

Red Lion Municipal Authority
Meeting Minutes
Wednesday June 28th, 2023

Members Present

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

Others Present

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

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 6:58 p.m. and the pledge was recited. Mr. Henshaw 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 May 24, 2023, meeting minutes and Mr. D. Reichard seconded. All were in favor and the motion carried.

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

Connections Report: there were no new connections.

Visitors: None.

Water & Sewer- New Business:

● **'96 Ford Explorer**

- The vehicle was being used by the front office to travel around to the post office and such, but it no longer passes inspection. It was then taken to the filter plant to be used between buildings but has since stopped working completely.
- Mr. Henshaw motioned we scrap the '96 Ford Explorer at Red Lion Salvage for \$425.00 and Mr. LaTulippe seconded it. All were in favor and the motion carried.
- Mr. Klinedinst has a lead to get a new pickup truck (2-door with 4WD) for \$33,000 and he and Mr. Krantz are going to follow up with this. This would be a primary use vehicle for Distribution and our oldest vehicle will be sent to the filter plant.

Solicitor's Report: (Cory Dillinger)

● **Connection Agreement**

- Mr. Dillinger noted that if we are going to allow a customer to connect to only sewer (and hold off on water for monetary reasons) we should add that language to the permit application rather than create an individual agreement each time. He would also like it to be memorialized against the property in case of ownership changes within the grace period for raising funds.
- The Authority agreed that this is the best approach but would like to add some language about monetary penalties if the customer fails to connect within the given time. It will also include language about revoking the permit or plugging the sewer for failure to comply.
- Mr. Klinedinst wished to get approval of the document so Mr. Krantz can move forward with the customer (at 115 E. High Street) before the next meeting.
 - Mr. Henshaw motioned to approve the new language on the permit application with the discussed revisions and Mr. Minnich seconded. All were in favor.

- Mr. Dillinger will send the finalized revisions to Mr. Krantz for approval.
- **Solar Renewable Energy**
 - The next step is to have SRE come out to the potential site(s) and see if it is feasible for them to install solar panels where we have space available. Mr. Krantz is going to coordinate available dates with Mr. Dillinger.
 - Mr. Klinedinst noted that the area needs to be cleaned up before a visit, and Mr. Krantz is going to have someone take care of it.
- **Intermunicipal Agreement**
 - Mr. Dillinger met with the Windsor Township Solicitor and was able to provide a draft of the intermunicipal agreement for the Authority to review.
 - The previous agreement (written in 1977) was that Windsor paid us a transportation fee of \$1,600.00 annually to use our sewer lines. The new proposed agreement would involve both sides using each other's sewer lines and thus negate any need for payment.
 - A finalized copy will be provided for approval at the next meeting after Mr. Dillinger hears back from Windsor Township that they approve the updates.
- **Beaver Creek Monitoring Update**
 - Our previous data was only able to show that our numbers were greater than 800,000 gallons and DEP requires more precise calculations.
 - We believe we have the precise data we need now, but we are going to collect it for a few weeks to be sure the data we have is recording correctly and consistently.
- **Library Road**
 - Mr. Dillinger spoke with Mr. Don Dellinger at the library, and he replied that he was unsure of the status of the work. Kinsley Engineering was then contacted, and they are confident the road is completely restored with the best materials in the industry and no pins (as of 04/05/23).
 - Mr. Krantz and Mr. Klinedinst recently visited the site and found some pins as well as holes that were evident because they were filled with water. Mr. J. Reichard also visited the site and confirmed seeing 3 pins but could not be sure they were left by Kinsley Engineering as they were not in a straight line.
 - Mr. J. Reichard said we can ask Kinsley to plug these holes (the material they use will work well). After some discussion, everyone agreed the best course of action is to try to meet with Kinsley Engineering on site through Mr. Dellinger.
 - Mr. Dillinger stated that a cross-easement agreement (from when the library expansion took place) is what would guide these negotiations, and he would like to discuss this in Executive Session.

Engineer's Report: (Jason Reichard)

- **S. Camp Street**
 - Mr. J. Reichard reported that the Authority staff were out for a final inspection of the site and agreed that the vegetation is restored satisfactorily. The remaining payment of \$2,512.50 that was held in retainage will be presented at the next meeting to be approved.
- **Windsor Borough Master Meter Remote Reading**
 - CS Davidson is working with Keystone Engineering Group (KEG) on this project and a proposal packet should be finalized in July with a scope of work and cost estimate.

- **Country Club Road Force Main**

- Mr. Krantz informed Mr. J. Reichard that he hired a company called Mistras out of York to do non-destructive corrosion evaluation on the pipelines to see how much time we have before replacement can no longer be held off. We will dig in four different locations, and they will then use electrical current to get the readings.

Superintendent's Report: (John Krantz)

- Mr. Krantz submitted all reports for May 2023.
- We are cleaning out the maintenance building at 1 Church Lane. Scrap metal is being taken to PAZ and we received a permit from York County Solid Waste Authority (YCSWA) for the non-metal trash.
- Hamilton Musser sent a copy of the 2022 audit report at 2pm today and it was distributed to the Board. A few items that have changed will need to be addressed before the 2023 audit (PTO, pension, etc.)
- A PLGIT report was submitted to the Board discussing funds that were transferred into CDs and from PLGIT prime to PLGIT term for better interest rates. All funds are in very safe investments.
- Mr. Krantz is working with Comcast to reduce our monthly bill. At the Water Treatment Plant, we currently have a PRI that is designed for 50 lines, and we are only using 2 of them, and in the main office we are paying for 9 lines, and we only use 5 of them.
- Our Safety Deposit box was closed, and all contents were moved to the fire safe in the office on 06/07/23. Everything on the inventory sheet was accounted for in the box.
- The Greenbranch Generator (originally installed in 1986) would not start even after replacing the batteries. Cleveland Brothers looked at it but did not have a schematic on hand and then stated that it would be two weeks before they would be able to return to repair it, so we contacted Martin Energy. They replaced a bad ignition switch, and it is now working again.
- We have been waiting to hear that our Spill Response/Prevention Plan (submitted to DEP after we received notice of this violation from 2018) has been approved. Mr. Krantz spoke with Ms. Hillary Le at DEP and heard that the violation has been cleared, but he wants to follow up to make sure the plan has been approved.
- Mr. Krantz ordered (18) 1.5-inch meters after Mr. Keith Smith informed him that we were completely out of them. We now have enough to replace all 1.5-inch meters remaining by 2025.
- Raybern has been researching new utility billing software for us because EmGov Power has left a lot to be desired. A meeting is scheduled for 07/18/23 where Raybern will present 3 companies for us to choose from based on our needs.
- Kamstrup provided the results of a free promulgation study they completed to put antennas on our monopole, Edgewood Tank, and Fairmont Tank. They concluded that this would in fact allow us to read all our meters remotely in real time.
 - The cost is approximately \$70,000 per antenna so it is something we would discuss to become a future project.
 - Mr. Klinedinst suggested talking to Dallastown and Windsor as well to see if they would be interested in going in together and splitting the bill.
 - This could prevent a lot of water damage/waste if we catch leaks as soon as they occur.
- A check was received from our Intergovernmental Health Insurance Cooperative (Benecon) for \$36,091.00. This is a surplus claim fund distribution check for the 2022 plan year.

- Mr. Krantz wrote an article for the Borough Newsletter detailing the (3) projects we are currently working on and for which we applied to the DCED for grants.

Other Business:

Red Lion Street Fair:

- Mr. Klinedinst asked the Board if they wished to participate this year. They discussed putting up a sign to advertise the Watershed Event Day at the treatment plant as well as advertising the rain barrels we have for sale. Mr. Krantz is going to figure out the exact dates for this event.

Aldi

- Mr. Klinedinst inquired about the status of the Aldi water line, and Mr. Krantz replied that the line has been lowered and the extension could be complete as early as next week. Our crews were onsite to inspect, and everything was in order. After receiving some backlash, the contractor went through the daycare instead of the vet's parking lot, and we were not involved in those negotiations.
- After the water line is disinfected and flushed properly it will be operational.

Projects Board

- Mr. LaTulippe suggested Mr. Krantz put together a project board for the meeting room to make it easier to discuss all the ongoing projects and their updates.

Statement and Bill Approval:

- Mr. LaTulippe questioned the fluctuation in our Comcast bills and Mr. Krantz assured him he is looking into this matter and into dropping unused lines to lower some bills.
- Mr. Henshaw motioned to approve the bills and was seconded by Mr. Minnich. All were in favor and the motion carried.

Executive Session: The Authority moved to Executive Session to discuss personnel issues among other matters at 7:50 p.m.

Adjournment: The Authority reconvened from Executive Session at 8:12 p.m.

- There was a vote to ratify the termination of Linda Nevers. All were in favor.
- There was a vote to ratify the hire of David Roye as a Distribution/Collection Tech I. All were in favor.
- There was a vote to ratify the hire of Steven Witmer as a Distribution/Collection Tech I. All were in favor.

Mr. Klinedinst adjourned the meeting at 8:15 p.m.

Respectfully submitted by Kyrsten Scutta