

Red Lion Municipal Authority
Meeting Minutes
Wednesday, April 27th, 2016

Members

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

Others

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

Visitors

Dianne Price
Dennis Klinedinst
Nevin Horne

1. The meeting was called to order @ 7:00p.m. All present participated in the pledge to the flag.
2. Mr. Poff made a motion to approve the March 23rd, 2016 and April 6th, 2016 Meeting Minutes; Mr. Herrman seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—Keith reported usage has been normal and 2.77” of rainfall was received this month.
4. **CONNECTIONS REPORT**—2 new connections
5. **VISITORS**—no one was present to address the Board
6. **WATER AND SEWER--OLD BUSINESS**
 - **Solicitor's Report**—Christian reported the following:
 - At their April 6th, 2016 meeting, the Board denied Payment Application #40 to Lobar General Contractors. Lobar sent return correspondence to the denial citing engineering defects which caused most of Lobar's delays. They did, however, send a revised Payment Application #40 asking only for Change Orders for putting walkways & railways in at the Wastewater Treatment Plant. They will complete the work and the punchlist of items for **both** facilities will be verified for completion by Municipal staff.
 - Cell tower lease—Andy got a proposal by the company who appraises future values of cell tower leases. The appraisal costs \$2,500 and takes 3-4 weeks to complete. This company does not appraise the structure or property, just the value of the lease for future rent; i.e. what the Authority could expect to receive in a lump sum (just based on revenue). Authority tabled the agreement for a decision tonight. They will review the agreement and get any questions they have to Keith before the May meeting.
 - Mill Creek Interceptor Agreement—Mr. Missimer questioned the status on this. Christian stated he is currently trying to find York Township & Springettsbury's position for another client of his. Due to York Township revising this agreement, which has delayed approval of it for years, Mr. Missimer asked if a Resolution can be created that states Red Lion Municipal Authority will not pay for any more repairs done upstream from their (RLMA) facilities. All attempts at contact with York Township have gone ignored; something needs to get their attention in order to get the agreement revised & finalized. It is unclear as to whether there is more than one agreement with the parties involved. Christian will report back after his review.
 - **Engineer's Report**—Jason reported the following:
 - 2015 North Charles Street & West Gay Street Water Main Replacement—Municipal staff completed a final inspection and has deemed the work as satisfactorily complete. Final Application for Payment (#4) has been received in the amount of

\$8,359.00. Jason concurs with this amount; no retainage will remain. This brings the total project approx. \$1,000 below budget. Mr. Missimer made a motion to approve Payment Application #4; Mr. Poff seconded. All were in favor; motion carried.

- Green Branch Intake & Cabin Creek Dredging—contractor has completed punchlist items and Municipal staff is satisfied with all work. Final Application for Payment (#7) has been received in the amount of \$40,191.20. The project came within the original budget with the exception of a few Change Orders where the scope of work was changed. FEMA reimbursement for this project was \$593,303.27 and the total Authority expense for the project was \$378,877.23. No retainage will remain and Jason concurs with the amount of the payment application. Mr. Herrman made a motion to approve Payment Application #7; Mr. Missimer seconded. All were in favor; motion carried.
- 2016 East Broadway & East Avenue Water Main Replacement Project—Field topographic survey, along with in-house base mapping has been completed. Construction plans & specs are 95% complete. Communication with PennDOT determined they will accept trench restoration (no overlay) and the Authority will have to maintain through winter, as PennDOT's paving project will not begin until 2017. Municipal staff has reviewed the plans. Recently, the scope of work was adjusted to include installation of a tapping sleeve & valve at Springhouse Lane to have a connection on the PennDOT road. Jason estimated this part of the project to be approx. \$10,000-\$12,000 and said it may be cheaper to gather 3 phone quotes rather than paying prevailing wage. Jason asked for authorization to move forward to secure bids. Mr. Poff made a motion authorizing Jason to move forward with the bidding process; Mr. Missimer seconded. All were in favor; motion carried.
- Burrows Road Land Development—most of the work to reduce the financial security for improvements has been completed to date. Remaining work includes as-built records, street restoration, sump pump installation, etc. Municipal staff completed their review & field inspection. Jason recommends financial security released in the amount of \$54,335.00. This leaves a remaining security balance of \$14,508.50. Mr. Missimer made a motion to approve the security release amount of \$54,335.00; Mr. Poff seconded. All were in favor; motion carried.
- **Superintendent's Report**—Keith reported the following:
 - Authority members attending Council meetings
 - May 9th—Jeff Herrman
 - June 13th—Eric Immel
 - May 14th, 2016 is the Cabin Creek Watershed Day event, to be held at Windsor Wonderland from 11am-3pm. Mr. Missimer will attend and would appreciate any help from other Board members and/or staff. Storm drain markers will be installed in the upper part of Milner Heights development that day.
 - Flushing was completed on Monday, April 18th, 2016. It went very well & ran very clean.

7. **WATER AND SEWER—NEW BUSINESS**—Keith reported the following.

- A new part-time employee needs to be hired for the Water Treatment Plant. Two interviews were already conducted, one of whom is very knowledgeable in this field.
- 2015 CCR (Consumer Confidence Report) is now posted on the website & a note will be included with the water bills to direct customers to the website to view the CCR or to pick up a hardcopy in the office.
- Kaltreider-Benfer Library ground maintenance—Chairman Immel asked why Authority staff mows the grounds? Mr. Klinedinst said the Borough plows the snow for the library, pays the

electric bill for the parking lot lights, lays mulch, and pays their trash bill and ½ of their water bill. Because the Authority owns the property, Borough Council thought they (RLMA) could contribute in the upkeep. After discussion, it was the consensus of the Authority Board to mow the library grounds, but Borough staff will continue to plow snow. Each entity believes the rest of the upkeep should be the Library's responsibility.

- The following Payment Requisitions were signed by Chairman Immel and before the Board for approval:
 - From Contract #4 (Change Order #10)—to Lobar Electric
 - From Contract #2 (Estimate #22)—plumbing
 - From Contract #1 (Estimate #40; Revision #1)—to Lobar General Contractors
 - From Contract #1 (Estimate #17)—to Lobar General Contractors
 - Keith would like to discuss surge protection with Brad Smith, mainly protection for Beaver Creek and the raw pump house. There is surge protection at the high-service pump station & Water Treatment Plant, which is all new, but there have been some issues in the past at Beaver Creek. Keith estimates surge protection to be approx. \$5,000.
 - Generator at existing Water Treatment Plant is not needed; it could be put out for bid or sold @ fair market value. LASA (Lancaster Area Sewer Authority) may be interested in buying it. The consensus of the Board is for Keith to move forward to sell it.
8. **Approval of bills, statements and requisitions**—Mr. Poff made a motion to approve the bills, statements and requisitions. Mr. Missimer seconded. All were in favor; motion carried.
9. **Adjournment**—Mr. Missimer made a motion to adjourn the meeting @ 7:50p.m. Motion carried; meeting adjourned.

Respectfully submitted by:

Stacy Myers, Recording Secretary