

**Red Lion Municipal Authority  
Meeting Minutes  
Wednesday, February 27<sup>th</sup>, 2019**

**Members**

Eric Immel, 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  
Stacy Myers, Recording Sec'y

**Visitors**

Dianne Price  
Stephanie Weaver  
Nevin Horne  
Brooke Shoffner

1. The meeting was called to order @ 7:00p.m. All present participated in the pledge to the flag.
2. Mr. Immel reported Skip Missimer is currently in the hospital for a procedure; prayers are appreciated.
3. Mr. Klinedinst made a motion to approve the January 23<sup>rd</sup>, 2019 Meeting Minutes; Mr. Herrman seconded. All were in favor; motion carried.
4. **WATER USAGE REPORT**—4.2” of rainfall was received since the last meeting. Usage has been consistent, but lower than last year due to 3 leaks last year.
5. **CONNECTIONS REPORT**—4 new connections (The Paddock)
6. **VISITORS**—Brooke Shoffner was present to address the Board about the sprinkler line at his property at 49 South Main Street (rear). He had a recent leak in the sprinkler line and stated he doesn't want the line at his property; however, he may be required to keep it per his insurance company (or to get a cheaper rate by keeping it). Mr. Shoffner stated he is not installing a new valve in the street at a cost of \$10,000, but the insurance rates may determine his decision, which staff said is the property owner's responsibility, as are all sprinkler lines. There are approx. 33 sprinkler lines on the Red Lion system and it's the responsibility of the property owner to ensure they're working properly. Currently, there are four or five sprinkler lines (of the 33) on the system that are metered, so water usage can be measured, and any newly installed sprinkler line is required to be metered. Mr. Shoffner's is not metered.  
Keith & Jeff suggested Mr. Shoffner exercise the main valve in the street, which he stated is locked up & inoperable. Sometimes a valve needs to be exercised several times to get it working. When other sprinkler lines on the system, such as Specialty Industries & Apex, are exercised, they notify Municipal staff prior because it can be a disruption to the system, but when the exercising coincides with the system flushing, the lines can be cleaned as they're flushed. The water can't be shut off for Mr. Shoffner to replace the valve to the sprinkler line because all customers on South Pine would be without water and, even for 15-20 minutes to allow a valve replacement, means a boil water advisory would have to be put into effect for all those customers. An option would be to install an insert-a-valve in the street or sidewalk (which would become the main shutoff), take the piping apart inside & install a new valve inside. If, in the future, staff would come up with another solution, other than exercising to get it working again, they will notify Mr. Shoffner. He received a bill for two hours of Keith Smith's overtime pay for the night of the leak, but Keith Kahwajy stated he will not be billed for the lost water.
7. **WATER AND SEWER—OLD BUSINESS**—
  - **Solicitor's Report**—Andy reported the following:
    - **T-Mobile Lease Extension**—T-Mobile has accepted the changes we proposed to the cell tower lease extension. Cell towers are becoming more valuable & these

extensions are being sought now to secure the towers for the upcoming 5G upgrades. There are a few years left on the lease, but Andy suggests asking T-Mobile for a one-time increase in the rent plus a higher percentage of the rent with the escalator staying in place. With the rent escalator in place (at 3% per year), RLMA is already collecting over \$2,000/month. He believes the Board should hold off on the lease extension or seek more compensation for the lease extension. The Board suggested Andy & Keith see if an increase can be obtained earlier + a lump sum for additional years.

- **North Camp Street Easement**—Mr. Ilgenfritz still hasn't signed the Easement Agreement. He said he was concerned about the lawn restoration in the Spring, so Andy recommends holding off on legal action to see what happens in Spring. Retainage is still being held for this issue.
- **Requested an Executive Session** at the end of the meeting to discuss PUC litigation and an appeal to the Commonwealth Court. Mr. Klinedinst mentioned that when the Authority reconvenes from Executive Session, the public or any visitors should be present if there are any motions made or action taken on Executive Session business. It should be an Open Session. The staff & other Board members agreed.
- **Engineer's Report**—Jason reported the following:
  - **2018 Sanitary Sewer Maintenance Project**
    - Contract #1—Barrasso Excavation, Inc. is nearing the end of their work other than spot repairs that need done. They've submitted a 2<sup>nd</sup> Application for Payment in the amount of \$104,480.82 which Jason & Municipal staff concur with. Mr. Herrman made a motion to approve the payment to Barrasso; Mr. Poff seconded. All were in favor; motion carried.
    - Contract #2—Mobile Dredging & Video Pipe, Inc. has completed all the cured in-place main repairs & lateral repairs, other than a few spot repairs & one section of full lining of sanitary sewer main to be done. They submitted a 2<sup>nd</sup> Application for Payment in the amount of \$39,982.00, which Jason & Municipal staff concur with. Mr. Poff made a motion to approve this payment to Mobile Dredging & Video Pipe; Mr. Herrman seconded. All were in favor; motion carried.
    - Contract #3—Mr. Rehab has recently completed their portion of the project (root cutting & grouting maintenance work). No payment request has been made to date.
  - **Cabin Creek Dam Safety Annual Inspection Report**—the Division of Dam Safety has responded with their comments to the 2017 & 2018 Annual Inspection Reports; Jason said the comments were very favorable. They seemed to be very appreciative of RLMA's cooperation and stated the dam, overall is in good condition. They asked that the typical work would continue to be completed on an annual basis, as usual. One of the tasks that needs done is a Slope Stability Analysis. Jason doesn't believe any problem is below grade other than just gravity taking place; however, the Gabion baskets are migrating slightly down the slope. There are requirements for this analysis to be done and Jason does not believe (or have record of) this ever taking place. DEP does not have record of the analysis taking place either. More to be reported on this later.
  - **Spillway Design Flood Analysis**—currently on hold while the State is updating rainfall intensity amounts. Once this is complete, we can move forward with the Stability Analysis. One proposal has been obtained for a Geotechnical Specialist to assist with this, and it's quite costly. Core samples must be gathered within limited access on a steep pitch and it's not an ideal situation. More information to come on this.

- **Drawdown Main Inspection**—DEP has backed off on the Authority’s requirement to complete a full inspection of the drawdown main. An inspection was done from the creek to the Treatment Plant into the original intake tower, but we were never able to access from the tower to the reservoir. This would’ve required a diver to plug the line in the reservoir & try to access the first point to video-inspect it and this could’ve caused a disturbance in the plant. DEP agreed with this argument & are letting the issue drop.
  - **Emergency Action Plan Update**—Municipal staff updates this in-house annually; DEP requires submission of an updated EAP every five years. Red Lion’s updated plan will be submitted in 2019.
  - **Superintendent’s Report**—Keith Kahwajy reported:
    - Authority members attending Borough Council meetings
      - March 4<sup>th</sup> (Work Session) & 11<sup>th</sup> (Regular mtg)—Skip Missimer
      - April 1<sup>st</sup> (Work Session) & 8<sup>th</sup> (Regular mtg)—Mike Poff
    - Recent repair was done on a 6” water main on Oakwood Drive (off Winterstown Rd)
    - Shut offs for delinquent bills will be March 13<sup>th</sup>, 2019
    - Source Water Protection meeting will be April 17<sup>th</sup>, 2019 @ Windsor Township offices—6:30p.m.
    - Flushing is tentatively scheduled for April 8-26<sup>th</sup>, 2019. It was scheduled later to allow Red Lion Borough time for street sweeping.
8. **WATER AND SEWER—NEW BUSINESS**—Keith reported the following:
- PennDOT has plans to pave Rt. 74 in 2020 & York Township will be completing some improvements (curb, sidewalks, etc) at the intersection of Country Club Road & West Broadway at that time. Currently, there is one 8” main from Country Club Road that feeds Country Ridge, Biscayne, the old Jamesway building, the apartments behind Jamesway & ½ of the shopping complex. Jeff & Keith suggested running a 6” or 8” line down Burrows Lane to bring a 2<sup>nd</sup> feed line into that area. Jeff stated it is not a feed or pressure issue, but if Country Club Road is shut down for any reason, that whole area would be without water. The Board agrees this would be a good idea & asked C.S. Davidson to look at the details & get an approximate cost for this work.
  - Maintenance Agreement to service UPS battery backup at the Water Treatment Plant—the battery replacement is supposed to be every 3-5 years and the current one has been in service for 4 years with no maintenance. Maintenance costs were extremely high in the past. Since Eaton & Company sold out, they’ve allowed other companies to repair & rehab their products. The cost is \$1,350 for a one-year agreement per unit; we have two units (one at the high-service pump station, one in the filter area of the plant). The agreement includes cleaning, checking resistors, checking operation of the batteries, testing, etc., no parts are included in that cost. There is an 8% savings to do a 3-year agreement; cost comes down to \$3,726 for both units with yearly checks. Should we need them for service, they will come within 24 hours. The battery service cost for both units is \$4,170 (there are 64 batteries in each unit). The Board agreed to take advantage of the 8% savings with the longer agreement. Mr. Herrman made a motion to approve the 3-year agreement with the stipulation that if any batteries need replaced at the time of the maintenance agreement, they would be replaced. Mr. Klinedinst seconded. If the batteries are fine, Keith said their replacement cost will be built into next year’s budget.
  - Jeff Beard reported on a recent in-depth inspection done on all RLMA buildings & their roofs. Most of the buildings have rubber roofs, which does not last forever because of seams, overlapping, etc. Most of the roofs were good except for a few issues that need repaired. The flat roof on the back building has dampness in the insulation and the front building had a small hole in the roof where a police antenna was removed. The next step the company

would like to conduct is an infrared study of the roofs showing wear/tear, where the infrared will detect moisture under the insulation. The cost for the infrared inspection is \$500. Any underlying issues that are found can be discussed & addressed.

9. **Other RLMA business**—

- Discussion had been held previously about RLMA cost-sharing with the Redevelopment Committee for the purchase of a projector to be used at meetings, when needed. Discussion was held on purchasing a monitor or television screen. Redevelopment will gather prices on different options & report back.
- Mr. Klinedinst stated the meeting regarding the Horace Mann project will be held tomorrow, 2/28. There are stiff penalties if the project is not done within the required timeframe. If the Municipal Authority is conducting any business in that area, they should make Mrs. Price aware so there is no problem or miscommunication.

10. **Approval of bills & statements**—Mr. Poff made a motion to approve the bills & statements; Mr. Klinedinst seconded. All were in favor; motion carried.

11. **Authority recessed to Executive Session** @ 8:30p.m. to discuss PUC litigation.

12. **Authority reconvened** @ 9:21p.m. Mr. Poff made a motion to sign an engagement letter with the law firm Hawke, McKeon & Sniscak to handle PUC proceedings. Mr. Herrman seconded. All were in favor; motion carried.

13. **Adjournment**—Authority adjourned the meeting @ 9:22p.m.

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

Respectfully submitted by:

Stacy Myers, Recording Secretary