

**Red Lion Municipal Authority**  
**Meeting Minutes**  
**Wednesday, May 25<sup>th</sup>, 2016**

**Members**

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

**Others**

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

**Visitors**

Dianne Price

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 April 27<sup>th</sup>, 2016 Meeting Minutes; Mr. Poff seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—4.75" of rainfall was received this month.
4. **CONNECTIONS REPORT**—2 new connections (Laurel Vista) this month.
5. **VISITORS**—none
6. **WATER AND SEWER—OLD BUSINESS**
  - **Solicitor's Report**—Andy reported the following:
    - **Smith property easement encroachment request**—C.S. Davidson has completed the sketch plans for the easements and the proposed easements and letters are ready to go to the appropriate property owners. The letters will be hand-delivered by Jeff Beard and/or Municipal staff.
    - **Cell Tower Lease Values**—a revised proposal is ready for action tonight from the Board. Mr. Poff made a motion to approve the proposal and to authorize Chairman Immel to sign it. Mr. Missimer seconded. All were in favor; motion carried.
    - **Mill Creek Interceptor Agreement**—Keith is gathering additional flow measurements; more on this issue to come.
    - **Transfer of Kaltreider-Benfer Library Lands**—Andy will review C.S. Davidson's plans of the site in order to answer some questions regarding the water tower and the library portions of the lot. More on this issue to come.
    - Requests an Executive Session at the end of tonight's meeting.
  - **Engineer's Report**—Jason reported the following:
    - **2016 East Broadway & East Avenue Water Main Replacement**—the Highway Occupancy Permit has been approved by PennDOT. The two bids received for the project were opened at C.S. Davidson's office on May 24<sup>th</sup>, 2016. Jason had estimated the value of the project at \$625,000 including a 10% (approx. \$50,000) contingency. Barrasso Excavation, Inc. submitted a bid of \$585,688.75. Wexcon, Inc. submitted a bid of \$685,900. Jason stated several references were pulled from other companies doing business with Barrasso and they were all favorable. Jason concurs with the bid submitted by Barrasso Excavation and recommended awarding the job to them. Mr. Missimer made a motion to award the bid to Barrasso Excavation, Inc. for a cost of \$585,688.75. Mr. Smith seconded. All were in favor; motion carried.  
Of note, Kinsley Construction picked up a bid packet, but did not submit a bid.

- Springhouse Lane/Cape Horn Road Tapping Sleeve & Valve—a preconstruction meeting was held today (May 25<sup>th</sup>) between PennDot, Fitz & Smith, J.D. Eckman Inc., and Red Lion Municipal employees. The Highway Occupancy Permit has been secured to install a 6-inch tapping sleeve and valve. This will aid in future replacement of the existing 2-inch water line on Springhouse Lane. Jason estimated the value of this project at \$12,500. Three bids were received; E.K. Services, Inc. with a bid of \$27,127; Wexcon, Inc. with a bid of \$21,450; and Fitz & Smith was low bidder with a bid of \$19,018. Jason recommended awarding the project to Fitz & Smith. Mr. Poff made a motion to award the project to Fitz & Smith with a cost of \$19,018; Mr. Herrman seconded. All were in favor; motion carried.
  - Act 203 Tapping Fee Update—this update was last done in 2004 and the first draft of the updated sanitary sewer tapping fee is nearly complete. Final costs associated with the new Water Treatment Plant construction need to be established before finalization of the update; however, C.S. Davidson’s figures to date put an overall replacement value on the sewer system at \$19,500,000. Their tapping fee cost for a 6” lateral installment is \$5,974 and a cost for a 4” lateral installment is \$4,901.
  - **Superintendent’s Report**—Keith reported the following:
    - Authority members attending Borough Council meetings:
      - June 13<sup>th</sup>—Eric Immel
      - July 11<sup>th</sup>—Skip Missimer
    - May 14<sup>th</sup>, 2016 was the Cabin Creek Watershed Day, held at Windsor Wonderland. Mr. Missimer reported that everything went well. Despite the weather and not having the attendance they hoped for, all the storm sewer markers were installed fairly quickly and everyone seemed to enjoy themselves. Mr. Missimer discussed the possibility of creating a Cabin Creek Watershed Association, in hopes of getting a more diversified group of people together for a worthwhile cause; i.e. agricultural, businessmen, landowners, etc. He discussed the idea with Stan Saylor, who stated he would also be interested in becoming a part of it. Mr. Missimer may put together a presentation for local organizations in the watershed itself, in hopes of stirring interest and gathering members for such an association.
    - A new part-time employee was hired at the Water Treatment Plant to replace Jan Rost.
7. **WATER AND SEWER—NEW BUSINESS**—Keith reported the following:
- June 3<sup>rd</sup> is the day of the York Water clambake.
  - A new PADEP requirement for sampling raw water has been announced. The sampling for cryptosporidium (which chlorine has no effect on) will begin October 2016 and will last 24 months. Keith received three quotes for sampling ranging from \$24, 000-\$27,000 for the whole 24 months. Samples will be taken at Cabin Creek and Susquehanna River.
  - June 4<sup>th</sup>—Legion Riders will hold an event at Fairmount Park and they asked Keith if the Fire Company could “top off” their tankers after filling the dunk tank for the event. Keith gave permission to do so.
  - Keith will be on vacation from May 31<sup>st</sup> thru June 2<sup>nd</sup>, 2016.
  - Cameras have been installed—one on the Municipal Building; one on the historical museum
  - Mr. Herrman made a motion to send a proclamation from Red Lion Municipal Authority to Dallastown Borough in recognition of their 150<sup>th</sup> anniversary. Mr. Missimer seconded. All were in favor; motion carried.

8. **NEW WATER TREATMENT PLANT BUSINESS**—Keith reported the following:
  - Thursday, May 19<sup>th</sup>, the Water Treatment Plant went offline and the plant had to be run manually. The reason was found to be a tripped breaker; the plant went back online two hours later.
  - Keith has received the Completion Certificate from Shannon Smith for HVAC work at the Water Treatment Plant. Mr. Missimer made a motion to accept and authorize Chairman Immel to sign the Certificate; Mr. Smith seconded. All were in favor; motion carried.
9. **Bills and Statements**—Mr. Poff made a motion to approve the bills and statements; Mr. Smith seconded. All were in favor; motion carried.
10. **Authority recessed** to Executive Session @ 8:05p.m. to discuss litigation matters, as well as personnel matters related to the pension. Authority reconvened @ 9:24p.m.
11. **Authority adjourned** the meeting @ 9:24p.m.
12. **The next RLMA meeting will be June 22, 2013 @ 7:00 PM**

Respectfully submitted by:

Stacy Myers, Recording Secretary