

Red Lion Municipal Authority
Meeting Minutes
Wednesday April 26th, 2023

Members Present

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

Others Present

John Krantz-Superintendent
Cory Dillinger- Solicitor
Jason Reichard- Engineer
Kyrsten Scutta- Recorder

Visitors Present

Dianne Price

Douglas Berry

Steven Crimmel

The Authority elected to forgo zoom attendance for the time being due to poor audio quality

Meeting Agenda/Minutes:

The meeting was called to order at 6:57 p.m. and the pledge was recited. Mr. LaTulippe made a motion to approve tonight’s agenda and Mr. Minnich seconded. All were in favor and the motion carried. Mr. Minnich made a motion to approve the March 22, 2023, meeting minutes and Mr. D. Reichard seconded. All were in favor and the motion carried.

Water Usage Report: A digital copy of the Treatment Plant Daily Operations was given to the board.

Connections Report: there were no new connections.

Visitors: Solar Renewable Energy, LLC

- Mr. Douglas Berry (CEO) and Mr. Steven Crimmel (Sales Director) attended to give a presentation on solar panels for the RLMA. They work primarily with authorities, municipalities, and other non-profit organizations.
- There would be no upfront cost, only a monthly power service payment that could be offset by electricity production. A maintenance service plan is also included.
- They also offer a Solar Renewable Energy Credit (SREC) plan that the Authority can benefit from as we cannot benefit from tax credits.
- After 5 years, the solar array becomes available for purchase. Warranties still apply and a maintenance plan can be purchased.
- The Authority asked a few general questions that were answered and agreed to discuss it further.

Water & Sewer- New Business:

Resolution 2023-5:

- A Resolution of Appreciation recognizing the years of service of Carroll “Skip” Missimer to the Red Lion Municipal Authority.
 - Mr. Dillinger prepared a resolution for the board to thank Mr. Missimer for his years of service to the RLMA and Mr. Krantz presented him with a plaque commemorating his time. The Authority is very appreciative of the knowledge he has shared over the years. Mr. Missimer expressed his gratitude and said it had been his pleasure.

Resolution 2023-6: Updating the Authority’s Defined Benefit Pension Plan

This resolution adopts the PSAB Municipal Retirement Trust and accompanying joinder agreement which documents together shall constitute the retirement plan known as the RLMA Defined Benefit Plan.

Resolution 2023-7: Updating the Authority’s Defined Contribution Pension Plan

This resolution adopts the PSAB Municipal Retirement Trust and accompanying joinder agreement which documents together shall constitute the retirement plan known as the RLMA Defined Contribution Plan.

- These resolutions require all employees to contribute 3% toward their retirement funds to receive the Authority's 6% contribution match. It is designed for all employees to now contribute equally, as the union members have already been contributing.
 - Both resolutions have come forth after a lot of questions from employees about contributions this year. Our HR representatives assure us everything is in order.
 - A letter has been drafted by our HR representatives to notify employees of this change (effective 6-1-23) and we will schedule an onsite visit with them to answer any questions that may arise. All future employee inquiries about contributions and deductions can be put in writing to be submitted to Alternative HR by Mr. Krantz.

Mr. LaTulippe motioned to adopt Resolutions 2023-5, 2023-6, and 2023-7 as presented and Mr. Minnich seconded. All were in favor and the motion carried.

Red Lion Borough Invoices:

- Mr. Klinedinst brings various invoices from the Borough into discussion, such as the Library and Splash Pad water bills, and questions why we are paying half of them. He wants to know the Board's thoughts on discontinuing these payments.
- Mr. Minnich states he believes the Splash Pad is beneficial to the community and he'd like to continue contributing toward it.
- Ms. Price states that the bills used to be split in half by previous management. After changeovers and retirements, Ms. Price started splitting the bills (about \$1,500) based on previous agreements. The Authority can find no written record of previous agreements.
- Mr. LaTulippe suggests that sending money back and forth (with the Authority paying water bills and the Borough paying hydrant fees) is duplicating efforts and questions what can be done to solve this ongoing problem?
- Ms. Price requests more communication going forward regarding matters like these and asks that the Authority have a solid decision before a new Borough Manager takes over.
- After much discussion, Mr. Minnich motions that we agree to give the Borough \$1,000 per year toward all water bills (or however they wish to use it), and Mr. LaTulippe seconds. Mr. Dillinger would like to research perhaps creating a resolution on the matter as it is a recurring payment but is fine with passing the motion now. All were in favor and the motion carried.

Fire Hydrants:

- Ms. Price states that she has no issue with maintaining the hydrants, however she states that she needs the report from the Authority to complete this task. Mr. Krantz says she should have been receiving this report, but he will make sure that all future reports are sent.
- Ms. Price also states that she would take issue with charging residents for water used to fight fires, as the Borough pays to keep water in the hydrants for this purpose.
- There is some discussion on where the Borough's responsibility versus the resident's responsibility lies along the water lines that will be further looked at in the future, including who is responsible for the valve.
- Mr. LaTulippe requests the board come together to talk about the hydrant issue and how to present it to the incoming Borough Manager. He wishes to have a fresh start on this subject to avoid confusion.

Solicitor's Report: (Cory Dillinger)

- Mr. Dillinger reported that he expects the updated intermunicipal agreement with Windsor Township to be finalized next month. He is actively working with their solicitor on this matter.
- We're still waiting for updates on Beaver Creek and being able to monitor measurable data.
- Mr. Dillinger provided a PMAA publication that discusses proposed legislation which would repeal or reform Act 12 of 2016 on "Fair Market Value." Acquisitions of water and wastewater municipal authorities and municipal run systems may increase because of this. He has offered to delve deeper into this topic.

Engineer's Report: (Jason Reichard)

- S. Camp Street Project:
 - CS Davidson was out to inspect some areas that were planted with vegetative covering and noted their concerns to Barrasso who will continue the restoration.
- Beaver Creek Dam Conservation Weir Flow Monitoring:
 - CS Davidson developed a flow curve and provided this data to Ethan Farr to calibrate the metering equipment properly. Mr. Krantz says Mr. Farr has not yet completed this task.
 - After the calibration, real data can be provided to DEP by Mr. Krantz and Mr. Dillinger, but until then all we can prove is that it is greater than 800 gallons.
- Spill Prevention Response Plan:
 - Mr. J. Reichard informed us that the plan is almost complete. Liberty Environmental was brought in by CS Davidson to assist with the plan's development as they have more experience with such things.
 - Mr. Krantz said originally DEP was withholding our NPDES permit until this response plan was submitted, but the permit has since been issued.
- Windsor Borough Master Meter Remote Reading:
 - A field survey was conducted to inspect and document the existing equipment and meter pits at the Windsor Borough connections. Mr. J. Reichard will send over a scope of work and cost estimate to replace the existing meters with units that can be read remotely and transmit signals directly to the treatment plant.
 - Keystone Engineering Group has been brought in to provide a proposal as they are actively working with Dallastown's master meter upgrades.
 - Mr. Krantz and Mr. Klinedinst plan to attend a Windsor Borough meeting with the intermunicipal agreement to discuss possible cost sharing on this project.
- Cabin Creek Spillway Design Flood Analysis:
 - The H&H (hydrologic and hydraulic) report was finalized and submitted to DEP.
- Country Club Road Pump Station Capacity Analysis:
 - It was discovered that the existing equipment had already been updated to allow for better data recording of daily flow. Based on data from the last 6 months (which is the max that is stored), the capacity is 122 EDUs which is higher than originally calculated (53 EDUs) but still short of the 153 EDUs needed.
 - Mr. J. Reichard would like to continue monitoring data, as 6 months may not be enough time to show the peak operating and some heavy storms may have been missed.
 - He also suggests we wait for the contractor to reach out again while we collect more data. We may be able to accommodate the EDUs if we can reduce our peaking factor (from a 4 to a 3.2), but we need the data to back it up.

- Mr. Krantz currently receives this data manually for the Chapter 94 reports but is working to get CS Davidson access to the GuardDog site to monitor the data as well.
- Village Walk:
 - We received the most recent plan submission and found all outstanding comments had been addressed. The project is holding until the planning module is approved.
- ALDI Inc. Land Development Plan:
 - This plan was conditionally approved at the RLMA meeting in April of 2022, and the developer's engineer is actively addressing our plan review comments. An issue arose with the water main along Lombard Road needing to be lowered, and RLMA staff are working with the contractor to get this accomplished.
 - This work will be completed at night and thus will not disrupt the water service to our residents. The developer is paying for the project and will reimburse the Authority for services rendered as well.

Superintendent's Report: (John Krantz)

- Mr. Krantz filed all necessary reports for March 2023.
- Our distribution staff received flagger training that was very informative and important to the safety of our employees. They also received 4 credits from DEP toward licensing.
- Two more temps were hired from Express Employment to assist with flushing of hydrants. Mr. LaTulippe said he visited some staff on site, and everyone appeared happy with the setup. The goal is to keep better records with more hands available and overall, it has been successful.
- Mr. Krantz attended a Lead and Copper seminar at DEP in Harrisburg and was informed the new rule requires we provide a complete service line inventory by October of 2024. This will involve collecting all records available to verify the RLMA and customer sides of each line. We expect this to be a very intensive project that may involve cutting potholes to verify lines.
 - Mr. Krantz has already spoken with PA Rural water about this matter and plans to obtain records of when houses were built to aid this project.
 - Mr. J. Reichard notes that we have made it protocol to encourage homeowners to update lines during any projects and we can use those records as well.
- Mr. Krantz also attended a PFAS seminar to obtain information about new sampling required for the EPA and DEP. He's researching labs, as only certain ones can do this testing, and we will await future communication on the actual limits to be imposed.
- The Borough requested all available information on the Zarfoss building at 21 W. Broadway and Mr. Krantz was able to provide the necessary details.
- Kamstrup aided with the computer program (Ready Meter Reading) that monitors our meters as we wish to clean up our inventory and return old equipment. This program will also provide some aid in the Lead and Copper line inventory.
- DCED submitted a question regarding the estimates of our Greenbranch Generator Project and Entech was able to answer them promptly. This is also confirmation that they are looking into our projects.
- Mr. Krantz and Mr. Keith Smith visited the properties of 3 residents whom we are seeking 20-foot easements from to install a new force main from the Country Club Hills Pumping Station.
 - The first resident seemed open to the idea but said he would let us know.
 - The second resident was quite upset and said she would not allow the easement. She has complaints of storm water runoff being directed onto her property from a nearby

development. She has been to the Red Lion Borough and York Township to address this issue and has received no satisfaction toward resolving it.

- The third property owner was not available to meet, but requested we send him a monetary offer and he will let us know if it suffices.
- Mr. LaTulippe questioned the cost of cleaning up the second resident's property. Ms. Price states that the pond washing down onto the second resident's property is privately owned and though the Borough has investigated the matter, there is nothing that can be done to prevent this problem from recurring. Mr. Minnich believes she has felt ignored too long and this gesture won't be enough.
- Mr. J. Reichard reports that without the easements, the project is going to cost well over \$200,000. He also stated the max reimbursements given in the past for such projects was around \$1.00-\$1.50 per foot, and the third resident alone is asking for much more than that. Regardless a decision will need to be made soon.
- Dallastown's water meter on Route 74 stopped working on 4-17-23. They have since rectified the situation. Mr. J. Reichard is receiving data from this meter but wants to keep monitoring it for accuracy.
- Our audit is still going well and should be complete June 2023.
- EmGov Power billed us \$1,500 to obtain the information Raybern requires to do a Utility Billing Software Research study. Raybern now has everything they need, and it is a work in progress.
- We have slowly begun draining the Edgewood tank. DEP was sent a check for \$5,000 for the construction permit submitted by Entech and we are waiting for its review.
- Only three (1 inch) meters were left in stock, and more were required to continue our meter replacement project. Mr. Krantz ordered 82 (1 inch) meters from Core & Main that will be enough to complete our project.
- Only 90 (3/4 inch) meters are left in stock, and they will go quickly so he would like to order 500 more of these as well. Mr. LaTulippe motions to purchase all necessary meters and Mr. Minnich seconds. All are in favor and the motion carries.

Other Business:

Library Road:

- Mr. Klinedinst questions the state of the road now that construction is complete, as there are still large pins in the asphalt. He is concerned about future digging or drilling of the area where our blades would be ruined by these pins. He wants them removed, and the holes properly filled where the mats were. It is unclear if the contract has been closed out or not.
- Mr. J. Reichard sees no issue with the pins in the long term as they are covered with a rubber sealer, and it would cause way more damage to cut them out and repair the holes. He says in the future we will need to work around the pins though.
- It is suggested that we write a letter to the library asking for further repairs. Mr. Krantz says he has been in contact with the librarian and suggests we draft a letter to someone at the county level who would oversee this matter. He plans to do this to get us on the record requesting further repairs.

Jordan Ilyes:

- Mr. J. Reichard is going to send a letter to Mr. Ilyes stating there is capacity for his project.

Statement and Bill Approval:

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

Adjournment: Mr. Minnich made a motion to adjourn the meeting and Mr. D. Reichard seconded. The meeting was adjourned at 8:52 p.m. The Authority then went to Executive Session to discuss personnel issues.

Executive Session: Nothing was voted on during the Executive Session and it adjourned at 9:15 p.m.

Respectfully Submitted by Kyrsten Scutta