

**Red Lion Municipal Authority**  
**Meeting Minutes**  
**Wednesday April 23rd, 2025**

**Members Present**

Dennis Klinedinst - Chairman  
Gary LaTulippe- Vice Chairman  
Chris Minnich- Asst. Sec./Treasurer  
Kelly Henshaw - Secretary  
Nevin (Butch) Horne - Treasurer

**Others Present**

John Krantz- Superintendent  
Cory Dillinger- Solicitor  
Rebecca Mason – Entech (zoom)

**Meeting Agenda/Minutes:**

- The meeting was called to order at 7:00 p.m. The pledge was recited and roll call was taken.
- Mr. Minnich made a motion to approve tonight's agenda and Mr. Horne seconded. All were in favor and the motion carried.
- Mr. Minnich made a motion to approve the minutes from the RLMA Meeting on April 3rd, 2025, and Mr. LaTulippe seconded. All were in favor and the motion carried.
  - ❖ The Recording Secretary (Ms. Scutta) submitted a slight revision to the minutes emailed earlier. The printed copies on the table are the correct version.

**Water Usage Report:** the report was distributed to the Board. Everything ran well.

-There has been some more rainfall recently, which has had a positive impact on pumping.

**Connections Report:** There were no new connections.

**Overtime Report:** The report was distributed to the Board.

**Visitors:** (none)

**Water & Sewer- New Business:**

- **York Water Company - counter proposal**
  - They submitted a PUC application and are still reviewing the counter-proposal that we sent to them via Mr. Dillinger.
- **Entech Response to PA DEP (Filter Plant Performance Evaluation)**
  - Ms. Mason, Mr. Mazur, and Ms. Wagner met with the operator at the WTP and went through the evaluation item by item. They created a plan to address all concerns and are ready to submit the written response (required by DEP) by the end of the month.
- **Resolution 2025-01**
  - This resolution (to set the purchasing limit below the bid threshold) was approved at the previous meeting. The only thing needed this meeting was a signature from Mr. Henshaw.
- **Aldi**
  - Mr. Dillinger stated that Aldi finally sent the maintenance bond (the last item we have been waiting for) and that he will be keeping it stored safely in a folder.
  - Now that we have the bond, Mr. Dillinger has the Deed of Dedication and Acceptance Agreement ready to be finalized. Everything has been previously approved by the Board, he just needs updated signatures now that Aldi signed off on their end.

- The deed will also need to be notarized and recorded, so Mr. Klinedinst will need to sign in front of our notary (Ms. Frank), and then RLMA and Mr. Dillinger will both retain copies.

- **Greenbranch Generator Project**

- This project is almost ready to move forward. The remaining balance (for the Cummins Generator we had ordered) has been paid to Martin Energy. A pre-construction meeting will be scheduled with all contractors so we can proceed with installation.
- Mr. Krantz believes we should be primarily concerned with finishing the Edgewood Tank Project before beginning another huge undertaking with this project.
- Mr. Klinedinst does want this project to stay in motion, and Mr. Krantz assured him that it will not be forgotten. He is working closely with Entech and Martin Energy to complete this (and all) projects accordingly.

- **Edgewood Tank**

- Entech asked RLMA to do some testing to troubleshoot the issue with water flow from the new tank.
- Mr. Krantz was instructed to connect the hydrant at the base of the new tank to the hydrant on Woodridge Drive. It was determined that water will flow in this direction, meaning the issue may be an obstruction in the old main from the tank, etc., and certainly not a pressure issue.
- It is unclear if the issue for sure involves one of the valves, a potential obstruction, or perhaps just an all-around old water main that should have been replaced with the tank replacement.
- We could have Kinsley complete the necessary work as a change order, or hire Brubacher as an excavator as they are CoStars certified.
  - Mr. Krantz stated that we could potentially get a better price from Brubacher, as they could complete this work simultaneously with another project (at Vulcan Rd) RLMA has recently hired them to complete.
  - Mr. Dillinger would like to further investigate the nuances of projects that were (or need to be) bid versus CoStars certified companies, but believes Mr. Krantz is correct to think Brubacher being CoStars allows us to hire them for the work in question.
- Mr. Krantz asserted that the best course of action would be to get pricing and a timeline from both Kinsley and Brubacher and make the decision from there (with Mr. Dillinger's research taken into consideration) and Ms. Mason agreed.
- Mr. Horne asked if any mapping of the lines exists to better pinpoint the problematic area and Mr. Krantz assured him all available data has been reviewed, but did not produce a definitive solution - which is why he wishes to move forward from here as the Board and Entech see fit.

- **The Paddock**

- The development has expressed a desire to dedicate their distribution lines to RLMA. We have been working with Entech Engineering to determine an appropriate amount required for a maintenance bond.



- Mr. Dillinger reminded the Board that there is a disagreement between the developer and the HOA on who is responsible for the maintenance of the line (it has been agreed by both parties that it is not currently RLMA's responsibility).
  - Both entities want the dedication. Determining who should/could/would post the money for the maintenance bond is the issue as of now. Mr. Dillinger wishes to investigate the matter more to see who is actually allowed to do so.
- Mr. Klinedinst stated that RLMA will not move forward with any effort on this matter without a \$5,000 retainer (to be doing the work of determining a monetary amount for the bond at the least). It is not the responsibility of the Authority to pay for the necessary resources to sort this matter and one of the parties needs to step up for the solution.

### **Solicitor's Report: (Cory Dillinger)**

#### ● **Kensington Phase 3**

- The agreement has been signed by Hedgeford LLC to reserve 118 EDUs at the price of \$184.71 per EDU.
- Mr. Dillinger retained Hedgeford's signatures and now requires the Board to sign as well.
  - After tonight, Mr. Dillinger will also ensure that all witnesses are memorialized.
- Mr. Klinedinst inquired about the source of the pricing per EDU, which is based on RLMA's current rates. The Board determined, after some discussion, that these rates should be reviewed for update before budget time.
- Mr. Krantz noted that Entech would be able to determine the appropriate pricing per EDU based on the current value of RLMA's system.
  - Mr. Klinedinst stated that the Board should investigate the pricing themselves first, before tasking Entech with the job.
- Mr. Dillinger needs a motion to execute the Water Capacity Reservation Agreement between RLMA and Hedgeford LLC at the current rate agreed upon.
  - Mr. LaTulippe made the motion and Mr. Minnich seconded. All were in favor and the motion carried.

#### ● **Denali Water**

- The contract language is being negotiated between entities to be fair to both parties.

#### ● **Right-to-Know Requests**

- Mr. Krantz and Mr. Dillinger are working through some of these requests together to gain the necessary information to be distributed. These matters will be further discussed in Executive Session.

#### ● **Water Allocation Permit - question**

- Mr. Krantz had a question for Mr. Dillinger regarding the submission of the annual report to DEP (due by the end of the month). There were violations noted on the water withdraw of some of our sources (Cabin Creek primarily) that have been the subject of previous discussion and review. We have been awaiting response from DEP, and while we are hopeful for positive results, Mr. Krantz wanted some insight on how to proceed.
  - This is a special case where we are in limbo - waiting for confirmation.
- Mr. Dillinger confirmed that this is exactly what Mr. Pat Zaepfel specializes in and that while he will need to charge for his services, this particular instance may require his

review for the most desirable results (and RLMA could set a cap on how long he should spend time on this review from a cost perspective).

#### **Engineer's Report: (Rebecca Mason).**

- **Pump Station B Elimination**

- Ms. Mason stated that Mr. Krantz is reviewing the special study documents to provide comments on, while also distributing the letters of support to York and Windsor Townships.
- Once Entech has received all of this information back, including any relevant intermunicipal agreements, everything can be submitted to DEP.

- **Schedule Requested by Mr. Klinedinst - from Entech**

- Mr. Krantz provided the schedule to the Board in their packets, and Ms Mason reviewed some highlights:
  - Late May: Final Tank Coating Application
  - Early June: Light Pole Installation
  - Mid/Late June: Site Work Restoration
  - Early July: Driveway Restoration
  - Mid July: Fencing Installation
- **The main variable with START DATE is the valve and pipe work issue.**
  - Ms. Mason emphasized that once a solution to the overall problem is determined and remedied, all further work can begin. She also confirmed with Mr. Krantz that getting quotes for the work in question as fast as possible is key to the project moving forward - and thus its completion.
- Mr. Dillinger wanted to state for the record that inspection with Windsor Township has yet to be completed, and Ms. Mason assured him that is on Entech's schedule as well.

\*While there have been many bumps in the project road so-to-speak, everyone agrees that the best decision is to just replace, and make sure everything is working for the foreseeable future\*

#### **Superintendent's Report (John Krantz)**

- Mr. Krantz submitted all necessary reports for March 2025.
- Ms. Kim Young (115 High Street) agreed to sign, connecting her property to our sewer lines with an guarantee of connecting to our water lines within two years.
  - Mr. Dillinger needs the notarized copy to be recorded, which protects us in the case that she sells the property within the next two years.
- RLMA has hired some new employees that will be discussed further in Executive Session.
- A customer from 405 Manor Road called in to complain that we had not restored the lawn on their property after a project. Mr. Krantz stated that it is common to wait until the danger of frost has passed, but the gentleman wanted immediate action.
  - Mr. Krantz was able to send a crew out the same day to level the area and the customer was happy with the results.



- There have been some problems with our poly feed units and Herr's Brothers will be on-site later in the week to help our employees figure out a solution, and suggest what parts need to be stocked to maintain the feeder in the future.
- Mr. Krantz contacted Heisey Mechanical to get a quote for a stainless steel trash rake as ours is not functioning. They do metal fabrication and can create a design to prevent so much damaging from occurring in the future.
  - We can then compare this quote to the quote the manufacturer provides.
- Mr. Krantz enrolled in an ABC operator training program to get certified for underground storage tank management. This includes an additional endorsement allowing him to train other employees to do service and inspections as well.
  - This is an online course that he is working hard to complete within the time frame, including evenings and weekends.
- TK Elevator was contacted to provide a quote with sample agreement as our current provider (Schindler Elevator) is difficult to get in touch with and has not been able to produce a service contract for several months now.
  - Mr. Minnich suggested we could get pricing from Otis Elevator as well.
- We are still waiting on a rotating assembly for our raw water pumps at the WTP. It was ordered three months ago, but is finally expected in a few days.
- Two temporary employees were hired to assist with our annual waterline flushing (happening over the next few weeks).
- Mr. Don Holtzapple was informed that he will need to post a \$3,500 escrow once he receives his easement for Entech to review the necessary designs and information for him to connect to our main. After this is taken care of he will have water service through us, solving his heavy salinity issue.
- Mr. Krantz reached out to Ms. Sarah Werner (a teacher with Red Lion School District) about our Source Water Protection Committee with the hopes of getting the community involved in its revival.
- Mr. Jordan Ilyes reached out to inquire about sewer capacity at 21 W. Broadway (the old Zarfoss building) as he wants to construct 12 apartments.
  - Mr. Krantz is confident that there is plenty of water and sewer capacity (but Entech should review to be sure) and asked the Board if he should give Mr. Ilyes the go ahead.
  - Mr. Henshaw asked if that would be 12 separate meters and Mr. Krantz stated that it is all one bill that goes to Mr. Ilyes which he then divides to bill the individual units. Per our Rules & Regulations, he cannot charge more than we would.
  - Mr. Klinedinst stated that he wants Mr. Ilyes to post the \$5,000 retainer before having Entech do the work to send official capacity documentation and the Board agreed.
- 2520 Freysville Road posted escrow and had their water service design reviewed. They will be a new customer next month.
- We will be sending Rexroth the remainder of escrow posted after inspection. They will receive the check along with an itemized bill of what was deducted, including 4 hours of overtime because the hydrant was not ready to be turned back on by 3:30pm as previously agreed upon.

- Mr. Krantz received a request to be on-site at Prospect and Church Lane with a crew of employees to assist with directing traffic and pulling manholes for a townhouse that Rexroth wants to put at this location.
  - Due to waterline flushing and a shortage of employees, Mr. Krantz replied that he could not provide the necessary assistance for another few weeks.
  - Mr. Klinedinst and Mr. Krantz further discussed the matter and agreed that escrow will need to be posted first in order for our employees to be completing this work.
- The gate at the Cabin Creek Dam has a hydraulic cylinder leaking, resulting in it dropping slightly. The oil was refilled to bide time while we brought in hydraulics companies to come in and assess the situation and provide us with quotes for repair.
  - It's probably a bad seal that will need replaced immediately as it is a safety concern.
  - Mr. Krantz will speak with Mr. Klinedinst and Mr. LaTulippe if the cost is above the threshold, but we will not be able to wait on the decision to proceed for long.
- GES has been working to upgrade our SCADA, got the WIN911 emergency software running, and is assessing the timing of the cellular data from the tanks to eliminate unnecessary alarms.
- Mr. Krantz spoke with Stewart Signs to get our first quote and a sample picture to work with.
  - It was ~\$20,000 for a double-sided 4'x6' digital sign.
  - Mr. Klinedinst assured Mr. Dillinger that he is looking into the zoning relief needed.
- The check valve for Beaver Creek got clogged by a piece of bark, bring to attention that we only have one check valve for the two pumps here.
  - Mr. Krantz noted that it would be a wise decision to add a spare check valve as it is customary to have one for each pump in case something like this happens.
  - Mr. Horne and Mr. Klinedinst went on to discuss the benefits of rebuilding the old valves versus purchasing all new and Mr. Krantz assured them he will get quotes both ways and assess the pros and cons as it is such a critical piece of equipment.
  - Ideally, we would replace the one in use with something new, and have the old one rebuilt as back up in case of emergency.
- Heim Electric provided a quote to do the rewiring at the WTP and came in around \$88,000.

### **Further Questions:**

- **Mr. Klinedinst asked what is holding up leasing the second floor of the building**
  - Mr. Krantz replied that he is holding back on this matter while he continues to gather necessary information regarding the breakdown of taxes, electricity, insurance, etc. before he can give an appropriate amount to charge in rent. It is a time consuming endeavor.
  - Mr. Krantz also wants to discuss the tax implications further with Mr. Dillinger because of some information he provided with a previous Supreme Court decision.
  - Leasing to a nonprofit versus for profit entity is the issue at hand.

### **Statement and Bill Approval:**

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

### **Executive Session:**

- The Board went into executive session at 7:59 pm to discuss employee and legal matters.

**Adjournment:**

- The Board returned from Executive Session at 8:30 pm.
- Mr. Klinedinst motioned to adjourn the meeting at 8:33 pm.

*Respectfully submitted by Kyrsten Scutta*