

Red Lion Municipal Authority
Meeting Minutes
Wednesday November 29th, 2023

Members Present

Dennis Klinedinst-Chairman
Gary LaTulippe- Vice Chairman
David Reichard – Treasurer
Kelly Henshaw- Secretary
Chris Minnich- Asst. Sec/Treasurer

Others Present

John Krantz-Superintendent
Chris Toms- Engineer
Cory Dillinger-Solicitor
Kyrsten Scutta- Recording Sec.

Visitors:

none

Meeting Agenda/Minutes:

- The meeting was called to order at 7:00p.m. The pledge was recited and roll was taken.
- Mr. Henshaw made a motion to approve tonight’s agenda and Mr. D. Reichard seconded. All were in favor and the motion carried.
- Mr. LaTulippe made a motion to approve both the minutes from the RLMA Budget Meeting and the regular RLMA Meeting on October 25th, 2023, and Mr. Minnich seconded. All were in favor and the motion carried.

Water Usage Report: the report was distributed to the Board.

- ✓ 3.15 inches of precipitation and all is running well.

Connections Report: there were no new connections.

Water & Sewer- New Business:

- **Resolution 2023-11 (Adopting the 2024 Budget)**
 - Mr. Klinedinst asked if we need to advertise before we can formally adopt the 2024 budget and Mr. Dillinger said that we do not.
 - Mr. Klinedinst also emphasized he wants the wording to be clear on the \$5.00/month tank fee (or \$180.00 up front). It will end after the tank is paid for (~3 years) and go directly into a separate account just for the tank. Our new utility billing software will make this easier to keep track of for the office staff.
 - Mr. Minnich made a motion to adopt the 2024 budget and Mr. LaTulippe seconded. All were in favor and the motion carried.
 - ❖ This resolution was just for the budget, not the water and sewer rates.
- **Resolution 2023-12 (Authorize Request for Statewide Local Assessment Grant)**
 - Entech provided a form for Mr. Krantz to fill out to apply for the grant. This resolution authorizes him to do that. Mr. LaTulippe made the motion and Mr. Minnich seconded. All were in favor and the motion carried.
- **Resolution 2023-13 (Request Red Lion Borough extend life of RLMA through 2073)**
 - This resolution was needed to extend the life of the Authority so it will exist for the duration of the loan (a requirement of PENNVest).
 - The Borough must authorize this action as they created the Authority in the first place and appoint its members. They should approve this action at their December meeting.
 - Mr. Henshaw made the motion and Mr. Minnich seconded. All were in favor and the motion carried.

- **Union Rejection of USIC Utility Locating & Marking Services Proposal**
 - Mr. Krantz proposed bringing in a third party to complete One-Calls (utility marking) at our last meeting. This would allow more time for meter installations and the Lead & Copper Line Identification project (both of which constitute a heavy workload).
 - The members of the union voted unanimously against it because they do not wish to have any work taken from them.
 - Mr. Dillinger wished to discuss this further in Executive Session.
- **PENNVest Pre-Closing Letter & PENNVest Loan closing schedule**
 - Everything is on track to continue moving forward and a schedule of many meetings and phone calls has been laid out.
 - The opening meeting will include Mr. Dillinger, Mr. Krantz, Mr. Damgaard, Entech and a Loan Counsel Representative.
 - One special meeting will require Mr. Klinedinst and Mr. Minnich to attend and sign documents (via Microsoft Teams).
 - Many parties are involved to get all the information nailed down for closing (Feb 2024).

Solicitor's Report: (Cory Dillinger)

- **Solar Renewable Energy, LLC**
 - Mr. Dillinger reported that Mr. Klinedinst was correct at the last meeting and the Judge agreed with the developer over the Windsor Township Zoning Board.
 - Windsor is not going to appeal, instead they plan to amend their zoning ordinance.
 - Mr. Dillinger suggested we wait until this is completed and then see where solar development is allowed according to Windsor.
 - Mr. Klinedinst asked how things would proceed moving forward (with Mr. Dillinger now representing both RLMA and Windsor Twp), and Mr. Dillinger replied that he is working on all the details with Mr. Andrew Miller.
 - Conflict waivers may need to be signed for more intimate matters.
- **Beaver Creek Monitoring Update**
 - DEP finally got back to Mr. Dillinger regarding our Water Allocation permit (and apologized for the delay). He said that it is overall positive news but would like to discuss this matter further in Executive Session due to possible litigation.
- **Edgewood Tank Easement**
 - MPL provided an updated temporary easement laydown to the property owner in question and is working with them to finalize all the details.
- **ALDI:** The updated agreement was sent to ALDI, but MPL has not heard back from them yet.

Engineer's Report: (Chris Toms)

- **Beaver Creek Raw Water Transmission Line**
 - Mr. Chris Toms reported that Mr. J. Reichard provided a schedule for this project detailing upcoming critical points. Mr. Dillinger's services may be needed as well.
- **Windsor Borough Master Meter Remote Reading**
 - Mr. Colin Cash sent an email stating that RLMA can install these meters to reduce cost, and then the company will assist in the cellular connection to the cloud.
 - Mr. Toms says all the groundwork is laid for this project to proceed in RLMA's hands.

- **Filter Plant Performance Evaluation**
 - Mr. Toms reported that they are working with Mr. Krantz for the Filter Plant Modifications that have been requested:
 - CFE Turbidity: permit to replace existing turbidimeters was submitted to DEP.
 - Change of Polymers: CS Davidson will work with chemical companies provided by RLMA.
 - Giardia Removal Form: an operator needs to complete most of this form.
 - Lower Min. Alkalinity & Lower Point of Entry Residual: CS Davidson is working with DEP to determine the number and type of samples needed.
- **Prospect Street Pump Station B Elimination**
 - Windsor Township approved our proposal for replacement of this pump station into a gravity unit. The agreement (that we received) also now allows EDUs to flow both ways.
- **Spill Prevention Response Plan**
 - Mr. Krantz questioned if it is normal for the DEP approval of this plan to still be pending and Mr. Toms replied that, unfortunately, yes it does take this long.
- **214 N. Franklin Street**
 - Mr. Klinedinst asked if this matter was settled, and Mr. Krantz replied that there is plenty of flow capacity for this project.
- ❖ Mr. Krantz also mentioned that the Leiphart Project has adequate capacity as well, and he sent a letter to Byron Trout about this matter earlier today.

Superintendent's Report: (John Krantz)

- Mr. Krantz filed all necessary reports for October 2023.
- The Chemical Bids will close on December 7th. They are all in PennBid so we cannot see any of them yet.
- Mr. Krantz attended another Cusi meeting for our new utility billing company that showed them adding backflow software. He said we do not currently have anything like this, but it might not be a bad idea to implement it. This software would send annual notices about getting inspections and updates that are required.
- After the Pre-Bid Meeting for the Edgewood Tank Project, Entech determined we do not need to meet Made-in-America, BABA, etc. as we got State and not Federal funding.
 - The deadline for bids was extended by two days after this addendum was included.
- Windsor and Dallastown-Yoe were both notified of the 5% rate increase beginning January 1, 2024. Both were amenable and said they would budget accordingly.
- Approximately 75% of the PLGIT Prime funds were moved to PLGIT Term. We left \$1.4 million in liquid cash to cover for any funds transfers we may need to complete before receiving all the PENNVest loan funding. Everything will then be properly reallocated.
- Mr. LaTulippe wished to discuss Raybern Consulting's Webinar on AMI Implementation at another time.
- The phones at the Water Treatment Plant have been switched to cellular devices from Comcast Business landlines due to repeated outages and poor customer service/response times on this

matter. A cellular signal booster was purchased and York County Emergency Management as well as DEP were notified. The emergency number has been updated online (717-870-2950).

- A letter was received from the Atty. General about contaminated water that will be discussed in the Executive Session.
- The Maintenance Department attended a Zoom Safety Webinar on hand-tool safety and how to prevent hand injuries.
- Mr. Ian Montgomery reached out about the New Year's Eve festivities and Mr. Krantz agreed to drop the Lion at midnight with Mr. Minnich.

Other Business:

- **Greenbranch Tank Questions**

- Mr. Klinedinst questioned why the new tank needs to be as big as 1,600 gallons. Mr. Krantz replied that this tank is smaller and will keep us running for less than a week in the event of an emergency. The new generator will not have a belly tank and will no longer need annual DEP inspection.
- We will need a fuel contract delivery agreement to ensure this tank is always available. Mr. Krantz is meeting with Keystone Petroleum to discuss this, as well as to compare quotes for the tank with Martin Energy's pricing.
 - He will also get all the Costars approved material to Entech.

- **Deduct Meters-Fire Service Monitoring**

- Mr. Klinedinst questioned how we are handling these meters as well as other matters for the upcoming year. Mr. Dillinger replied that we are going to be making some broad Rules & Regulations changes (as we will do every year) that can include language for these matters. He is also going to consult with Mr. Miller about how to handle individuals being grandfathered in and following the trail of back-and-forth on these decisions in the past.

- **Land for Sale near Edgewood Tank**

- Mr. Klinedinst raised a question about this land for sale, and Mr. Dillinger stated it would be wise to tie up other matters before broaching this topic.

- **Holiday Get Together**

- Mr. Krantz announced a holiday dinner for employees and Authority members who wish to attend Thursday, December 21, 2023, at 6:15pm. The dinner will be at the First Post in York, PA.

Statement and Bill Approval:

- Mr. Henshaw motioned to approve the bills and was seconded by Mr. D. Reichard. All were in favor and the motion carried.

Executive Session: The Authority moved to Executive Session to discuss various matters at 7:48 p.m.

Adjournment: The Authority reconvened from Executive Session at 8:25 p.m.

- ❖ Mr. LaTulippe made a motion to implement Cusi as our new utility billing system and Mr. Minnich seconded. All were in favor and the motion carried.
- ❖ Mr. LaTulippe made a motion to appoint Entech as the RLMA engineer for 2024 and Mr. Minnich seconded. All were in favor and the motion carried.
- Mr. Klinedinst adjourned the meeting at 8:30 p.m.

Respectfully submitted by Kyrsten Scutta