

**Red Lion Municipal Authority**  
**Meeting Minutes**  
**Wednesday, March 23<sup>rd</sup>, 2016**

**Members**

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

**Others**

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

**Visitors**

Dianne Price  
Dennis Klinedinst  
Cindy Barley  
Nevin Horne

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 February 24<sup>th</sup>, 2016 Meeting Minutes; Mr. Poff seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—Keith reported usage has been normal this month. Rainfall received was 1.10”.
4. **CONNECTIONS REPORT**—0 new connections
5. **VISITORS**
  - Dave Averso from Gannett Fleming was present to report he had sent Keith a list of resolved issues from the new Water Treatment Plant. Of note, there is a Change Order before the Board tonight for action. It is from SSM Contractors in the amount of \$28,810 for the eyewash station, the sump pump station and the 2” line at the plant. Mr. Missimer made a motion to approve the Change Order for \$28,810; Mr. Poff seconded. All were in favor; motion carried.
  - Nevin Horne asked if the Authority had any plans to repair the storm drain at Redco Avenue during their East Broadway Water Main Replacement Project. Jason Reichard said he has had discussions with PennDOT regarding the project, but nothing was mentioned about the storm drain. Since that is usually a Borough issue, Mrs. Price said she will contact PennDOT about the drain.
  - Mr. Horne also requested to walk East Avenue with Keith and/or Jason and Mrs. Price in order to clarify some issues before the Authority’s East Avenue Water Main Replacement Project begins.
6. **WATER AND SEWER—OLD BUSINESS**
  - **Solicitor’s Report**—Doug Myers reported, in Andy Miller’s absence:
    - Act 203 Study Update—Since the study was last done in 2005, Jason would like to proceed with the study to ensure that ample fees are being collected for tapping in to the water & sewer systems. Mr. Missimer made a motion authorizing Jason to complete the tapping fee study; Mr. Smith seconded. All were in favor; motion carried.
    - Water Treatment Plant—the punchlist of items for the Water Treatment Plant continues to be addressed between Keith, Jeff and Andy.
    - Smith Property Easement Encroachment Request—Jason had prepared a sketch plan for the easements that are needed. Andy will prepare the agreements for each property owner that is affected (there are 3 properties), but contact to them will be made by Keith and/or Jeff.

- Appraisal of Cell Tower Lease—Andy had received a verbal quote for the lease value of \$2,500; however, he should have a written proposal by the April Authority meeting.
  - Lead in Drinking Water Flyer—After Skip & Keith had made some revisions, PA DEP and Andy have reviewed the notice to be posted on the website regarding Red Lion’s water. It is the consensus of the Board to post the information now.
  - **Engineer’s Report**—Jason reported that the East Broadway/East Avenue Water Main Replacement Projects are a little behind schedule. The Highway Occupancy Permit was applied for on 3/24/2016 with PennDOT, and Jason hopes to have the authorization to advertise the bids at the April Authority meeting, for bid awarding in May. Keith asked Dianne Price if the Red Lion Borough wanted any new fire hydrants installed at their cost during this project. Dianne said that no new fire hydrants needed to be installed.
  - **Superintendent’s Report**—Keith reported:
    - Authority members to attend Borough Council meetings:
      - April 11<sup>th</sup>—Mike Poff
      - May 9<sup>th</sup>—Jeff Herrman
    - May 14<sup>th</sup>, 2016—Cabin Creek Watershed Day event will be held at Windsor Wonderland from 11am-3pm. Refreshment stand will be open that day at the park. Activities are being planned to include stormwater conservation and to bring awareness to the community regarding stormwater runoff. Letters will be mailed to the residents of the upper section of the Watershed and anyone interested can pre-order rain barrels for pick up that day. The Municipal Authority’s groundwater and stormwater models will be set up and storm drain markers will be installed (in neighborhood of upper section of Watershed).
    - 6” water main on Nottingham Way (Kendale development) recently had 2 repairs on same day.
7. **WATER AND SEWER—NEW BUSINESS**—Keith reported:
- A proposal for repairs to the maintenance building has been received from Troy Leiphart Masonry in the amount of \$1,180. Mr. Missimer made a motion to approve the proposal; Mr. Herrman seconded. All were in favor; motion carried.
  - A proposal for additional repairs to the maintenance building was received from York Roofing, Inc. in the amount of \$5,100. (this amount was already budgeted)
  - Flushing of the system is to begin the week of April 4<sup>th</sup>, 2016 and will last approx. three weeks. This will be posted on the website and on the sign in the square. Dallastown-Yoe Water has been notified.
  - A new employee, hired for the maintenance department to replace Chad Arnold, will start March 28<sup>th</sup>, 2016.
  - Source Water Protection Plan has been totally updated as of 3/22/2016. The Annual Update form has been submitted to PA DEP.
  - The RTCR forms (Revised Total Coliform Rule) and all attachments have been completed and sent to PA DEP for review. Approval for these was received on 3/23/2016.
  - The 2015 CCR (Consumer Confidence Report) was sent to PA DEP for review. Comments had been received and edits were completed. Approval for the report was received on 3/23/2016. Windsor’s information had also been approved.
  - A local developer was interested in getting some backfill from the rice paddies. He would like to use as fill for new residences he’s building. Majority of Authority advised against it.
  - Red Lion & Windsor Township had each paid \$2,500 to complete a Milner Heights Detention Pond Study, to be completed by C.S. Davidson. The plan is to convert the detention basin into a retention basin, but there are two more items to complete. 1) Land studies need done by an outside company (cost is \$1,000) and 2) an infiltration study needs to be completed

(cost is \$600). Mr. Missimer made a motion to earmark an additional \$400 to complete the study. This \$400, along with Windsor Township's portion, should be enough to complete the study. Mr. Herrman seconded. All were in favor; motion carried.

8. **NEW WATER TREATMENT FACILITIES**—Keith reported:
  - Change Order from SSM—approved earlier
  - Following three items to be discussed in Executive Session tonight:
    - Wastewater Treatment Plant Substantial Completion paperwork from Contract #1 (Lobar General Contractors).
    - Wastewater Treatment Plant Substantial Completion paperwork from Contract #4 (Lobar Electrical Contractors).
    - Lobar Pay Application #40
  - Storage shed, budgeted for in 2016, has been ordered and should be onsite in April.
9. **Approval of bills, statements and requisitions**—Mr. Smith made a motion to approve the bills, statements and requisitions for this month. Mr. Missimer seconded. All were in favor; motion carried.
10. **Authority recessed to Executive Session** @ 7:55p.m. to discuss items listed above. Authority reconvened @ 9:04p.m. Mr. Smith made a motion to deny Lobar GC Payment Request #40; Mr. Herrman seconded. All were in favor; motion carried.
11. **Meeting recessed-**Mr. Smith made a motion to recess the meeting @ 9:06p.m. and reconvene on Wednesday, April 6<sup>th</sup>, 2016 @ 7p.m. Mr. Poff seconded. All were in favor; motion carried.
12. **Next Meeting:** April 27, 2016 at 7:00 PM.

Respectfully submitted by:

Stacy Myers, Recording Secretary