

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MEETING OF MAY 22, 2008**

MINUTES:

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

Timothy Waldman, Chairman
Lynn Leinbach, Secretary
Pamela Keeler, Treasurer
Benjamin Overley, Asst. Treasurer

Also Present:

Michael Sassaman, Project Manager, Arro
Kerry Ustaszewski
Loretta Shipe, Asst. Secretary

Absent:

Elaine Bildstein, Vice-Chairperson

The Secretary Lynn Leinbach called the meeting to order at 7:30 PM with the Pledge of Allegiance to the flag.

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

NEW BUSINESS:

COMMITTEE REPORTS

FINANCE COMMITTEE:

1. General Account & Payroll Account Checks for Approval:

Check Nos. 1747 through 1763 in the amount of \$24,395.07 from the General Account dated 5/23/08 and Check No. 1764 payable to J.W. Leinbach in the amount of \$331.68 dated 5/23/08 for a combined total of \$24,726.75 were approved on a motion by Benjamin Overley, seconded by Pamela Keeler. Lynn Leinbach abstained. **Motion passed.**

2. General Account & Payroll Account Checks for Ratification:

Thirteen EFTs and Check Nos. 1716 through 1720 dated 05/02/08 through 5/16/08 in the amount of \$18,933.99 from the Payroll Account as well as Check Nos. 1731 through 1736 and 1738 through 1746 dated 04/28/08 through 05/15/08, in the amount of \$628,534.26 and Check No. 1737 dated 05/07/2008 in the amount of \$201.45 for a combined total of \$647,468.25 were approved on a motion by Benjamin Overley, seconded by Pamela Keeler. Lynn Leinbach abstained. **Motion passed.**

Treasurer's Report –Month ending April of 2008:**Accounts:****M&T**

General Checking Account	\$	0.00
Payroll M & T	\$	0.00
Clearing Fund	\$	0.00

Commerce Bank

Savings	\$	892,350.03
Payroll	\$	12,293.95
Checking	\$	7,495.05
Sewer Revenue	\$	157,431.62

Other

Morgan Stanley		
Beginning Balance:	\$	21,441.68

Project Fund 2002:

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

Leesport Bank

Beginning Balance	\$	1,248,459.69
Receipts	\$	0.00
Expenses	\$	19,621.50
Ending Balance	\$	1,228,838.19

Total Cash Available	\$	2,319,850.52
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Motion was made by Pamela Keeler, seconded by Benjamin Overley to accept April's Treasurer's Report. **Motion passed.**

CAPITAL IMPROVEMENT COMMITTEE:**Benjamin Overley presented the Capital Improvement Committee Report.**

1. Benjamin mentioned that parts of the Oxidation Ditch aeration rotors are being replaced as they break about every six to eight months. ARRO suggested that they contact Lakeside and some other manufacturers to see if replacement of this equipment with something improved would be cost effective.
2. Discussion regarding the Aeration Tank Bridge and Handrail replacement is ongoing. This project will have to be bid.
3. I/I Program was discussed at length. Comments were offered by Lynn Leinbach regarding the taping of St. Lawrence's entire sewer system. Mike Sassaman stated that this should be completed when there is high ground water. This job would include an external hard drive of all the information. This will be discussed further at the next CIC meeting.

4. The Exeter Sludge Dryer program was briefly discussed. Exeter Township is looking for a response to the commitment of taking sludge to them for drying and disposal. ARRO suggests that we draft a letter with Kerry stating that AVMA would bring an annual amount of dewatered sludge to Exeter if the cost is comparable to AVMA's cost to landfill.

5. There is a defective valve in the chlorine contact tank that should be replaced. It is ARRO's professional opinion that the replacement of this valve is routine maintenance. Kerry stated that we would buy the replacement parts and have them installed by Eastern Environmental. Motion was made by Benjamin Overley, seconded by Pamela Keeler to have Eastern Environmental replace this valve. **Motion passed.**

ENGINEERING REPORT

Michael Sassaman presented the Engineering Report

1. Howard Robson is scheduled to return to the plant to complete the paving, grading and seeding work before the end of May. The paving is scheduled for next week.

2. There are no applications for payment this month.

3. Aeration Blowers – Arro met with CIC and the blower situation and lack of DO in the aeration tanks during hot weather. Arro has received some laboratory data and met with some manufacturer representatives and is working on a report.

4. Parts of the oxidation ditch aeration rotors are being replaced as they break approximately every six to eight months. Arro suggests that AVMA authorize them to contact some other manufacturers to see if replacement of the equipment with something improved would be cost effective. It was noted that Michael spoke to a representative from Lakeside and they have changed the style.

5. Aeration bridge and handrails are to be replaced. Arro should prepare specs and attach them to an existing drawing for bidding purposes

6. Clarifier brush system – Michael suggests looking at the system at Mt. Joy at a future date.

7. Michael stated that Arro would like to check out the oxidation ditches – Storm flow mode was briefly discussed.

8. Dolan Transitional Age Community Development - Arro responded to the developer's engineer's request for the review of the Construction Cost Estimate for Escrow. Arro recommended that \$3,000.00 be added to cover AVMA inspections and testing. Otherwise the estimate was acceptable.

SAFETY COMMITTEE

Kerry Ustaszewski presented the Safety Committee Report at this time.

1. Kerry Ustaszewski reported that he is working with Michael Sassaman regarding Confined Space Issues.

2. Kerry also noted that a fan must be installed to blow into the anaerobic digester pipe gallery. Kerry stated that he would get pricing for the fan and installation.

FINANCE COMMITTEE:

There was no Finance Committee Report at this time.

PERSONNEL COMMITTEE

There was no Personnel Committee Report.

PENSION COMMITTEE:

Pamela Keeler presented the Pension Committee Report at this time.

1. Pamela Keeler reported that the Pension Committee will draft a proposal for a new Actuary.

SUPERINTENDENT'S REPORT

Kerry Ustaszewski presented the Superintendent's Report.

1. Kerry Ustaszewski reported that DMRs were included in the packet.

2. Chlorinator - To complete the Chlorine Analyzer, to have automatic feed and meet flow requirements for chlorine residual for DMR reporting, we must add a Compound Loop Controller. Option one is for the loop controller in the amount of \$1,475.00. Option two has a built in loop control valve. This option costs \$2,950.00. Kerry recommended option two. Motion was made by Lynn Leinbach, seconded by Benjamin Overley to approve Option 2, with Michael Sassaman's review, in the amount of \$2,950.00. **Motion passed.**

3. Repairs are necessary on Plant No. 2 Final Clarifiers. This is a maintenance issue. Quotes have been received from Siemens in the amount of \$8,824.00 and Polychem Systems in the amount of \$9,986.75 for parts. Eastern Environmental estimated a price for installation to be approximately \$5,000.00. Kerry noted that he would get a not to exceed price from Eastern Environmental. Motion was made by Benjamin Overley, seconded by Lynn Leinbach, with Michael Sassaman's review, to approve these repairs. **Motion passed.**

4. Kerry stated that he attended Lower Alsace Township Meeting on May 14, 2008 with Mary Jane Morgan, not to represent her, but to answer any questions pertaining to the sanitary sewer system. Lower Alsace Township officials told Mary Jane Morgan that she could plug the line in her yard. Kerry stated that as far as we know AVMA's responsibility is gone after the holes in her yard are filled in.

5. Kerry reported that he spoke to Godwin Pumps and the pump that we have should be used as a back-up pump only.

6. It was noted that the gas cabinet must be moved to the new garage. Tim will check to see what safety issues there are regarding gasoline storage.

SOLICITOR'S REPORT:

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

1. Brian Boland, Esq. stated that he met with Richard Schloesser, of SSM, to discuss the billing issues between AVMA and SSM. A meeting will be scheduled with Pamela Keeler to further discuss these outstanding invoices.

OFFICE MANAGER'S REPORT:

Loretta Shipe presented the Monthly Office Manager's Report

1. Pennview Mobile Home Park credit was discussed. It was explained that the manager wanted a leak credit for two quarters, not just one as was previously discussed. It was decided that we would wait for the next sewer billing to check the usage.
2. William Graser should be given credit for one quarter according to our formula and additional credit may be given after speaking to Rich Genova of Mt. Penn Borough Municipal Authority to determine when this leak was fixed.
3. It was noted that Diane Trieb, of 609 N. 26th Street, Reading PA 19606 has never paid her portion of the repair cost for the sewer main and house connection at her home in the amount of \$1,900.00. A short discussion followed. Brian Boland, Esq. will see if he has a copy of the signed agreement between AVMA and Diane Trieb.

UNFINISHED BUSINESS:

There being no further business a motion was made by Lynn Leinbach, 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