

Red Lion Municipal Authority
Meeting Minutes
Wednesday March 27th, 2024

Members Present

Dennis Klinedinst-Chairman
Gary LaTulippe- Vice Chairman
Kelly Henshaw- Secretary (zoom)
Dave Reichard – Treasurer
Chris Minnich- Asst. Sec./Treasurer

Others Present

John Krantz-Superintendent
Cory Dillinger-Solicitor
Rebecca Mason - Entech
Kyrsten Scutta- Recording Sec.

Visitors:

Brady Greer and Evan Heister (Borough Council)

Meeting Agenda/Minutes:

- The meeting was called to order at 7:00p.m. The pledge was recited and roll was taken.
- Mr. LaTulippe made a motion to approve tonight’s agenda and Mr. Minnich seconded. All were in favor and the motion carried.
- Mr. LaTulippe made a motion to approve the minutes from the RLMA Meeting on February 28th, 2024, and Mr. Minnich seconded. All were in favor and the motion carried.

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

Connections Report: there were two new connections at 325 & 335 Barclay Drive, Windsor Twp.

Water & Sewer- New Business:

- **Edgewood Tank Preconstruction Meeting and Schedule**
 - Mr. Krantz stated that the meeting went well and distributed the construction schedule to the Board. Demolition is scheduled to begin 5/7/24 (with measurements on the Fairmont Tank pending).
 - The construction is expected to begin 7/8/24 with disinfection 11/22/24 and completion (minus vegetative restoration) 12/13/24.
 - All dates are fluid, but the completion date is firm.
 - New fencing will be completed by RLMA.
 - Mr. Dillinger and Mr. Krantz are communicating with Mr. Hoffnagle on the timeline.
- **Entech Work Order – Elimination of Pump Station B**
 - DEP rejected the proposal (submitted by CS Davidson) to transfer this pump station to a gravity line. Ms. Mason stated that for any pump station to be turned into a gravity line, an “Act 537” must always be completed first, which was not done.
 - After the public comment period and plan update is sent to DEP, it’ll take about 9 months to make this project happen (with DEP taking up to 120 days for approval).
- **Aldi Water Main**
 - The Extension Agreement is recorded, and our next step is the Dedication Agreement. This can be done after the engineering punch list is completed and we do a site visit.
- **Village Walk Development**
 - Ms. Mason is waiting to hear back from the developer’s engineer about the possibility of a gravity line to save us money if this station is dedicated to RLMA. The HOA is the main reason this station needs to be dedicated to RLMA.

- The Board has agreed that they do not want this pump station, so they will need to submit a statement detailing why to York Township (the planning module needs updated).
- Ms. Mason noted that while this would add to our EDUs, it would also bring us more customers to cover the cost.
- According to DEP, someone other than a private development company must be responsible for the pump station, and if the property management company were to abandon it, then RLMA would be responsible (but we can charge for these services).
- This is still in the negotiation phase and will be discussed more in the coming weeks.
- **Kensington Development**
 - RLMA employees were out to inspect that the punch list was completed, and we are satisfied with the results. Mr. Krantz forwarded all the information to Mr. Dillinger, and we are now moving to the Dedication Agreement stage. Mr. Dillinger is going to double check that the Extension Agreement does not need amended.
- Solicitor's Report: (Cory Dillinger)**
- **Water Allocation Permit – DEP**
 - We are still waiting for more information from DEP regarding the new stipulations that are outlined for this permit. Mr. Dillinger stated that another sit-down will be scheduled at some point to figure out the details.
 - Amending the permit may result in some violations (and leave us out of compliance ~2 days of the year), but it does not appear that DEP is currently looking to impose penalties.
 - Mr. Dillinger noted that if we continue working with DEP in good faith, they will work with us to get everything in order. We are sitting tight until then.
 - *This is for the annual permit; we are reviewing the 50-year permit as well*
- **PENNVest Loan**
 - Now that our accounts are open, we have some documents to submit to the PENNVest portal, and then we can submit invoices from the tank for reimbursement.
- **Solar Renewable Energy**
 - Mr. Dillinger will let the Board know when the Windsor Township workshop for SRE is, and Mr. Klindedinst and Mr. LaTulippe will attend to throw our hat in the ring.
- **Rules & Regulations Updates**
 - Mr. Dillinger submitted a proposed amendment stating that we will not honor the deduct meters (mostly because we do not have the ability to do so with our billing software).
 - Entech now has all the information from CS Davidson to work on an amendment allowing ProPress meters in our construction specs.
 - Changes to the hydrants are on hold pending conversation with the Borough Council.
 - Mr. Heister inquired about the issue with the hydrants (which are owned by the Borough currently). Mr. Krantz replied that with the Borough sometimes hiring outside contractors to work on the hydrants, communication with RLMA was strained and lacking. This has been an ongoing issue that the Board is working to correct.
 - The Sewer Rules and Regulations have not been revised since 2011. Mr. Dillinger stated that this should be a high priority and he will put together a resolution for this update.

Engineer's Report: (Entech Engineering).

- **Transition Meeting with CS Davidson**
 - This transition is mostly complete, after Mr. Krantz was able to provide a lot of the missing CS Davidson documents to Entech. There are always going to be a few small things that will have to trickle in over time, but we are in a good place.
- **Tank Measurements**
 - Mr. Krantz and Entech are going to meet and purposely overflow the tank on 4/5/24. They are trying to ensure that the two tanks are at the same elevation before proceeding with anything. Mr. Krantz is going to notify the Borough and anyone around the intentional overflow to get these measurements.

Superintendent's Report: (John Krantz)

- Mr. Krantz filed all necessary reports for February 2024.
- The switch to Paylocity (from ADP) went smoothly. There was one account that had a typographical error, and it was fixed with the employee being paid that same day.
- Mr. Krantz was asked to look for grant money to complete the "Act 537" for Pump Station B but decided that it is ultimately not worth it. After the effort put forth and applications are submitted, it would be cheaper to just pay for it.
- We submitted our Source Water Protection Plan to DEP and received very positive feedback. They also really liked the fact that we did the tabletop drill with the local emergency services, and DEP is willing to have input if desired.
- Our elevator was out of inspection, but we were able to get someone in to rectify this very quickly.
- Tier II was submitted to the PA Department of Labor & Industry.
- Entech is working on the lead service line project. They are using a camera when possible, and reaching out to manufacturers to determine if they are even capable of being hooked into a lead service line to save some time (DEP to approve this process). Data is also still being collected via meter installations and we are hoping to mostly avoid digging up streets.
- A customer on W. Broadway reached out about concern for lead in her water after her daughter's bloodwork showed elevated levels. We are unsure if this is the same customer who contacted Mr. Keith Smith that he could not identify.
 - We sent a sample bottle to her house for testing and the results came back below the measurable level at <0.001 mg/l. The customer was appreciative of our help.
- The (3) Metron Farrier meters were installed at the Windsor Borough connections and are working wonderfully. They instantly provided data even without the installation of the antennas. Windsor is very happy and will be paying half the cost of this project. The WTP is also pleased.
 - This will also help us identify leaks more quickly and even narrow down the area in which a leak is occurring. The customer can also be notified of excess usage via the new CUSI portal (thus saving us and the customers money).
 - Mr. Minnich questioned the 1500 meters installed without AMI capability and Mr. Krantz said we are still researching solutions to this problem.
- Ms. Mason is going to investigate the provisions to put aerials on the tank.
- A resident on Deer Path Lane reported a leak at the pipe exiting his home after we installed a new meter. Mr. Keith Smith was in contact with him before Mr. Krantz and the Board wished to discuss this further in Executive Session.

- Waterline Flushing (4-15-24 to 5-1-24) will be announced on our next water bill and the Borough has been informed as well.
- The #2 Pump at Beaver Creek was clogged (by sticks) and resulted in damage to the impeller. We are getting a quote from AC Shulte to repair or replace it.
 - We contacted the PA Game Commission to help us trap and relocate the unruly beavers contributing to this damage.
- Ms. Ashanki Regis resigned her position in our office. She was offered a job working for the federal government (with better compensation) but wanted to express her gratitude for the opportunity to work with RLMA.
 - We will be asking Express Employment to send over a temp to take her place for now.
- ESI is going to be installing our new fire alarm system as they provided a better quote than Johnson Controls.
- Windsor Township notified us that they will be relining their sewer mains at Chapel Church Rd.
- Mr. Krantz purchased (2) 4" meters from Core & Main at \$6,550. This is for the Franklin Street Project and for the schools to be completed over summer break (we had 1 in stock).
- A representative was on site today to sample the wastewater at Country Club Hills and Country Club Road.
- The Chapter 94 Report was signed and submitted to Springettsbury Township and DEP.
- A customer on Stabley Drive reported that his pressure reducing valve began leaking immediately after we installed a new meter in his home. Dickason's Plumbing was contacted to replace the valve.
- We are waiting for a quote from Brown Plus for outsourced accounting services. They are highly recommended by our lead auditor at Hamilton Musser.
- Mr. Klinedinst asked Mr. Krantz to notify the Board of all the accounts RLMA has for transparency.
 - Mr. Krantz stated that we have 8 accounts total with M&T and PLGIT, of which he provides the statements at every meeting. All Board members are also signers on the accounts.
- Mr. Krantz and Mr. LaTulippe are setting up a meeting to discuss the SWP meetings. Some Borough Council members will be added to the email notification list.
 - We loaned a learning model to a local schoolteacher who was very impressed with it. We asked for her input on choosing an updated model to replace it as it's very old and dirty.
 -

Other Business:

- **The Kingdom Hall of Jehovah's Witnesses**
 - Mr. Klinedinst inquired about the church tapping into our service line. This is not a main extension. The Borough gave the easements necessary, but a formal plan will need to be submitted to RLMA and reviewed by Entech before we can grant permission to connect (which will occur at an upcoming meeting).
- **Newsletter**
 - Mr. LaTulippe suggested we put our current projects in the next newsletter to keep the public informed.

*Mr. Heister was provided a copy of the Edgewood Tank Construction Schedule

Statement and Bill Approval:

- Mr. Minnich motioned to approve the bills and was seconded by Mr. LaTulippe. All were in favor and the motion carried.

Executive Session:

- The Authority moved into Executive Session to discuss various personnel, litigation, and other noted matters at 8:07 p.m.

Adjournment:

- The Authority returned from Executive Session at 8:37 p.m. and Mr. Klinedinst adjourned the meeting.

Respectfully submitted by Kyrsten Scutta