

**ANTIETAM VALLEY MUNICIPAL AUTHORITY
MEETING OF OCTOBER 23, 2008**

MINUTES:

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

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

Also Present:

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Joan London, Esq.
Michael Sassaman., Arro
Kerry Ustaszewski
Loretta Shipe, Asst. Secretary

Visitor:

James S. Griesemer, BCM Engineers

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

The September 25, 2008 minutes were approved on a motion by Benjamin Overley, seconded by Christine Staron. **Motion passed.**

NEW BUSINESS:

Mr. James S. Griesemer, of BCM Engineers, explained that he wanted to attend a meeting and introduce himself.

COMMITTEE REPORTS

FINANCE COMMITTEE:

1. General Account Checks for Approval:

Check Nos. 1926 through 1953 in the amount of \$44,300.40 from the General Account dated 10/23/08 were approved on a motion by Benjamin Overley, seconded by Christine Staron. **Motion passed.**

2. General Account & Payroll Account Checks for Ratification:

Thirteen EFTs and Check Nos. 1774 through 1777 dated 10/03/08 and 10/17/08 in the amount of \$18,662.05 from the Payroll Account as well as Check Nos. 1918 through 1925

dated 09/29/08 through 10/10/08, in the amount of \$10,716.84 from the General Account for a combined total of \$29,378.89 were approved on a motion by Benjamin Overley, seconded by Christine Staron. **Motion passed.**

Treasurer's Report –Month ending September of 2008:

Accounts:

Commerce Bank

Savings	\$ 128,775.33
Payroll	\$ 2,384.51
Checking	\$ 4,710.60
Sewer Revenue	\$ 130,796.82

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	\$ 1,134,980.79
Receipts	\$ 0.00
Expenses	\$ 85,966.15
Ending Balance	\$ 1,049,014.64

Total Cash Available	\$ 1,937,123.58
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Motion was made by Benjamin Overley, seconded by Christine Staron to accept September's Treasurer's Report. **Motion passed.**

CAPITAL IMPROVEMENT COMMITTEE:

Benjamin Overley presented the Capital Improvement Committee Report.

1. Benjamin Overley reported that the CIC issues would be discussed during the Engineering Report.

ENGINEERING REPORT

Michael Sassaman presented the Engineering Report.

1. Howard Robson has addressed the seeding issues by re-seeding and placing topsoil and mulch in areas where grass did not grow. There has not been much rain lately to get this new seed started. Robson has applied for the final payment of \$4,000.00. Approval of this invoice will close out the project.

TAH returned under the one year warranty period to straighten out the valve box at the Pump Station. The problem seems to have been corrected.

2. Applications for payment were presented. Contract 2A – Howard Robson, Inc. – Final Application #21 in the amount of \$4,000.00 was submitted. A short discussion followed and this will be discussed at the next meeting in November.
3. Aeration Blowers – The CIC discussed the ARRO report and recommendations and would like to include the aeration improvements, bridge and railing replacement in the budget for 2009. The Aeration System cost estimate was \$211,901.00 and the bridge, railing and stop gate replacement work estimate was \$83,503.00 for a total estimated cost of \$295,404.00.
4. New Clarifier Weir Brush System – The CIC suggested putting this in the 2009 budget. ARRO saw a weir cover system that is designed to reduce the algae growth and will investigate the cost compared to the brush system. It is estimated that either system will cost approximately \$30,000.00 installed.
5. Oxidation Ditch Rotors – As authorized at the last AVMA meeting, ARRO contacted Lakeside to arrange a service technician for a one day service call at a cost of between \$1,700.00 and \$2,000.00. ARRO asked that they contact Kerry Ustaszewski to make the necessary arrangements. Eastern Environmental would also be present to perform any necessary alignments and to check to see if it is within tolerances before considering replacing the rotor assembly.
6. ARRO sent the Agreement and Bond Forms to Eastern Environmental and received them back, executed by the Contractor. ARRO recommends that AVMA execute the Agreements and a copy will be mailed to Eastern Environmental with the Notice To Proceed.
7. Friedensburg Road Sewer Extension – ARRO has begun the surveying work and writing the specifications for the Friedensburg Road Sewer Extension. We could advertise the project for bids as soon as the plan and specs are completed and bids could be opened at the November AVMA Meeting. AVMA should decide who will contact the property owners that the extension could serve. This includes 1612, 1614, 1616, 1700 and 1704 Friedensburg Road. It was also mentioned that if 1550 Friedensburg Road is not connected to the existing sewer, they should be included. Elaine Bildstein reported that at the October 22, 2008 meeting at Lower Alsace Township, the question was asked by a Township Supervisor if these residents would be forced to connect to the sanitary sewer system. Brian Boland, Esq. stated that they would not be forced to connect. Joan London, Esq. responded that they would not be forced to connect but there would be a lien on their property for their portion of the cost of the sanitary sewer construction. Joan London, Esq. suggested drafting a letter to Lower Alsace Township Supervisors requesting that they notify the residents and also make a decision if they would like these residents to connect. Pamela Keeler requested that Joan London, Esq. draft this letter from Antietam Valley Municipal Authority to Lower Alsace Township Supervisors. A short discussion followed.
8. Due to the length of the sewers, it is estimated that televising the entire system would cost approximately \$188,000.00. It may be a good idea to budget a set amount of money to do a portion of the system each year for the next four years until it is completed. Each

section will also require additional money for rehabilitation which will follow the televising.

9. Kerry Ustaszewski mentioned that the transition from SSM to ARRO Engineering has been very smooth and he appreciates Michael Sassaman and the good job that he is doing.

SAFETY COMMITTEE

Kerry Ustaszewski stated that there was no Safety Committee Report at this time.

FINANCE COMMITTEE:

Pamela Keeler presented the Finance Committee Report.

1. Pamela Keeler stated that a budget meeting will be held and it would be helpful to have some capital improvement figures for this meeting.

PERSONNEL COMMITTEE

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

1. Kerry Ustaszewski explained that David Miller, an Antietam Valley Municipal Authority employee, had an altercation with a resident. The Central Berks Police were called by the resident. Kerry stated that he met with the resident and the matter was resolved. A short discussion followed.

PENSION COMMITTEE:

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

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. Three proposals to cut down trees were given to Benjamin Overley. These were from Davis Tree Service, Inc., Wolf Tree Specialists and Plank Tree Service. The lowest proposal was from Plank Tree Service with a Not-to-Exceed price of \$7,500.00. This price included the crane rental. Motion was made by Benjamin Overley, seconded by Pamela Keeler to accept the low bid in the amount of \$7,500.00 by Plank Tree Service for tree removal **Motion passed.**
3. The ITT pump in inventory is now up and running.
4. Kerry stated that Howard Robson employees returned to address the seeding issue and there is no grass growing. They also have to address the sheer gate problem in the chlorine tank.
5. The skirting has to be put on two of the clarifiers. Eastern Environmental will install this hopefully by the end of the year.

SOLICITOR'S REPORT:

Joan London, Esq. stated there was no report at this time.

OFFICE MANAGER'S REPORT:

Loretta Shipe presented the Monthly Office Manager's Report

1. As per the Board's request, more information was gathered regarding the request for sewer credit for Betty Quillman, of 2800 Prospect Street. A sewer credit request from Rachel Lasky, of 2653 Perkiomen Avenue, was discussed. It must be determined if this water entered the floor drain. Rachel Lasky will be contacted and this will be discussed at a later date.
2. Motion was made by Pamela Keeler, seconded by Elaine Bildstein to authorize preparation of the amendment to the Sewer Credit Resolution. **Motion passed.**
3. Benjamin Overley mentioned that the number of shut off notices is much higher than last year at this time.
4. Commerce Bank – Letter of Collateralization is included in the packet. This should be received on a yearly basis.
5. City of Reading Transportation & Treatment Rates were included in the packet.
6. The Sewer Credit Request received from Rachel Lasky will be considered after a dye test is completed. This dye test will be scheduled after Rachel Lasky makes the necessary arrangements with her tenants.
7. It was mentioned that rate increase for employee health insurance with Benecon was 7.7% for 2009.

UNFINISHED BUSINESS:

Elaine Bildstein explained that a copy of the letter that Brian Sands sent to Anthony's Restaurant regarding their grease problem was included in the packet. They have not corrected the problem so they will be fined.

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

Respectfully Submitted,

Loretta L. Shipe,
Assistant Secretary