

**Red Lion Municipal Authority
Meeting Minutes
Wednesday, October 28th, 2015**

Members

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

Others

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

Visitors

Dianne Price
Cindy Barley
Blaine Markel
Robert Frutiger

Jamie Shambaugh
Glenn Rexroth
Dennis Klinedinst

1. The meeting was called to order @ 7:00p.m. All present participated in the pledge to the flag.
2. Mr. Missimer made a motion to approve the September 23rd, 2015 Meeting Minutes; Mr. Smith seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—usage has remained the same as last month. 5.7" of rainfall was received this month. A 6" water main break was repaired at Crestview & Kendale Road.
4. **CONNECTIONS REPORT**—0 new connections this month
5. **VISITORS**—The following addressed the Board:
 - Jarrod Hook, a Windsor Road resident, was not present at tonight's meeting but Keith reported that a wall on Mr. Hook's property was damaged by a Municipal Authority vehicle. Mr. Hook told Keith his homeowner's insurance should cover the repair, but he has a \$500 deductible. Keith has asked for documentation of this but has not received it yet. Mr. Missimer made a motion to pay the deductible for the repair, once documentation has been received. Mr. Smith seconded. All were in favor; motion carried.
 - Blaine Markel & Glenn Rexroth were present to discuss the old Yorktowne Kitchens property, now owned by Rexroth Equities, LLC. Jason Reichard stated there are still some outstanding issues that need resolved before Mr. Markel & Mr. Rexroth will present their plan to the Authority, but the gentlemen wished to discuss a few items with the Board. There is an existing building on the property and they are proposing to house 10-12 meters in an 8' x 10' meter room for the Industrial tenant's use once the vacant properties are occupied. The meter room will be heated which will be satisfactory to house meters. Mr. Rexroth would like to get approval to get started extending the water main which will extend to the meter room and make the connection. Jason has provided the type and size of meter to the developer. The plans involve running an 8" line down to a cul-de-sac and two fire hydrants will be installed on this extension. The hydrants will be privately owned by Mr. Rexroth. Mr. Missimer made a motion approving Rexroth Equities, LLC making the extension based on the conditions outlined in C.S. Davidson's letter from 10/6/2015, contingent upon Jason's satisfaction and Authority staff agreement. Mr. Smith seconded. All were in favor; motion carried.
 - Mrs. Barley thanked the Board for all of their help with Fall Fest, including man hours, use of their generator and paying for the Bounce House.
 - Jamie Shambaugh from Gannett Fleming was present to give a brief update of the new Water Treatment Plant. The plant was designed to be converted to chloramines and PA DEP is reviewing the Authority's plan on the conversion. Jamie does not foresee any comments

from them aside from selecting sample sites. Operator training will be scheduled based on that plan.

Stream relocation schedule (wastewater treatment plant) is also being reviewed by PA DEP. The anticipated completion date at the Wastewater Treatment Plant is mid-November.

Jamie also stated he will be present for the start-up of ammonia/chloramine addition which is being proposed for late December.

6. **WATER AND SEWER-OLD BUSINESS**

• **Solicitor's Report**—Christian reported on the following:

- Act 203 Study Update—the study directly affects tapping fees. In accordance with the Authorities Act, a Resolution should be adopted every year to approve tapping fees.

- Resolution 2015-2—Resolution approving Water tapping fees

- Resolution 2015-1—Resolution approving Sewer tapping fees

Even though there are no proposed fee changes at this time, the fees don't have to be reappraised until there is a new plan or the Authority supersedes this by another Resolution.

Mr. Missimer made a motion to adopt the above Resolutions; Mr. Poff seconded. All were in favor; motion carried.

- Requests an Executive Session at the end of the meeting to give an update on litigation status.

• **Engineer's Report**—Jason reported on the following:

- Application for payment #1 for West Gay/Charles Street water main installation project in the amount of \$164,350. This request is for the main itself and the work associated with that and Jason concurs with the amount. There is a Change Order associated with this Payment Application because the contract was due to expire between Authority meetings. The Change Order is for a time extension (no money involved) to extend the contract to November 13, 2015.

Mr. Poff made a motion to approve the Application for Payment #1 in the amount of \$164,350; Mr. Herrman seconded. All were in favor; motion carried.

Mr. Missimer made a motion to approve the Change Order; Mr. Smith seconded. All were in favor; motion carried.

Another Request for Payment should be expected later for all the services and associated connections.

- Dredging has begun again in regards to Green Branch/Cabin Creek Project. Things are going well.

• **Superintendent's Report**—Keith reported on the following:

- Tim Horne resigned as of October 9th, 2015
- Authority members attending Council meetings:
 - November 9th—Brad Smith
 - December 14th—Skip Missimer

7. **WATER AND SEWER—NEW BUSINESS**—Keith reported:

- Eric Grosh (third-shift operator) requested Family Medical Leave from October 21st-December 27th, 2015. He will be out of the country for adoption proceedings.
- Thank You note was received from the Missimer's for flowers sent after the death of Skip Missimer's mother-in-law.
- W. Gay St./ N. Charles St. Project—Keith received a call from a resident in that area saying that one of the RLMA inspectors on the project was very courteous & helpful to her. She was very pleased with him.
- EPA/DEP training that Jeff & Keith attended regarding revised total chloroform requirements was held at Wyndridge Farms, sponsored by York Water. An attendee asked the son of

Wyndridge's owner where their water comes from, well or public water source. He stated they get their water from Red Lion, and that beer, wine and cider makers from all over the country have toured the facilities at Wyndridge and have also stated Red Lion has excellent water. Wyndridge said nothing has to be added to the water during manufacturing of their product.

8. **NEW WATER TREATMENT FACILITIES**—Keith reported the following:

- Construction meeting was held October 22nd, 2015 to tie up loose ends and have questions answered.
- On October 23rd, 2015, Keith was notified that the new gate controls and two cameras at the new Water Treatment Plant were struck by lightning. Cameras were reinstalled at the contractor's expense. All the gate control parts have been purchased but have not been installed yet. Lobar Electric called a professional to ground each side of the gate, poles and all things related for a proposed amount of \$3,451. Mr. Missimer made a motion to approve the proposal of \$3,451; Mr. Poff seconded. All were in favor; motion carried.
- Municipal Authority received a proposal from Gannett Fleming to renew the existing NPDES permit to discharge wastewater to the stream. The existing permit expires next summer. Gannett Fleming's cost to prepare the permit application is \$7,000. Discharge sampling costs are \$3,000. Mr. Missimer made a motion to approve Gannett Fleming's cost and sampling costs; Mr. Smith seconded. All were in favor; motion carried.
- Partial Substantial Completion Certificates were received from Gannett Fleming for SSM Industries, Inc, Shannon A. Smith, Inc, and Lobar, Inc. Chairman Immel has signed these.

9. **Other Business for the Authority**

- Mr. Missimer reported on the Windsor Township Board Meeting that he attended. It was decided to split the cost with the township for the preliminary feasibility study to determine what improvements can be made to the detention pond @ Milner Heights. The cost will be the basis for any grants that are applied for next year. Source Water Protection stickers have been ordered to place on all storm water drains in that development.
- Stan Saylor sponsored a meeting at the Windsor Township Office on October 29th for MS-4 municipalities. Mr. Missimer was one of the speakers.
- Borough requested the Municipal Authority pay 50% of the overlay (paving) of First Avenue. The total cost of the paving was \$50,547.20. Jason stated he believed the Authority's portion was \$30,700; Mrs. Price said 50% was approx. \$32,000 and that was the amount she was requesting. The Board approved this and Keith will have a check to the Borough shortly.
- November & December meetings are a week earlier due to the holidays
 - **Tuesday**, November 17th @ 7:00p.m.
 - **Tuesday**, December 15th @ 7:00p.m.

10. **Bills, statements & requisitions**—Mr. Poff made a motion to pay the bills, statements and requisitions; Mr. Missimer seconded. All were in favor; motion carried.

11. **Authority recessed** @ 8:25p.m. to discuss litigation status. Authority reconvened @ 9:00p.m.

12. **Authority meeting adjourned** @ 9:00p.m.

Respectfully submitted by:

Stacy Myers, Recording Secretary