

**Red Lion Municipal Authority  
Meeting Minutes  
Wednesday, January 23<sup>rd</sup>, 2018**

**Members**

Eric Immel, Chairman  
Skip Missimer, Vice-Chairman  
Mike Poff, Secretary  
Jeff Herrman, Treasurer  
Dennis Klinedinst, Asst. Sec/Treasurer

**Others**

Keith Kahwajy, Superintendent  
Jeff Beard, Asst. Superintendent  
Jason Reichard, Engineer  
Andy Miller, Solicitor  
Keith Smith, Treatment Plant  
Stacy Myers, Recording Sec'y

**Visitors**

Bob Frutiger  
Tina Frutiger  
Stephanie Weaver  
Brad & Lynn Smith  
Nevin Horne

1. The meeting was called to order @ 7:00p.m. Everyone present participated in the pledge to the flag.
2. Mr. Missimer made a motion to approve the December 19<sup>th</sup>, 2018 Meeting Minutes; Mr. Herrman seconded. Motion carried, with Mr. Klinedinst opposing because he hadn't received a copy of the minutes to review.
3. **WATER USAGE REPORT**—Keith reported 5.7" of rainfall was received since last meeting. Usage is the same as last year at this time.
4. **CONNECTIONS REPORT**—4 new connections (in The Paddock)
5. **VISITORS**—no one to address the Board
6. **TEN-YEAR OPERATING REPORT**—Keith presented the report & noted approx. 20% less water is being drawn from Beaver Creek compared to last year. Keith attributes this to improved operating conditions as well as significant rainfall received to date. In addition, an increase in chemicals is not necessarily attributed to Beaver Creek being off, but rather a higher turbidity due to increased rainfall received. Of note, Green Branch is not being used nearly as much as in the past since LT2 sampling has ended in September 2018.
7. **WATER AND SEWER—OLD BUSINESS**
  - **Solicitor's Report**—Andy Miller reported the following
    - Proposed amendment to the T-Mobile lease, along with Andy's comments, was distributed. The lease doesn't expire until 2023, so Andy does not feel it's necessary for the Authority to concede or give more favorable terms in order to get a 25-year extension on the lease. The Board can either send it back to T-Mobile with these amendments & comments or wait until T-Mobile follows up. Keith stated T-Mobile calls him every other day regarding the lease. Andy said this isn't a bad lease and keeping it would be a good thing; however, he thinks RLMA needs to give up a lot of things for T-Mobile to extend the lease. T-Mobile needs the location for the tower rent. As long as Keith & the Board are comfortable with extending the lease based on the current terms, Andy said a red line version could be sent back to T-Mobile showing RLMA's amendments. Mr. Missimer recommends doing this and seeing T-Mobile's response.
    - Requested an Executive Session at the end of the meeting to discuss PUC litigations.

- **Engineer's Report**—Jason Reichard reported the following:
  - 2018 Sanitary Sewer Maintenance Project—
    - Contract #1—Barrasso Excavation, Inc. has completed all precleaning & televising of the existing mains in preparation of the fieldwork. They have completed 4 of the 18 projects included in their contract and have been focusing on spot repairs. The larger project (Horace Mann) has been temporarily postponed to focus on the smaller jobs. February-March 2019 is the target date for the larger portion of the project to begin.
      - Change Order #1 for this contract—contractor needed to secure street cut permits & additional bonding for long-term structural integrity of those street cuts. The additional expenses of the permits & bonding total \$5,049.52. A Performance Bond was included in the base contract; however, the additional bonding expense is a maintenance guarantee (a guarantee of the integrity of the work completed). The original bond was posted in the name of Red Lion Municipal Authority; the contractor also had to post bond in the name of Red Lion Borough. Jason expects additional fees after this once limits of milling & road restoration are defined for this project. RLMA staff & Jason concur with the request of the Change Order. Mr. Missimer made a motion to approve the Change Order; Mr. Poff seconded. Motion carried with Mr. Klinedinst opposing.
      - Application for Payment #1—in the amount of \$69,261.73 and covers completion of projects #5, #6, #7 & #9. Retainage of 5% is being held to cover road restoration, already in the contract. RLMA staff & Jason concur with this payment request, which includes the amount of the Change Order listed above. Mr. Missimer made a motion to approve the payment of \$69,261.73; Mr. Poff seconded. All were in favor; motion carried. Of note, Keith stated the above projects involved spot repairs on Catalpa Lane, Howard Street, Railroad Lane & Maple Street. The contractor is not doing the projects in consecutive order. Projects #1 & #2 are larger projects, involving Horace Mann, which was temporarily delayed. The contractor had state bonding & was required to obtain federal bonding due to working near a school (with background checks, etc.). All this paperwork has now been completed.
    - Contract #2—Mobile Dredging & Video Pipe, Inc. continues to make progress with the trenchless repair contract. Their focus has also been on spot repairs & reinstatement of lateral connections. They've completed approx. 75% of the main repairs & 60% of the lateral repairs to date. Final phase will include a portion at Horace Mann.
      - Change Order #1 for this project—the \$9,010 increase was approved at the December 2018 RLMA Meeting. This was due to some findings during the precleaning & televising phase. This payment is still due.
      - Application for Payment #1 in the amount of \$84,177.00, for the work listed above & also the Change Order noted above. RLMA staff & Jason concur with the payment request. Mr. Missimer made a motion to pay the \$84,177; Mr. Poff seconded. All were in favor; motion carried.

- Contract #3—Mr. Rehab has approx. a week’s worth of work to complete on the grouting contract. Expecting to finish between February 12<sup>th</sup>-22<sup>nd</sup>.
    - 2018 North Camp Street Water Main Replacement—still holding \$2,500 to cover vegetated trench restoration areas and will be held till Spring.
    - 2018 Dam Safety Inspection Report has been submitted to the Division of Dam Safety. Everything seems to be in good order. Jason stated no comments have been received to date on this nor the 2017 Dam Safety Inspection Report.
  - **Superintendent’s Report**—Keith reported:
    - Municipal Authority members attending Borough Council meetings:
      - February 11<sup>th</sup>—Jeff Herrman (no Council Work Session in February)
      - March 4<sup>th</sup> & 11<sup>th</sup>—Skip Missimer
    - Green Branch wall repairs have been completed & look very nice.
    - Dennis Klinedinst has been appointed to the Red Lion Municipal Authority for a 5-year term. Congratulations & welcome!
    - February 13<sup>th</sup>, 2019—water shut offs for delinquent bills
    - January 7<sup>th</sup>, 2019—safety meeting was held & went well.
    - January 16<sup>th</sup>, 2019—Source Water Protection Meeting was held; there were approx. 12 attendees. Mr. Missimer reported the final copy of the Source Water Protection map, which includes point sources of contamination, was received. The Susquehanna River Basin Commission (SRBC) gave a presentation on a tool available to members to get to the next level of source water protection in our watersheds. Mr. Missimer & Keith have reviewed the tool to see how it can be utilized. Good information was received at this meeting. Mr. Klinedinst stated too, he believed it was a very informative meeting, and that we all need to do our part on this issue.  
Next SWPP meeting will be held April 17<sup>th</sup> @ 6:30p.m @ Windsor Township.
    - 500 East Broadway resident who attended a RLMA meeting a few months ago questioning a high usage bill between his settlement & the final meter reading—RLMA staff hooked up to his meter and found there was a leak during this resident’s ownership.
    - The Omni alarm systems have been installed & are operational at each sewer station.
8. **WATER AND SEWER—NEW BUSINESS**—Keith reported the following:
- Election of Officers for 2019—Mr. Missimer made a motion that RLMA officers should be as follows for 2019:
    - Chairman—Eric Immel
    - Vice-Chairman—Skip Missimer
    - Treasurer—Jeff Herrman
    - Secretary—Mike Poff
    - Asst. Sec/Treasurer—Dennis Klinedinst
 Mr. Herrman seconded the motion. All were in favor; motion carried.
  - Consulting Engineer and Solicitor for 2019—Mr. Missimer made a motion to appoint C.S. Davidson as Engineer and MPL Law Firm as Solicitor; Mr. Herrman seconded. All were in favor; motion carried.
  - RLMA had previously appointed Hamilton & Musser as auditor for 2019.
  - Chapter 94 Report was submitted to C.S. Davidson on January 11<sup>th</sup>, 2019.
  - Of note, The Paddock has begun utility construction on the next phase of the development; the main is in & the contractors are working on services now.
9. **WATER TREATMENT FACILITIES**—Keith reported the following:
- A flapper check valve in pump #2 in the raw pump house was replaced by Authority staff after it failed recently.

- The new VFD at the high-service pumpstation was put into service and is now operable on the SCADA system. Sherwin Logan & Motortech worked together to accomplish this.

10. **Other business--**

- Mr. Missimer reported in late October of 2018, an Act entitled “America’s Water Infrastructure Act” was passed by Congress & signed by the President. Some highlights of the Act are:
  - Intractable Water Systems & System Consolidation Act gives expedited authority to the states & to larger utilities to take over smaller utilities when they’re not thriving.
  - New lead testing for schools.
  - For community systems serving populations of 10,000 or more, will be required to do CCR (Consumer Confidence Reports) twice/year rather than once.
  - Risk & resilience assessments may be required for water systems serving over a certain number of people (Red Lion water system serves over 3,300 residents).
- For those affected by the government shutdown, Mr. Missimer suggested offering delayed payments terms for their water/sewer bills, should residents come forward & request it. A short-term time limit of 2-3 months could be offered for the delayed payment and it could be at Keith’s discretion. Board members agreed with this suggestion, but no more than 90 days unless the resident makes an attempt to pay. If no attempt is made within that 90 days, the payment delay needs to be revisited.
- Mr. Klinedinst mentioned a clogged drain at the Borough garage. Keith said it’s a grease trap & Mrs. Price had asked if Authority staff can pump it out. Prior to Keith finding out it was a grease trap, he thought it was just a tank that collected water. The Authority doesn’t pump out grease traps anymore because the contents cannot be put into the sewer system. A company designed to do this work will need to be contacted.
- Jeff Beard questioned a rumor that was heard that the alley between the Municipal Offices & the Legion is being abandoned & the Municipal Authority will need to take 50% ownership of it. Mr. Klinedinst thought it was abandoned years ago, but other Board members don’t recall the abandonment. There is a 4’ storm pipe that runs down that alley, so the Borough may own the right-of-way. More research will be done to find out about this.
- South Pine Street—a sprinkler line thawed early this morning. Water ran into the alley, down onto West Broadway to the square. Keith will calculate the usage & the property owner will be billed. When this type of situation occurs, 911 is to contact the filter plant. Keith stated there are 33 sprinklered properties that are unmetered. He spoke to another municipality who gave their unmetered customers a 2-year time limit to hook up, so this is something that can be discussed & decided. Of note, Rexroth Industrial Park will have a metered pit (underground) with a metered sprinkler line & hydrant line.

11. **Approval of bills & statements**—Mr. Poff made a motion to pay the bills and statements; Mr. Herrman seconded. All were in favor; motion carried. Mr. Klinedinst requested the list of bills be made available a few days before the meeting, so they can be reviewed.

12. **Presentation of plaque to Brad Smith**—Chairman Immel presented a plaque to Brad Smith for his service & dedication to Red Lion Municipal Authority. Mr. Smith served on the Municipal Authority from 2012-2018. Mr. Smith thanked everyone for the award. He said it was enjoyable being on the Board and he considered it an honor to serve in place of Henry Herrman & Clair Paules. At this time, everyone enjoyed cake & coffee.

13. **Authority recessed to Executive Session** @ 8:23p.m. to discuss PUC litigation.

14. **Authority reconvened** @ 9:08p.m. Mr. Missimer made a motion for MPL Law Firm to appeal the PUC decision to the Commonwealth Court. Mr. Poff seconded. All were in favor; motion carried.

**Discussion was also held**, Mr. Klinedinst suggested Mr. Immel create a small group of Board members to discuss the fire hydrants with Red Lion Borough. It was decided that Mr. Immel &

Mr. Herrman would represent RLMA and that all information will be given to Red Lion Borough to educate their group for fire safety & past practices of maintaining and billing of the hydrants. Jeff Beard, Keith Kahwajy, and Dianne Price will **not** be present at the meeting(s) of the two groups.

15. **Adjournment**—Authority meeting was adjourned @ 9:32p.m.

16. **Next RLMA Meeting will be held Wednesday, February 27<sup>th</sup>, 2019 @ 7:00p.m.**

Respectfully submitted by:

Stacy Myers, Recording Secretary