

**Red Lion Municipal Authority
Meeting Minutes
Wednesday, August 25th, 2021**

Members present

Mike Poff, Chairman
Skip Missimer, Vice-Chairman
Dennis Klinedinst, Treasurer
Chris Minnich, Asst. Sec./Treasurer
Kelly Henshaw, Secretary

Others present

Jeff Beard, Interim Superintendent
Andy Miller, Solicitor
Jason Reichard, Engineer
Stacy Myers, Recording Secretary

Visitors

Dianne Price
Bob & Tina Frutiger
Stephanie Weaver

1. The meeting was called to order @ 7:00p.m. followed by the pledge to the flag.
2. Mr. Klinedinst made a motion to approve the July 28th, 2021 RLMA/DYWA Joint Meeting Minutes & the regular RLMA Meeting Minutes; Mr. Minnich seconded. All were in favor; motion carried.
Chairman Poff reported two Executive Sessions were held this month to discuss personnel matters:
 - August 3rd from 7-8pm
 - August 13th from 5-7pm
3. **WATER USAGE REPORT**—Jeff Beard reported 8.85” of rainfall was received since last meeting.
4. **CONNECTIONS REPORT**—3 new connections since last meeting (The Paddock)
5. **VISITORS**—Mrs. Price reported:
 - The Borough has purchased Pleasant View Church & after renovations, will use it as the new Borough Offices, probably by Spring-Summer 2022. After moving from the upstairs Municipal Office space, they will no longer pay rent to the RLMA.
 - The Legion called recently to report the American flag outside the Municipal Office building was torn & needed to be replaced. Mrs. Price said the alley between the Legion & Municipal Office building doesn't belong to the Borough. The Municipal Authority owns the alley & the area from Main Street to the building, including the flagpole. Many years ago, the flagpole was installed as part of street improvements, but Mrs. Price said that doesn't make them responsible for maintenance & the Borough has never replaced that particular flag since she's been Borough Manager (11 years). Jeff Beard disagreed, stating in his 44 years of employment, the Municipal Authority has never replaced the American flag on the pole out front of the offices. During Desert Storm, a man came to Borough Council to ask permission to put a Desert Storm flag on the pole, as Jeff stated, it's always been a Borough flagpole. In addition, Brett Patterson repaired the rope on the pole 2 years ago. Mrs. Price stated Brett will repair the rope, but the Borough never purchased a flag for that pole. The Borough purchases flags for Nitchkey Field & Fairmount Park, as those are the Borough's responsibility. Jeff stated, as a courtesy, Municipal Authority staff will lower the flag to half mast, when necessary. Mrs. Price said the Borough has already purchased a flag to replace the torn one this once.
6. **WATER & SEWER—OLD BUSINESS**
 - **Solicitor's Report**—Andy reported
 - **The Stapleton subdivision** is active again as Keystone Custom Homes has taken over to develop the area. In 2007, a water main extension agreement was created. Since a larger area is being proposed for development (from the 2007

plan) Andy recommends amending the agreement & substitute the exhibit of the full subdivision prior to recording the plan. This will identify the service area, which involves 70+ connections, as part of Red Lion Municipal Authority's area. Hedgeford, LLC is the current owner & Andy is unsure whether Keystone will purchase Hedgeford. Keystone & Hedgeford were both involved in the Walnut Creek development, but Keystone never took title of that, they were only the developers. Windsor Borough supplies water to the Walnut Creek development. RLMA would be supplying water directly to the Stapleton development. The next closest water provider would be York Water, but their service is on the other side of the street. Andy doesn't believe any discussion was held with York Water about them servicing the Stapleton development, but this will be researched. RLMA already has lines stubbed in (from 2007) to service Stapleton. Jason will contact Windsor Township's engineer to discuss the plans for Stapleton as the sewer system would be in the township & also the plan of amending the water main extension agreement. Jeff & Jason will also review the service area map for a possible revision & adoption of a new map that includes Stapleton.

- **An Executive Session** will be held at the end of tonight's meeting for personnel matters.

- **Engineer's Report**—Jason reported the following:

- **Railroad Lane Sanitary Sewer Manhole Replacement**—Contract agreements for both contractors (Restuccia & Monarch) are before the Board tonight for execution. We're in the 4th week of the 12-week order time for the manholes (Monarch). Jason, Restuccia & RLMA staff met to discuss the bypass pumping plan that will take place while the manholes are out of service. Restuccia expects 1 day of street closure for each manhole replacement & they are responsible to notify nearby residents affected by the closure/project. Jason estimates the whole project to be complete in 1-2 weeks.
- **South Camp Street Water Main Replacement**—Jason provided RLMA staff with a draft set of plans to review. Jason will work with staff to finalize the scope of work.

- **Superintendent's Report**—Jeff reported the following:

- September 15th, 2021—shut offs for delinquent bills
- Pretreatment Basin repairs—Jeff is still trying to obtain pricing for these repairs.
- Edgewood Tank—Entech contacted Jeff about RLMA possibly providing additional data; however, the data was too old, dating back to 1996. The data loggers that were installed at the tank have been retrieved, although a timeframe for Entech's response on the data is unknown.
- Beaver Creek pump replacement—Jeff & Brad met with a rep from A.C. Schultes regarding the type of pump necessary for a replacement. This is a raw water pump, so Eric (sales rep) is suggesting injectable packing to better handle water containing silt. Options & pricing will be discussed.

7. **WATER & SEWER—NEW BUSINESS**

- COVID vaccines/COVID sick time—to be discussed in Executive Session
- 2022 financial requirements & MMO for pension plan—this must be in the 2022 budget & approved by the Board for the Defined Contribution Pension Plan. Mr. Missimer made a motion to authorize Chairman Poff to sign the documents; Mr. Henshaw seconded. All were in favor; motion carried.

8. **Other business**

- Saturday, November 27th—Lighted Tractor Parade is planned, starting @ 6pm, ending at Fairmount Park for the tree lighting ceremony. Mayor Hughes invited the RLMA to enter their tractor; all farm equipment must include lights. Registration is that day from 3-5pm. Jeff Beard & staff will discuss.
- At a past Council meeting, Attorney Craley mentioned a problem he was having with nitrates in the water at his residence (on DYWA system). Jeff said Dallastown took samples & sent them to the lab and they showed no signs of nitrates. Mr. Minnich will report this to Atty. Craley.
- September 15th @ 1pm—MS-4 instructional discussion will be held; RLMA staff is invited to attend.

9. **Approval of bills & statements**—Mr. Missimer made a motion to approve the bills & statements; Mr. Klinedinst seconded. Motion carried, with Mr. Henshaw abstaining on the L/B Water payment.

10. **Executive Session**—Authority recessed to Executive Session @ 7:35pm to discuss personnel matters.

11. **Authority reconvened** @ 8:30p.m. The following action was necessary:

- Mr. Missimer made a motion to approve a post-employment agreement with Keith Kahwajy for Keith to be a consultant for the Authority during the transition period. Rate of pay is \$100/hr for a maximum of 300 hours. Mr. Henshaw seconded. Motion carried, with Mr. Klinedinst opposing.
- Mr. Missimer made a motion to move forward in offering John Krantz (Birdsboro, PA) the position of Superintendent of Red Lion Municipal Authority, effective September 20th, 2021 contingent upon his satisfactory background clearances. Salary is \$85,000/yr. + 20 vacation days and a \$4,000 relocation bonus. Mr. Minnich seconded. All were in favor; motion carried.
- Due to the U.S. Food & Drug Administration approving at least one COVID-19 vaccine, Mr. Missimer made a motion stating from this day forward, Red Lion Municipal Authority will no longer pay for employees' sick time (beyond the employee's accrued sick time) due to contracting the COVID virus or necessary quarantine time as a result of being around someone who is/has been affected. The Board also highly recommends all RLMA employees to get the vaccine as soon as possible & will consider other measures, as necessary. Mr. Henshaw seconded. All were in favor; motion carried.

12. **Adjournment**—With no further business before the Board, Mr. Henshaw made a motion to adjourn the meeting @ 8:37p.m. Motion carried, meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary