

**Red Lion Municipal Authority**  
**Meeting Minutes**  
**Wednesday, November 14<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

**Visitors**

Nevin Horne  
Stephanie Weaver  
Gavin Smith

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 October 24<sup>th</sup>, 2018 Meeting Minutes and Budget Meeting Minutes from that night; Mr. Smith seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—6.20” of rainfall was received since last meeting. Water usage is about the same as last month, still not pumping out of Beaver Creek. Of note, the weekend of November 3<sup>rd</sup> saw the biggest raw turbidity level since the WTP was put online & the filter plant ran with no problem. The chemical feeds were fine and there were no issues.
4. **CONNECTIONS REPORT**—no new connections this month.
5. **VISITORS**—the following addressed the Board:
  - Gavin Smith was present to discuss his high-water bill. He & his family just moved to 500 East Broadway on August 20<sup>th</sup> & he stated his bill for 18 days showed 10,000 gallons of usage. He believes that’s a bit excessive for 18 days, stating their typical usage is approx. 2,000 gallons (from his previous residence). There was a final reading done on August 14<sup>th</sup>, when the previous owners moved out, but the Smith’s did not own it till the 20<sup>th</sup> (their settlement date). His wife found that a toilet was running in the home when they moved in, and they believe that was the reason for the excessive usage, but they don’t think they should be responsible for all the usage that accumulated before they owned the property. No one had lived in the home between August 14<sup>th</sup>-20<sup>th</sup>; however, the request came to obtain a final reading on August 14<sup>th</sup> (either from the settlement company, attorney or property owner at that time). Since the Smith’s just moved in on the 20<sup>th</sup>, the Board agrees they should not be responsible for any usage before that date. With the new type of meter installed at this property on April 30<sup>th</sup>, a data logger can be installed to obtain a daily reading. It stores up to 460 days of data, so Keith said, at Mr. Smith’s leisure, they can go to his home & see what the actual usage was around the August 14<sup>th</sup>-20<sup>th</sup> time period. Mr. Immel stated the previous owner, or whoever had called for the final reading for the 14<sup>th</sup> should be responsible for any usage prior to August 20<sup>th</sup>, after which, Mr. Smith will be responsible. This issue can be tabled until Authority staff is able to gain access to the Smith property & the meter. Mr. Missimer made a motion that Authority staff will check the daily readings & Mr. Smith will be responsible only for usage for August 20<sup>th</sup>, when he obtained home ownership. The Board agreed. After a determination is made, Mr. Smith will receive a credit on his next water bill, if necessary.
  - Nevin Horne thanked Mr. Missimer again for speaking at the Stormwater Authority meeting at Central High School last week. Mr. Missimer explained that the County has been working to figure out how they will comply with the Chesapeake Bay nutrient reduction, while keeping the MS-4 municipalities (Red Lion is one) in compliance. A unified plan is being

sought by the County and they've proposed a fee (or a tax) to be imposed on every property owner. County Commissioners have considered this & a few public meetings have been held, one of which was November 8<sup>th</sup>. Mr. Missimer submitted data (provided to him by Keith) that showed, while water rates have increased approx. 71% since 2008, the sewer rates have increased approx. 160%, primarily due to the treatment charges Red Lion must pay Springettsbury. Mr. Missimer stated since municipalities (& property owners) will have to pay one way or another, we may as well pay to fix the problem that needs to be fixed; i.e. stormwater, agriculture, etc.

6. **WATER AND SEWER—OLD BUSINESS**

- **Solicitor's Report**—no report, but Keith reported Doug Myers from MPL Law Firm sent a letter for Keith & Jeff's review that will be mailed to Mr. Ilgenfritz, the property owner on North Camp Street who refused to sign the Easement Agreement. The letter states Mr. Ilgenfritz has 15 days to sign before the Municipal Authority takes legal action.
- **Engineer's Report**—no report
- **Superintendent's Report**—Keith reported:
  - Authority members attending Borough meetings:
    - November 5<sup>th</sup> & 12<sup>th</sup>—Mr. Missimer attended & stated a lot of discussion at the Nov. 12<sup>th</sup> meeting revolved around keeping or doing away with Per Capita Tax collection. Mr. Missimer updated Council on current Authority business.  
Ms. Weaver stated the Municipal Services Committee will follow-up with finding RLMA's street banner. If not found, a new banner will be hung.
    - December 3<sup>rd</sup> & 10<sup>th</sup>—Eric Immel will attend
    - January 7<sup>th</sup> & 14<sup>th</sup>—Mike Poff will attend.

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

- Resolution 2018-4—adopting the 2019 Water & Sewer Budget
- Resolution 2018-5—adopting the water rates
- Resolution 2018-6—adopting the sewer rates
- Resolution 2018-7—adopting the fees
- Of note, for 2019 water rates will increase by 2%; sewer rates will increase by 5%. Mr. Smith made a motion to adopt the four Resolutions listed above; Mr. Poff seconded. All were in favor; motion carried.
- 2019 chemical bids were sent to vendors on November 12<sup>th</sup>, 2018. Bid opening will be December 13<sup>th</sup>, 2018 @ 10a.m. in the meeting room, for those who wish to attend.
- 2019 proposed meeting date list was distributed. Let Keith know of any conflicts before advertising. Of note, November & December meetings will be scheduled a week early due to holidays, and on a **Tuesday**, due to schedule conflicts. Those will be Tues, November 19<sup>th</sup> & Tues, December 17<sup>th</sup>, 2019.
- Sewer repair project preconstruction meeting was held on November 1<sup>st</sup>. Notice to Proceed for the three contracts is November 5<sup>th</sup> with a project deadline of 120 days.
- Green Branch update—the storm had taken out the wall & Jeff is currently trying to secure a contractor to repair it. On September 19<sup>th</sup>, an emergency permit was obtained from DEP, which gave 60 days to complete the work. Dead trees need to be removed along the location; a contractor/price was finally secured for this, but the work hasn't been completed to date. Brookfield, which used to be Safe Harbor requested the work not be done until they confirm the property lines. Keith sent an email to DEP yesterday asking for an emergency permit extension, but he hasn't received a response yet. He doesn't foresee an issue with it.
- Fulton Bank account—used during Water Treatment Plant construction. There was \$2,800 in the account that Keith withdrew & deposited in the M & T Bank account.

8. **Other business**—Mr. Immel reported that Brad Smith’s term on the Municipal Authority expires on 12/31/2018. They received a letter of intent from Stephanie Weaver to serve and they will submit a letter of recommendation to Borough Council to appoint her. Authority Board members can attend the Borough Reorganization meeting to confirm their decision to appoint Ms. Weaver.
9. **Approval of bills & statements**—Mr. Missimer made a motion to approve the bills & statements; Mr. Poff seconded. All were in favor; motion carried.  
Of note, the \$20,000 DEP fee that will be charged to water systems beginning January 2019, will not affect sewer. Springettsbury will get a fee imposed that will most likely be passed along to sewer customers.
10. **Adjournment**—Authority adjourned @ 7:37p.m.
11. **Next RLMA Meeting will be held Wednesday, December 19<sup>th</sup>, 2018 @ 7p.m.**

Respectfully submitted by:

Stacy Myers, Recording Secretary