

**Red Lion Municipal Authority
Meeting Minutes
Tuesday, November 17, 2015**

Members

Eric Immel, Chairman
Skip Missimer, Vice-Chairman
Brad Smith, Secretary
Mike Poff, Treasurer

Visitors

Robert Frutiger
Tina Frutiger
Dennis Klinedinst

Others

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

Dianne Price
Cindy Barley

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 Budget Meeting Minutes and the Regular Meeting Minutes of October 28th, 2015; Mr. Missimer seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—Keith reported usage has been normal this month.
4. **CONNECTIONS REPORT**—1 new connection this month
5. **VISITORS**—no one to address the Board
6. **WATER AND SEWER—OLD BUSINESS**
 - **Solicitor's Report**—Andy reported:
 - He talked with Blaine Markel recently about the Water Main Extension Agreement and Right-of-Way Agreement in regards to the Rexroth Equities' properties on Redco Avenue & North Boxwood Lane. These two Agreements should be in place before the plans come back to the Authority for approval, but Andy said if Mr. Rexroth wishes to move forward with the Right-of-Way beforehand, the Board could approve it contingent upon other issues being addressed at a later time.
 - He will give an updated status on litigation issues at the December meeting.
 - **Engineer's Report**—Jason reported:
 - **North Charles Street/West Gay Street Water Main Replacement Project**—installation of water main and water services was completed by November 13th and have been inspected by RLMA staff. Application for Payment #2 is before the Board for action and Jason concurs with the amount of \$74,745.53. Mr. Smith made a motion to approve this payment; Mr. Poff seconded. All were in favor; motion carried. Retainage in the amount of \$12,583.00 is still being held, and approx. \$90,000 worth of work is outstanding, such as street restoration, sidewalks, etc. Total value of contract would have been approx. \$342,000 if total quantities were executed, but some of the quantities had been reduced.
 - **Green Branch Intake/Cabin Creek Dredging Project**—project is moving along, with the intake pipe and the Beaver Creek line being relocated and functioning properly. The reach to Beaver Creek has been completed of dredging and almost everything that is above a 10' level is complete. Samples were taken and water coming into the plant as a result of the dredging was clear. The tentative completion date is 11/20/15. Application for Payment #5 is before the Board for action, in the amount of \$166,378.75. Along with this, there were payment items previously approved on a Change Order to establish rates for dredging. That Change Order #5 is in the amount is \$123,558.50 and is built into the overall payment application itself. Mr. Smith made a motion to approve Application for Payment # 5 and Change Order

#5; Mr. Poff seconded. All were in favor; motion carried. There is retainage of \$27,000 being held for this project as well.

- **Superintendent's Report**—Keith reported:
 - The float in the intake was in bad shape, so a new one was formed out of HDPE pipe and a company is going to fuse-weld it in place.
 - An auditor from Stambaugh-Ness will attend the December Authority meeting to answer any questions regarding the 2014 Audit & Report.
 - Keith attempted to call Jarrod Hook three times regarding his property that was damaged by an Authority vehicle and the deductible the Authority agreed to pay. He has not heard back from Jarrod to date.
 - Connie Stokes' mother passed away; flowers were sent by RLMA.
 - Lease Advisors sent a proposal for the monopole and the tower rent. Their offer is \$1,028,000 for a 50-year lease. The proposal requires the Authority to maintain the property and hold insurance on the property. Lease Advisors would get the rent for the next 50 years & if any new carriers are added to the monopole, RLMA would get 50% of the profit from those. Currently, the Authority receives approx. \$89,000/year in rent for the monopole. Per the Board's request, Andy will review this proposal and report back next month.
 - Authority members attending Borough Council meetings:
 - December 14th—Skip Missimer
 - January 11th—Mike Poff
 - Storm drain markers came in on November 3rd. Mr. Missimer said options for the stickers will be discussed at the Source Water Protection Meeting, scheduled for November 18th @ Stan Saylor's Office.
 - Windsor Authority had previously requested a meeting with two RLMA members about any proposed water rate increases. Keith will ask them to meet @ 6:30p.m. before December's Authority Meeting (12/15/15/)
 - Requests a brief Executive Session at the end of the meeting.

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

- Meeting dates for 2016 have been reviewed for advertisement.
- 2016 Chemical Bids have been advertised on 11/16/15 with the bid opening being on December 10th, 2015 @ 10a.m.
- On October 13th, 2015 there was an exceedance of one of the water sampling parameters of Outfall 001. After resampling, the level was still high. PA Department of Environmental Protection was contacted and according to the Consent Order & Agreement with them, there was a penalty of \$100.00 for this.
- 2016 Budget discussion—On the Water Budget, there was an adjustment done to the electric line item, per the Board's request. A 2% increase is being proposed to all metered customers. No changes on the Sewer Budget.
Mr. Missimer made a motion to approve the 2016 Sewer & Water Budget as presented; Mr. Poff seconded. All were in favor; motion carried.

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

- Requests for payment from the Water Treatment Plant contractors were not received until today, 11/17/15. Two were previously signed; the third was just mailed today and hasn't been signed yet. It's from SSM Plumbing, in the amount of \$3,328.65.
- Mr. Missimer reported on the discussion between the Borough Manager, a couple Council members and the Municipal Authority that took place before tonight's meeting. Some outstanding issues regarding the First Avenue project were discussed including cost overages related to both entities. An agreement was reached that the difference of overrun costs would be split between both entities. That amount is \$4,000 and Mr.

Missimer made a motion for the Authority to pay \$4,000 to the Borough to settle all the outstanding issues related to the First Avenue project. Mr. Smith seconded. All were in favor; motion carried.

- On October 14th, 2015, a meeting was held between RLMA staff & Met-Ed regarding the meter that was not working at the new Water Treatment Plant. On 10/14/15, the combined usage was 1.8 million kilowatts, roughly \$129,000. Keith had contacted Direct Energy, the supplier at the time the meter was installed and they are not willing to back charge the meter. GDF Suez, the current supplier IS willing to back charge the meter. Suez will use their rate rather than Met-Ed's rate, which should save the Authority money.
9. **Approval of bills, statements & requisitions**—Mr. Smith made a motion to approve the bills, statements and requisitions. Mr. Poff seconded. All were in favor; motion carried.
 10. **Authority recessed** to Executive Session @ 7:35p.m. to discuss a personnel issue. Authority reconvened @ 7:51p.m.
 11. **Authority meeting adjourned** @ 7:51p.m.
 12. **The next meeting date is December 15, 2015 @ 7:00 PM.**

Respectfully submitted by:

Stacy Myers, Recording Secretary