

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

Members

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

Others

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

Visitors

Richard Resh
Henry Herrman
Nevin Horne

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. Missimer made a motion to approve the June 22nd, 2016 Meeting Minutes after the omission of Bullet #5 under "Visitors Comment" section. Mr. Smith seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—Keith reported 3.26" of rainfall was received this month.
4. **CONNECTIONS REPORT**—5 new connections this month (1 at Laurel Vistas; 4 were new meters installed on Boxwood Lane)
5. **VISITORS**—Richard Resh, from C.S. Davidson was present to discuss the Act 203 Tapping Fee Update for sanitary sewer. With the last study being conducted in 2005, the highlights of this one were discussed. Mr. Resh suggested adding a "special purpose" tapping fee for sewer, to recoup the water cost of the Mill Creek Interceptor Agreement. Since the old Water Treatment Plant was taken out of service (is now the Wastewater Treatment facility), those costs have been taken out and the new pumpstation costs have been factored in. Costs for the sewer extension to service Industrial Park have been added. Revenues from old construction get redistributed and reimbursements to the Community Center and Post Office have been deleted. In the past, the debt service payments made to Springettsbury for the Mill Creek Interceptor were tabulated in; however, a report (prepared by Buchart-Horn for Springettsbury Township) was relied upon for some of the language. There is no more debt related to this.
Two fee schedules were created; one for a 4" lateral, one for a 6" lateral. The current tapping fee has three components, consisting of:
 - The capacity component (treatment-related costs), which can be up to \$1,365/EDU
 - The collection system, which includes the pipeline--\$3,250
 - Special purpose fee--\$2,426

With these components taken into consideration, the tapping fee charged for sewer connection can't exceed \$4,615. The current sewer tapping fee is \$500, but there are not a great deal of connections made to the sewer system. Mr. Resh & Andy agreed that \$500 is a very low cost considering the costs that are involved, especially since the last study in 2005.

Rules & Regulations will be updated to incorporate the fee schedule and the updated costs for sewer. Mr. Missimer made a motion authorizing Andy to prepare a Resolution to update the Sewer Rules & Regulations and to set sewer tapping fees at \$3,000. Mr. Smith seconded. All were in favor; motion carried.

Additional Engineer Report items:

- Springhouse Lane/Cape Horn Road tapping sleeve & valve project is complete. The Final Application for Payment has been submitted in the amount of \$25,893.45. Mr. Missimer

made a motion to approve the payment; Mr. Poff seconded. All were in favor; motion carried.

- 2016 East Broadway & East Avenue Water Main Replacement—work began 7/27/16
- Rules & Regulations for Water—currently require a homeowner to replace a galvanized pipe between the curb box & the meter. It does not require the homeowner to replace any lead pipes. Mr. Missimer would like to see this changed. After discussing, Authority members agreed that anything not conforming to their regulations for service lines must be changed/updated to flared copper during projects or if a new connection is required. Basically, any revisions to a common line have to conform to the new regulations. A service line that is lead or galvanized must conform.

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

- **Solicitor's Report**—Andy reported the following:
 - Smith Property easement encroachment requests—3 of the 7 requests have been signed & returned to Keith
 - Appraisal of the cell tower lease value should be received shortly.
 - On 7/28/16 @ 8a.m., Andy will meet with Jeff Shue and Borough staff regarding the subdivision of the Kaltreider Library property.
 - Andy prepared and mailed a statement in response to the Auditor General's pension audit as it pertains to Authority personnel.
 - Requested an Executive Session at the end of the meeting.
- **Superintendent's Report**—Keith reported the following:
 - Authority members to attend Borough Council meetings
 - August 8th—Brad Smith
 - September 12th—Mike Poff
 - The tour of the Water Treatment Plant with the Emergency Responders went very well, with over 60 people in attendance. Thank you to all staff that assisted, especially Chad Arnold for setting up the tour.
 - On 7/20/16, a safety meeting was held at the Water Treatment Plant.
 - On 7/27/16, Barrasso Excavating began the water main replacement on East Broadway & East Avenue.

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

- Joint meeting with Dallastown-Yoe Water Authority will be held August 10th, 2016 @ 6:30p.m. at Dallastown's office.
- Red Lion Street Fair will be held Saturday, August 13th. Municipal Authority will have a stand outside the Municipal Office.
- An SMC at the Country Club Road sewer pumping station needs to be replaced. It has been ordered & received; the electrician will be replacing it shortly. This is the motor control center that runs things.
- A quote for \$1,017.53 was received for Hach to test/calibrate the bench top sampling equipment at the Water Treatment Plant. Consensus of the Board agrees with this quote.

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

- Keith received one, two and three-year proposals for the renewal of the Sonic Wall (remote access into the Water Treatment Plant operations). He recommends the 3-year contract with Dell for a cost of \$825. Consensus of the Board is in agreement.
- All of the lights in the pump room of the High Service Pump Station were changed to LED, which was approved by the Board previously.
- Matt Evans (Water Treatment Plant) took all required testing to be an operator, but is not DEP-certified yet because he lacks years of experience. If he takes additional courses, he can be fully certified by April 2018.
- A/C unit at the Water Treatment Plant failed; a fan motor was replaced Friday, 7/22/16

- Online bill pay option –Keith will have Lori look into competing proposals from different companies
9. **Bills/Statements/Requisitions**—Mr. Smith made a motion to approve the bills, statements & requisitions. Mr. Missimer seconded. All were in favor; motion carried.
 10. **Authority recessed** @ 8:10p.m. to discuss litigation.
 11. **Authority reconvened** @ 8:39p.m. No action taken.
 12. **Authority adjourned** @ 8:39p.m.
 13. **Upcoming meetings:**
 - August 10th @ 6:30p.m.—Joint meeting with Dallastown-Yoe Water Authority
 - August 24th @ 7:00p.m.—Regular meeting of Red Lion Municipal Authority

Respectfully submitted by:

Stacy Myers, Recording Secretary