

**Red Lion Municipal Authority**  
**Meeting Minutes**  
**Wednesday, April 25<sup>th</sup>, 2018**

**Members**

Skip Missimer, Vice Chairman  
Brad Smith, Secretary  
Mike Poff, Treasurer  
Jeff Herrman, Asst. Sec'y/Treasurer

**Others**

Keith Kahwajy, Superintendent  
Jeff Beard, Asst. Superintendent  
Doug Myers, Solicitor  
Stacy Myers, Recording Sec'y

**Visitors**

Bob Frutiger  
Tina Frutiger  
Dennis Klinedinst

Nevin Horne  
Stephanie Weaver

1. The meeting was called to order @ 7:00p.m. Everyone participated in the pledge to the flag.
2. Mr. Smith made a motion to approve the March 28<sup>th</sup>, 2018 Meeting Minutes; Mr. Poff seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—3.57" rainfall was received since last month.
4. **CONNECTIONS REPORT**—2 new connections (one on Acorn Lane and a newly built home on Lindberg Avenue).
5. **VISITORS**—the following addressed the Board:
  - Mr. Klinedinst mentioned negative comments about discolored water that were listed on the Red Lion Happenings Facebook page. He believed they were out of line and wondered who operated the page. The Board does not know, but Mr. Klinedinst will research to find out. The comments were related to a recent brush fire where the Fire Department connected to a hydrant near this resident's house & he experienced discolored water that evening.
  - Skip stated that Mrs. Barley told him that she has a list of informal notes from the meeting last year regarding the hydrant maintenance. She will distribute these to Keith, Authority members & Council to help form an agreement between the entities that outlines responsibilities for the hydrants.
  - Concerning the power washing company who tapped onto the Maple Street hydrant—they had received a meter & permission from Dallastown-Yoe to do so. DYWA thought the company was going to be on Maple Street in Dallastown, not Red Lion. A backflow preventer or a "functional check valve" is typically installed to prevent any contaminants going into the water system. This was not done in the power washing business case; however, Keith and/or Jeff had advised Dallastown, going forward, this needs to be done. Of note, functional check valves are required to be installed in newly built homes.
6. **WATER AND SEWER—OLD BUSINESS**
  - **Solicitor's Report**—Doug Myers reported:
    - The RFP's for auditing services were mailed to several companies on 4/26/18.
    - North Camp Street Water Main Extension—MPL prepared six easement drafts for Jason & Keith's review.
    - Karbrokers Zoning appeal—Oral argument was held regarding this on April 10<sup>th</sup>. It will probably be a few months until a decision is returned.
  - **Engineer's Report**—Jason was not present tonight. Keith & Jeff reported on the Denniston Final Subdivision & Land Development Plan. Mr. Denniston requested a drawdown of the financial security in the amount of \$43,982.30. Keith stated drawings were not received; sewer lines need to be videoed yet, but he & Jason concur with the reduction of the security. Mr. Poff made a motion to approve the payment release of \$43,982.30, which leaves a remaining balance of \$25,935.23; Mr. Herrman seconded. All were in favor; motion carried.

- **Superintendent's Report**—Keith reported:
    - Authority members attending Borough Council meetings:
      - May 7<sup>th</sup> & 14<sup>th</sup>—Eric Immel
      - June 4<sup>th</sup> & 11<sup>th</sup>—Skip Missimer
    - Flushing of the water system was completed on April 17<sup>th</sup>, 2018. It was delayed two days for the Borough's street sweeping.
    - Authority staff is reviewing privately owned sprinkler systems, how to meter them & to add backflow prevention for public safety. The Redco building is one example of this.
    - The sewer alarm system is to be ordered shortly.
    - May 5<sup>th</sup>, 2018—Community Day at Windsor Wonderland—Master Watershed Steward Program will oversee events.
    - Authority staff & C.S. Davidson are reviewing alarm options for the overflow at Fairmount Tank. Keith stated they may be able to use what is at the filter plant and Sherwin Logan may be able to complete the work in-house.
7. **WATER AND SEWER—NEW BUSINESS**—Keith reported:
- May 30<sup>th</sup>, 2018—Source Water Protection meeting to be held at Stan Saylor's office @ 6:30p.m.
  - Water project on West Walnut Street—an old 2" galvanized line will be replaced (less than 300' of it). Homeowners at 111 West Walnut have reported discolored water. This will be done within the next few weeks.
  - More street cut restorations will be done shortly—in rear of the American Legion is one area to be restored.
  - Recreation Department requested the use of the Authority's generator for the Suds 'n' Song event. Mr. Missimer made a motion to authorize Rec to use the generator on June 2<sup>nd</sup>. Mr. Herrman seconded. All were in favor; motion carried.
8. **NEW WATER TREATMENT FACILITIES**—Keith reported:
- Motor Tech did an analysis recently on motor #3 at the high-service pumpstation. They quoted \$2,700 to replace ceramic bearings, which needs to be done regardless. A transfer power switch can be installed for a cost of \$12,805.47 or a VFD (variable frequency drive) for a cost of \$22,710.81. Keith & Jeff believe the VFD to be the better option. It can be dedicated to motor #3, but can run #1 & #2, if necessary and be the backup for the existing VFD. Mr. Poff made a motion authorizing Keith to spend \$22,710.81 on the VFD & approx. \$2,700 for replacement bearings. Mr. Smith seconded. All were in favor; motion carried.
  - Erosion & Sediment Plan permit will expire in June 2018. A meeting is scheduled with Eric Jordan from YCCD to get an extension.
  - A part-time Water Treatment Plant employee was hired recently—their training began today.
  - Water Treatment Plant tour is planned for Saturday, April 28<sup>th</sup> from 9-11am for emergency personnel (approx. 20-25 people).
  - LT2 samples were recently lost by FedEx—resampling was done & sent to the lab today, 4/25/18.
  - The recent UCMR4 sample results could not be uploaded to the EPA website. Authority staff notified DEP and resampling was done. No violations or "out of compliance" warnings were received for this or for the LT2 samples lost by FedEx.
  - ALS (Analytical Laboratory Services) recently lost their accreditation with DEP for Total Coliform sampling. Labs, Inc. is now doing all the sampling for RLMA as a result.
  - Pre-construction meeting for the Milner Heights development project was held April 20<sup>th</sup>.

- CCR Report (Consumer Confidence Report) is now complete and will be distributed with customer's water bills, along with being posted on the Authority's website & Facebook page. Hard copies will be available for pickup at the office.
  - Authority parking lot will soon be paved. Mr. Klinedinst asked who owns the alley between the Municipal Offices & American Legion & who decides when it can be blocked? It should be blocked at times for safety reasons. It's believed to be Borough property. He had also brought up about who owns the bench in front of the Municipal Office.
  - Bid tabulation for North Camp Street project—3 bids were received; Barrasso Excavating, Kinsley Construction & Macmor Construction. Barrasso was the high bidder; Macmor was the lowest. Keith stated Jason hadn't personally worked with Macmor before, but other C.S. Davidson employees have, so Jason is getting reviews from them. The lowest bid can be approved on the condition that Municipal Authority staff & Jason are satisfied with the contractor's reviews. If Macmor's reviews are not favorable, the 2<sup>nd</sup> lowest bidder (Kinsley) can be awarded the job. There was an addendum to the bid package that Macmor acknowledges reading; however, they did not sign the addendum paperwork when they submitted their bid. The Board could award the bid contingent on Macmor returning the written signed addendum with no impact on the bid, or deny it stating there was a defect in the bid. No one wants to assume Macmor saw & agrees with the addendum. Mr. Myers stated a contractor has 5 days to withdraw their bid from a project. Since bids can remain open for 60 days until action must be taken, the Board decided to wait for more information on Macmor Construction from Jason & CSD. Keith is anxious to get this project started but holding it until the May meeting will not affect Windsor Township in anyway, so it is tabled till the Authority's May 23<sup>rd</sup> meeting for more discussion.
9. **Bills, Statements & Requisitions**—Mr. Smith made a motion to approve the bills, statements & requisitions. Mr. Poff seconded. All were in favor; motion carried.
  10. **Adjournment**—With no further business, the Municipal Authority adjourned their meeting @ 7:52p.m.
  11. **Next meeting** of the Red Lion Municipal Authority will be Wednesday, May 23<sup>rd</sup>, 2018.

Respectfully submitted by:

Stacy Myers, Recording Secretary