

**ANTIETAM VALLEY MUNICIPAL AUTHORITY  
MEETING OF MARCH 26, 2009**

**MINUTES:**

The March 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  
Mrs. Pamela Keeler, Secretary  
Ms. Christine Staron, Treasurer  
Mr. Timothy Waldman, Asst. Treasurer

**Also Present:**

Mr. Brian Boland, Esq., Kozloff Stoudt  
Mr. Brad Smith, Arro Engineering  
Mr. Kerry Ustaszewski, Superintendent  
Ms. Loretta Shipe, Asst. Secretary

**Absent:**

Mr. Benjamin Overley, Vice-Chairman

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

**NEW BUSINESS**

The February 26, 2009 minutes were approved on a motion by Mr. Waldman, seconded by Ms. Staron. **Motion passed.**

**COMMITTEE REPORTS**

**FINANCE COMMITTEE:**

**1. General Account Checks for Approval:**

Check Nos. 2098 through 2119 in the amount of \$51,289.87 from the General Account dated 3/27/09 were approved on a motion by Mrs. Keeler, seconded by Mrs. Bildstein. **Motion passed.**

**2. General Account & Payroll Account Checks for Ratification:**

Sixteen EFTs and Check Nos. 1814 through 1824 in the amount of \$21,970.35 from the Payroll Account dated 03/06/09 and 03/20/09 as well as Check Nos. 2084 through 2090 and 2092 through 2097 in the amount of \$17,465.98 from the General Account dated 03/03/09 through 03/12/09 for a combined total of \$39,436.33 were approved on a motion by Mrs. Keeler, seconded by Mrs. Bildstein. **Motion passed.**

**Treasurer's Report – Month ending February of 2009:****Accounts:****Commerce Bank**

Savings	\$ 43,744.38
Payroll	\$ 4,496.57
Checking	\$ 18,080.41
Sewer Revenue	\$ 566,065.78

**Other**

Morgan Stanley Beginning Balance:	\$ 621,441.68
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**Project Fund 2002:**

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

**Leesport Bank**

Beginning Balance	\$ 898,373.46
Receipts	\$ 0.00
Expenses	\$ 0.00
Ending Balance	\$ 898,373.46

<b>Total Cash Available</b>	<b>\$ 2,152,202.28</b>
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Motion was made by Mrs. Keeler, seconded by Mrs. Bildstein to accept February's Treasurer's Report. **Motion passed.**

**CAPITAL IMPROVEMENT COMMITTEE:**

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

**ENGINEERING REPORT**

**Mr. Smith presented the Engineering Report.**

1. Chapter 94 Report – ARRO has completed the 2008 Chapter 94 Report and provided copies to AVMA for submission to PA DEP. It is due by March 31, 2009.
2. Meter Chamber groundwater leak – Howard Robson was contacted and sent men to the AVMA plant, tightened the link seal and stopped the leak. They did this at no cost to AVMA.
3. NPDES Permit Renewal – ARRO wrote a letter to Mr. Ustaszewski describing the required laboratory testing for the NPDES Permit Renewal. Whole Effluent Toxicity Testing (WET) is also required. Mr. Ustaszewski is investigating laboratories to complete these tests. The testing should be started ASAP so we have results in hand for the renewal application.

4. The CIC discussed the previous recommendations to proceed with the aeration improvements and repairs. If two of the four tanks were done, the existing aeration would improve in the other two tanks while the new aerators could be evaluated.
5. New Clarifier Weir Brush System – Mr. Sassaman has taken measurements and has begun to design a prototype of the brush system. He is working with Stewart Fabrication of Temple to develop a working device. Brushes were purchased at Lowes for this prototype.
6. Oxidation Ditch Rotors – Mr. Ustaszewski contacted Lakeside but has not received information or arranged a site visit with them yet.
7. F. Wanner Pumpstation 2<sup>nd</sup> Pump – Eastern Environmental has received the pump and constructions should be starting shortly.
8. Friedensburg Road Sewer Extension – The Contract Award Notice and signed Contract was sent to Barasso. We are awaiting a call to set up a pre-construction meeting and receive their schedule for construction.
9. Sewer Lining along Sweigart Lane – ARRO has advertised bidding documents for the lining work as directed at the last meeting. The bid opening is scheduled for the next AVMA meeting on April 23, 2009. A list of contractors who picked up plans was provided to the board members.
10. Insurance Valuation – ARRO reviewed the insurance valuation from Selective Way Insurance Company and prepared a letter with our opinion.
11. ARRO completed the application for the Delaware River Basin Commission and it must be sent in with a check for \$250.00. Motion was made by Mr. Waldman, seconded by Mrs. Keeler to approve this application and send it by Certified Mail. **Motion passed.**
12. The Inflow & Infiltration televising project was discussed. The CIC will discuss this further at their next meeting on April 14, 2009.

#### **SAFETY COMMITTEE**

**Mr. Ustaszewski stated there was no Safety Committee Report at this time.**

#### **FINANCE COMMITTEE:**

**Ms. Staron stated there was no Finance Committee Report at this time.**

#### **PERSONNEL COMMITTEE**

**Mr. Waldman stated there was no Personnel Committee Report at this time.**

#### **PENSION COMMITTEE:**

**Mrs. Bildstein stated there was no Pension Committee Report at this time.**

#### **MPBMA**

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

**SUPERINTENDENT'S REPORT****Mr. Ustaszewski presented the Superintendent's Report.**

1. The DMRs were included in the packet. All results are within the limitations set forth on the NPDES Permit.
2. We must renew our Permit by 2010. WET Testing must be completed. Motion was by Mrs. Bildstein, seconded by Mr. Waldman to complete the WET Testing using AquaticLabs, Inc, .in the amount of \$5,600.00. **Motion passed.**
3. Lakeside has not e-mailed any information as of yet regarding the rotor blades. Another rotor blade loosened up and was re-tightened. Mr. Sassaman is going to contact the vendor representative.
4. Aeration improvement continues to be discussed at CIC.

**SOLICITOR'S REPORT:****Mr. Boland, Esq. presented the Solicitor's Report.**

1. Mr. Boland, Esq. stated that the Temporary Construction Easement was amended to reflect the correct dates, they originally said February of 2009.
2. Mrs. Bildstein signed the verification of sewer rates. This information was dealing with Penn View Mobile Home Park.

**OFFICE MANAGER'S REPORT:****Ms. Shipe presented the Monthly Office Manager's Report**

1. The refurbished Norstar telephone system has been installed.
2. Included in the packet were copies of a letter mailed to the Friedensburg Road residents affected by the Friedensburg Road Sewer Extension. This letter included contractor's addresses and telephone numbers.
3. A Benecon Meeting was held on March 17, 2009 at the Shillington Borough. Additional information is included in the packet as well as a copy of Check No. 422 in the amount of \$25,987.00. This payment is 75% distribution for 2008 plan year. The total reimbursement for AVMA is \$34,649.00. The next Benecon meeting is scheduled for 6/10/09 at 11:00 AM at the Shillington Borough.
4. A meeting was held on March 26, 2009, with LaRue McManus, RN of Connect Care 3. This is a program available to PHMIC members and insured family members designed to assist patients diagnosed with critical illnesses and life-threatening conditions.
5. Selective Insurance Company settled the claim with Linda Brem of 812 Brighton Avenue on March 6, 2009. Linda Bream was given \$7,400.00 for repairs.

6. Copies of signs were distributed. Ms. Shipe will check with some local sign makers.
7. Quotations for telephone services were included in the packets from D&E. Verizon was contacted but did not respond. Motion as made by Mr. Waldman, seconded by Ms. Staron to switch to D&E for one year without internet service. **Motion passed.**
8. Worker's Compensation Issue – If an employee gets injured at work and continues to work, must they use sick time for their doctor's appointments? Mr. Boland, Esq. stated that they must use their sick time.
9. The Audit is completed for Fiscal Year Ending December 31, 2007. Copies were distributed to Board Members.

**At 8:25 PM an Executive Session was called for matters of Personnel. The meeting was called back to order at 8:35 PM with no decisions being made.**

**UNFINISHED BUSINESS:**

**There being no further business a motion was made by Ms. Staron, seconded by Ms. Bildstein to adjourn the meeting. Motion passed and the meeting adjourned at 8:40 PM.**

Respectfully Submitted,

Loretta L. Shipe,  
Assistant Secretary