

**Red Lion Municipal Authority  
Meeting Minutes  
Wednesday, January 28<sup>th</sup>, 2015**

**Members**

Eric Immel, Chairman  
Skip Missimer, Vice-Chairman  
Brad Smith, Secretary  
Mike Poff, Treasurer  
Jeff Herrman, Asst. Secretary/Treasurer

**Others**

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

**Visitors**

Dave Averso  
Dianne Price  
Danielle Kabacinski

Jim Denniston  
Byron Trout  
Bridget McAuliffe

1. The meeting was called to order @ 7:00p.m. All present participated in the pledge to the flag.
  2. Mr. Smith made a motion to approve the December 17<sup>th</sup>, 2014 Meeting Minutes; Mr. Poff seconded. All were in favor; motion carried.
  3. **WATER USAGE REPORT**—6.69” rainfall was received this month. Usage was up this month due to the freezing, thawing & busting of three separate unmetered sprinkler lines on the system which caused a drop in elevation levels of the water tanks, particularly the Fairmount tank. In addition, four homes had recent busted pipes which caused flooding. Keith plans to bill the customers and/or property owners for the water usage and for employees’ “after-hours” time.
  4. **CONNECTIONS REPORT**—1 new connection
  5. **TEN-YEAR OPERATING REPORT**—report was distributed
  6. **VISITORS**—The following addressed the Board:
    - Dave Averso from Gannett Fleming reported on progress of the new Water Treatment Plant. The high-service pumps have been operating since 12/10/2014, with no major issues. Lobar General Contracting has ongoing painting projects, with higher quality than previous. Preliminary punch list items are being addressed, including the high-service pumping station and filter room. Final clean-up on the filter room and high-service pumping station are also taking place. On 12/22/14, the existing 16” water main from the old plant was turned over for demo. Installation of two manholes is complete, as well as 100’ of washwater main and 280’ of sludge and plant service main. Approx. 60’ of mains are left to be completed, along with the installation of manhole #2. Startup of the sanitary pump station is ongoing; the sprinkler system has been energized and the automatic temperature control for the HVAC system has been completed. Startup & training of process equipment has begun. Chemical transfer pumps, chemical feed pumps, sample pumps and motor-operated valves have been completed. A Change Order has been received from SSM (plumbing contractor) due to increased labor costs, project management time and administrative costs. Total cost of C.O. is approx. \$7,500, which SSM is responsible for.
- January 22, 2015 a project meeting was held where Lobar provided a plant start-up date of March 12, 2015. They have the completion of the 24” wastewater line to be done by January 30, 2015. At the meeting, Gannett Fleming urged Lobar to get the washwater line completed by January 27<sup>th</sup> (yesterday) and a plant completion date of March 6<sup>th</sup>, 2015. The Consent Agreement with PA Department of Environmental Protection extends to the end of March, and Dave told Lobar we are not going back to DEP with another extension request. Dave has already updated DEP on the plant progress and he does not foresee any issues.
- Startup and testing of rapid mixers is planned for 2/2/15. Startup and testing of flocculators is scheduled for 2/3/15. Startup and testing of sludge transfer system and plate settlers are planned for 2/9/15. The next construction meeting is scheduled for February 11, 2015.

Additional painting contractors have moved on-site today (1/28/15) and they are also doing work in chemical feed systems to get it complete. SCADA system work is ongoing. Mechanical testing of processors is planned for 2/16/15. Additional treatment and testing will take place over the next several weeks while working within the limitations of the filter backwash system. Lobar submitted a startup and test plan to prepare for plant startup in mid-to-late March.

- Byron Trout was present, along with his clients, Jim Denniston & Bridget McAuliffe (Village Realty) to discuss the proposed 10-unit townhouse development along Country Club Road (across from Curd's Way). Two items for discussion:
  - Requirement for ¾" copper line, but Mr. Denniston wishes to use 1".
  - Requesting the main **not** be required to extend to the opposite side of property. Mr. Denniston wishes to bring the main onto his property by 10-20' and tap into that. He will then run the services off the units. The proposal is to simply extend from what is pre-existing on the adjoining property. Authority Rules & Regulations require the main to extend to the opposite side of the property in the event there would be customers wanting to connect to public water, but there is an existing water line running down the center of Country Club Road, which then turns to extend up Mill Street that new customers can connect to. In this case, there is no room in that area for new construction and potential new customers anyway. Since the 6" main would be brought onto Denniston's property, the curb boxes would be on private property. Mr. Trout stated an easement agreement will be written to allow Municipal employees to gain access to the curb boxes, when necessary. The property owners would then be responsible for maintenance. After discussion, it was decided to extend the 6" existing line from the apartment complex where it would be tapped into on that property. It would be extended approx. 27' off their property line. An easement will be noted on the plan. Mr. Trout will make these changes to the plan and resubmit it to Keith for review.

7. **WATER AND SEWER—OLD BUSINESS**

- **Solicitor's Report**—Andy requested an Executive Session at the end of tonight's meeting.
- **Engineer's Report**—Jason submitted Application for Payment #6 in the amount of \$58,468.83. This completes some final items on the First Avenue Water Main Replacement project including pavement resurfacing. Mr. Smith made a motion to approve this payment; Mr. Poff seconded. All were in favor; motion carried.
- **Superintendent's Report**—Keith reported:
  - Authority members attending Borough Council meetings:
    - January 12<sup>th</sup>—Eric Immel attended
    - February 9<sup>th</sup>—Skip Missimer
    - March 9<sup>th</sup>—Brad Smith
  - Safety Committee meeting is tentatively scheduled for February 2<sup>nd</sup>, 2015
  - Source Water Protection meeting was held on January 27<sup>th</sup>, 2015 at Stan Saylor's office. Mr. Missimer reported it was a very good meeting with new ideas being reviewed for outreach to properties not on our water system but which are on the Cabin Creek watershed. Rain garden projects and an agricultural outreach program were also discussed. The next meeting is scheduled for April 21<sup>st</sup>, 2015 @ 6:30p.m, also at Stan Saylor's office.
  - Mr. Missimer reported on the York County Coalition for Clean Waters, which is run by York County Planning Commission. PA Department of Environmental Protection, C.S. Davidson & Environmental Protection Agency are also involved. The County has put together a single plan for all MS-4 municipalities, of which Red Lion Borough is one. Red Lion Borough's contribution is approx. \$2,200. The pool of money will go towards projects involving the watershed and each municipality will get credit regardless of the

municipality the project is done in. A few municipalities that are not MS-4 are also involved.

- Mr. Missimer, as well as Andy Miller, is also involved in a study being done by York County Planning Commission on the feasibility of beginning a Stormwater Authority. Until the end of January, more information and a public participation survey can be obtained on YCPC's website. Red Lion Borough was one of the 10 municipalities that participated in a one-on-one interview regarding this. Two public meetings will be held, one in March and one later in 2015.
- WREN (Water Resources Education Network) has a monthly newsletter they publish on their website. Mr. Missimer & Keith were interviewed for the February newsletter regarding the Source Water Protection Plan.

8. **WATER AND SEWER—NEW BUSINESS**

- Election of Officers for 2015—Mr. Smith made a motion for all positions to remain the same; Mr. Herrman seconded. All were in favor; motion carried. Officers will be as follows:
  - President—Eric Immel
  - Vice-President—Carroll (Skip) Missimer
  - Michael Poff—Treasurer
  - Bradley Smith—Secretary
  - Jeffrey Herrman—Assistant Secretary/Treasurer
- Mr. Missimer made a motion to appoint C.S. Davidson as Consulting Engineer for 2015. Mr. Smith seconded. All were in favor; motion carried.
- Mr. Poff made a motion to appoint Miller, Poole & Lord as Solicitor for 2015. Mr. Smith seconded. All were in favor; motion carried.
- Keith reminded Board members, supervisor employees, Solicitor, and Engineer to complete the State Ethics Commission Statement of Financial Interest forms by May 1, 2015.
- Leaks that were detected and repaired this month: 6” main leak on Taylor Avenue on 1/11/2015; 6” main leak in the first block of East Prospect on 1/16/2015. Three large sprinkler line problems (mentioned previously) due to owner's failing to properly heat their buildings: Grand & Wise Avenue on 1/9/2015; Yorktown on 1/13/2015; O'San Lane/Lancaster Ave on 1/19/2015.
- Chapter 110 Reports have been completed and sent to DEP. Water allocation permit has also been completed.

9. **NEW WATER TREATMENT FACILITIES**—Keith reported:

- Monthly minutes from construction meetings are being sent to Dallastown-Yoe Water Authority. Chapter 110 Reports require notification of master meter testing by a third party. Keith had not received this notification from Dallastown, so he reminded Connie Stokes via email of the violation. Ms. Stokes responded that this testing is scheduled for May 2015. Keith notified DEP about the missed testing, although it is not a DEP violation. It is, however, in Red Lion's Bulk Sales Water Agreement with DYWA.
- Next construction meeting will be held February 11<sup>th</sup>, 2015 @ 9:00a.m.

10. **Other Business**—

- Keith reported that notifications about dirty water issues, Treatment Plant updates, etc will most likely be posted on a Facebook page created for Red Lion Municipal Authority. Other helpful consumer information has been added to the Borough website.
- Keith & Jeff reported that a past dirty water problem discussed at a previous Authority meeting has improved after a consistent flushing schedule was followed over several weeks. The flushing has been cut back to once/month during cold weather until regular flushing time this spring. Keith & Jeff are fairly confident this has resolved the problem the residents experienced and no more complaints have been received from the residents in that area.

- A drinking water chemist was notified through Pennsylvania Rural Water. It's the consensus of the Authority that, once the new Water Treatment Plant is up and running, an assessment should be conducted to include the chemical treatment and taste of the water.
11. **Bills, Statements & Requisitions**—Mr. Smith made a motion to approve the bills, statements and requisitions; Mr. Poff seconded. All were in favor; motion carried.
  12. **Authority recessed to Executive Session** @ 8:38p.m. for discussion of possible litigation related to the Water Treatment Plant construction. Authority reconvened @ 9:03p.m. Mr. Missimer made a motion to approve and sign a joint defense agreement with C.S. Davidson and Gannett Fleming. Mr. Smith seconded. All were in favor; motion carried.
  13. **Authority adjourned** @ 9:04p.m.

Respectfully submitted by:

Stacy Myers, Recording Secretary