

**Red Lion Municipal Authority**  
**Meeting Minutes**  
**Wednesday, October 24<sup>th</sup>, 2018**

**Members**

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

**Others**

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

**Visitors**

Nevin Horne  
Dennis Klinedinst

1. The meeting was called to order @ 7:00p.m.
2. Mr. Missimer made a motion to approve the September 26<sup>th</sup>, 2018 Meeting Minutes; Mr. Smith seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—4.05” of rainfall was received since the September meeting.
4. **CONNECTIONS REPORT**—no new connections this month
5. **VISITORS**—
  - Mr. Horne asked if the fee that DEP will be proposing on municipal water companies beginning January 2019 is something that the Board would want to discuss with Stan Saylor. There is a meeting with Representative Saylor on 10/25, if any of the Board are interested in attending and bringing this to his attention.
  - Mr. Horne asked for permission to hang Christmas wreaths on the Municipal Office front windows. Decorating the Municipal Office building & the Historical Society is something the Redevelopment Commission would like to do to “spruce” up the town. The Board was agreeable to this.
6. **WATER AND SEWER—OLD BUSINESS**
  - **Solicitor’s Report**—Andy Miller reported:
    - **North Camp Street Water Main Extension**—Matthew Ilgenfritz has still not signed the easement agreement, although he maintains he will. He claims this will lower his property value; however, this line was there already, it’s nothing new. The next step would be for the Authority to file a Declaration of Taking. Mr. Ilgenfritz would have 30 days to object to this, then he can seek compensation for the right-of-way. The Board has agreed to give Mr. Ilgenfritz a deadline of December 31, 2018 to sign before starting the Declaration of Taking process. Of note, the trailer park, being a corporation, had delayed signing the easement agreement too, because they were asking for some changes to be made, which the Authority was agreeable to.
    - **100 & 207 Redco Avenue**—waiting on as-built drawings from Mr. Rexroth before preparing the private water line easement.
    - **Requests an Executive Session** at the end of the meeting to discuss PUC litigation.
  - **Engineer’s Report**—Jason Reichard reported:
    - **North Camp Street Water Main Replacement**—MacMor Construction has completed the installation of the 8” water main & water service connections, in addition to completing the outstanding punch list items. They’ve submitted Payment Request #3 in the amount of \$83,684.01, which leaves \$2,500.00 retainage still held to cover trench restoration to ensure vegetation “takes hold”. A one-year performance bond is in place, should RLMA need to act upon it. With Jason concurring with the payment request, Mr. Smith made a motion to approve the

payment for \$83,684.01 to MacMor Construction; Mr. Poff seconded. All were in favor; motion carried. Municipal staff stated the end result with MacMor was good; however, the contractors needed more direction & attention from staff than Jason & staff thought they should've needed. RLMA would likely not use them for a larger job or on a heavier-traveled street, as some problems with traffic control was experienced.

- **2018 Sanitary Sewer Maintenance Program**—Preconstruction meeting for this project is scheduled for Thursday, November 1<sup>st</sup>
  - **Superintendent's Report**—Keith reported the following:
    - Authority members attending Borough Council meetings:
      - November 5<sup>th</sup> & 12<sup>th</sup>—Skip Missimer
      - December 3<sup>rd</sup> & 10<sup>th</sup>—Eric Immel
7. **WATER AND SEWER—NEW BUSINESS**—Keith reported the following:
- On October 1<sup>st</sup>, RLMA staff & Borough reps/staff met at East Prospect Street & then Catalpa Lane to look at & discuss manholes.
  - Collective Bargaining Agreement has been signed tonight—this will be sent back to the Union & has been fully authorized to be signed.
  - Red Lion Municipal Authority staff has received the 2017 Safety Award from Susquehanna Municipal Trust for having zero days' loss due to injury. The Board wished to express their gratitude & gave kudos to the employees for a good job & their close attention to safety.
  - A report of a leaking water connection at the meter was filed at a home in Royal Manor, claiming property damage. Keith turned it into the insurance company, but it's been denied because the most that can be sought is the non-paid portion by the insurance company (the \$1,000 deductible). The valve before the meter was also leaking when municipal staff got to the home & that repair is the customer's responsibility. Office staff sent a letter stating that and the fact that easier access to the meter & its connections must be made (since a wall was built after the meter was installed). Nothing was in the homeowner's claim that referenced their valve also leaking, so RLMA's adjuster denied the entire claim.
8. **WATER TREATMENT FACILITIES**—Keith reported the following:
- On October 15<sup>th</sup>, a tree came down & took out the electric & phone lines. There were no complications with Water Treatment Plant operations, which was on generator power for approx. 3 hours. The tree was on the Windsor Township portion of the property.
  - Method 334 course—for testing of equipment at the Water Treatment Plant—all the operators at the plant have passed. Once they've gone through the course, they can train other people.
9. **Other business**—Jeff Herrman thanked the Board for the plant & for coming to his father, Henry's service when he passed away recently.
10. **Approval of bills & statements**—Mr. Missimer made a motion to approve the bills and statements; Mr. Immel seconded. All were in favor; motion carried.
11. **Authority recessed to Executive Session @ 7:24p.m.** to discuss PUC litigation.
12. **Authority reconvened @ 7:34p.m.** No motions were made.
13. **Adjournment**—Authority adjourned @ 7:34p.m.
14. **Next RLMA Meeting will be held Wednesday, November 14<sup>th</sup>, 2018 @ 7:00p.m.**

Respectfully submitted by:

Stacy Myers, Recording Secretary