motion was made by Benjamin Overley seconded by Timothy Waldman to approve the Yearly Maintenance Agreement with Bonfitto. **Motion passed.**
3. An insurance claim from Selective Insurance Company was included in the packet for Mr. Raymond Disla. A brief conversation followed.
4. Mrs. David Miller contacted Mrs. Shipe and asked if she could provide an Insurance Quotation from Richard Hart Insurance Company for 2010. At this time, the AVMA Board is not interested in changing insurance companies.
5. A credit request was received from Trinity United Church of Christ. Motion was made by Mr. Overley, seconded by Pamela Keeler to give credit based on our calculation. **Motion passed.**

UNFINISHED BUSINESS:

There being no further business a motion was made by Mr. Waldman, seconded by Mr. Overley to adjourn the meeting. Motion passed and the meeting adjourned at 9:00 PM.

Respectfully Submitted,

Loretta L. Shipe,
Assistant Secretary