

**Red Lion Municipal Authority
Meeting Minutes
Tuesday, December 17th, 2019**

Members

Eric Immel, Chairman
Mike Poff, Secretary
Jeff Herrman, Treasurer
Dennis Klinedinst, Asst. Sec/Treasurer

Others

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

Visitors

Dianne Price
Stephanie Weaver
Bob & Tina Frutiger

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 November 19th, 2019 Meeting Minutes; Mr. Herrman seconded. All were in favor; motion carried.
3. **WATER USAGE REPORT**—4.93” of rainfall was received since November’s meeting. Staff is still using Beaver Creek when necessary.
4. **CONNECTIONS REPORT**—3 new connections this month (2-The Paddock; 1-Burrows Rd.)
5. **VISITORS**—no one to address the Board.
6. **BIDS**—The 2020 proposed list of chemicals that were bid was distributed & discussed. RLMA staff listed the low bids in red type & the staff-selected vendors were highlighted.
 - Caustic Soda—awarded to Univar with a bid of \$15,660
 - Liquid Aluminum—awarded to USALCO with a bid of \$22,255.20
 - Potassium Permanganate—awarded to Shannon Chemical Corp with a bid of \$6,302.80
 - Copper Sulfate—awarded to Chemrite, Inc. with a bid of \$4,300
 - Carbon—awarded to Coyne Chemical with a bid of \$1,937.73
 - Sodium Hypo—awarded to Univar with a bid of \$18,905
 - Sodium Bisulfite—awarded to Univar with a bid of \$1,975.80
 - Fluoride Tote—awarded to Univar with a bid of \$7,200
 - Zinc Orthophosphate—awarded to Coyne Chemical with a bid of \$10,788.91
 - Superfloc—awarded to Univar with a bid of \$9,200 (Polydyne, Inc. was the low bidder on this chemical with a bid of \$8,160; however, they didn’t bid the correct item)
 - Of note, Keith stated only one of the above chemicals was more expensive than the 2019 cost; all others remained the same or less.
 - Mr. Poff made a motion to approve the above staff-suggested bids; Mr. Herrman seconded. All were in favor; motion carried.
7. **WATER AND SEWER—OLD BUSINESS**
 - **Solicitor’s Report**—Andy reported:
 - Revisions to the cross easement for the Kaltreider-Benfer Library’s Subdivision Plans were done based on Borough Council’s meeting comments (reported by Skip Missimer). Jeff Shue had stated at that Council meeting that he has a relatively simple fix/repair in mind for the stormwater issues at the park. Andy suggested RLMA Board allow Jason Reichard to work with Jeff Shue on this. Mr. Klinedinst stated the Borough never agreed to pay for the repair of this. Andy believes the scope of work needs to be determined first, then details of payment responsibility can be figured out.

Mrs. Price spoke of two options for the overflow in that area. 1) a manhole installation, as is on the original plan from 2000, or 2) an overflow in the pipe in the grass area that can be tapped into. The manhole on that plan from 2000 was never installed; Jeff Beard said the Authority installed the grate in the yard close to the tank which ties into the system and this was believed to be able to handle an overflow. From what Jason can remember, he believes this was an arrangement to simplify the construction. It made sense to run the pipe directly into the storm sewer, being that it has a terrific capacity. The problem is when this gets full of leaves, it becomes difficult to handle an overflow. Mr. Klinedinst suggested making another hole in the box so in the event it does get clogged with leaves, there is another way for the water to escape to the pipe.

In an effort to locate the existing line, find a solution in the case of an overflow and work with Borough & RLMA staff, Mr. Herrman made a motion authorizing Jason Reichard to work with Jeff Shue; Mr. Poff seconded. All were in favor; motion carried. A scope of work & estimated cost can be brought back to the RLMA Board in January.

- Andy reviewed the agreement between RLMA & Dallastown-Yoe Water Authority, including comments from Mr. Missimer, Keith & additional comments from himself. Keith can distribute the draft to the Board members for their review & anyone wanting to add any comments can get them to Andy before next month. A final copy will be given to DYWA after that.

- **Engineer's Report**—Jason reported:

- Burrows Road Water Main Interconnect Project—contract specifications & construction drawings were distributed to the Board. Jason reported the line will tie in to the existing blowoff on Burrows Lane. The 6" main will then extend approx. 1,100' to S. Queen Street. An interconnection will also be made on Dove Lane where there is an existing 8" main, then extend toward S. Queen Street, alongside of Rite Aid. Estimated cost of this project is \$325,000 and there are adequate funds in the Construction Fund for the cost. RLMA staff has reviewed the plans & PennDOT permits are being obtained, as South Queen Street is a State road. PennDOT is planning to pave Rt. 74 & be done by Spring of 2020. Jason expects to be done with the above project in time for the State's paving. He plans to have the bids returned to the RLMA Board by their January meeting.

Mr. Poff made a motion to authorize advertising the bids; Mr. Herrman seconded. All were in favor; motion carried.

Jason reported an existing fire hydrant (corner of Queen St/Burrows Lane) that needs to be relocated. Because it falls outside the existing right-of-way, CSD prepared an easement exhibit which was sent to Andy's office for review. Andy has prepared a legal agreement for RLMA staff to present to Rite-Aid for this small piece of property. This existing hydrant will be moved back closer to Rite Aid, further out of the right-of-way & will be connected to an existing hydrant line.

- **Superintendent's Report**—Keith reported:

- Authority members attending Borough Council meetings:
 - January 6th Work Session & January 13th Regular Meeting—Jeff Herrman
 - February 10th Regular Meeting—Mike Poff (no Work Session in February)
- January 15th, 2020—water shut offs for delinquent bills
- February 25th, 2020—Source Water Protection Meeting @ 6:30pm will be held at Red Lion Municipal Office.
- Final Meeting Date list for 2020 has been distributed.

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

- January 6th, 2020—Safety Meeting will be held @ 7:30a.m. in the Maintenance Building.

9. **OTHER AUTHORITY BUSINESS**—

- Chairman Immel presented Certificates of Appreciation to the following people & thanked them for their service to the Red Lion Municipal Authority:
 - Mike Poff—served on the Board since 2007
 - Jeff Herrman—served on the Board since 2014
 - Dennis Klinedinst—served on the Board since 2019
 - Andy Miller—Solicitor for RLMA since 2004
 - Jason Reichard—Engineer for RLMA since 2009
 - Stacy Myers—Recording Secretary for RLMA since 2007
 - Jeff Beard—Employee since 1977 & current Assistant Superintendent of Red Lion Municipal Authority.
 - Keith Kahwajy—Employee since 1985 & current Superintendent of Red Lion Municipal Authority.
 - Skip Missimer—served on the Board since 2003
 - Eric Immel—served on the Board since 2000
 - Monday, December 23rd—Christmas luncheon for RLMA staff & Board members.
 - Mr. Klinedinst asked about personal property & items that are being stored in the Maintenance Building. Jeff Beard & Jeff Herrman said the items are mostly those from the Historical Society that, when they moved, they no longer had any place to store them. There are printing presses, cigar-making equipment, along with items from Red Lion Jaycees that shouldn't be discarded, but no one had storage to keep them elsewhere. Being that there are many priceless items, Mr. Klinedinst suggested finding a building in town where these items can be shared with the public, like a museum-type setup. He mentioned the buildings at the end of Lancaster Street which are being torn down; perhaps the Borough could obtain grant money (if available) to erect a building at that site to be used as a museum. Jeff Beard said since the Railroad Station has reopened as a museum, some items could be brought there for the public to see, but some items are way too heavy to move & would require special equipment to do so. The Board agreed that it's a good idea to look for a site where these memorabilia could be shared with the public.
 - Channel 27 weather camera has not been installed on the Municipal Office roof yet. Jeff Beard signed & returned the Host Agreement but has not heard anything since then.
10. **Approval of bills & statements**—Mr. Poff made a motion to approve the bills & statements; Mr. Herrman seconded. All were in favor; motion carried.
11. **Adjournment**—With no further business before the Board, Mr. Poff made a motion to adjourn the meeting @ 7:44p.m. Motion carried; meeting adjourned. Chairman Immel wished everyone a very Merry Christmas & a safe, happy new year!
12. **Next RLMA Meeting will be held Wednesday, January 22nd, 2020 @ 7:00p.m.**

Respectfully submitted by:

Stacy Myers, Recording Secretary