

Red Lion Municipal Authority
Meeting Minutes
Wednesday February 26th, 2025

Members Present

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

Others Present

John Krantz- Superintendent
Dean Reynosa - Solicitor
Rebecca Mason – Entech (zoom)

Meeting Agenda/Minutes:

- The meeting was called to order at 7:00 p.m. The pledge was recited and role call was taken.
- Mr. LaTulippe made a motion to appoint Mr. Butch Horne as Treasurer of the Red Lion Municipal Authority and Mr. Henshaw seconded. All were in favor and the motion carried.
- Mr. Henshaw made a motion to approve tonight's agenda and Mr. Minnich seconded. All were in favor and the motion carried.
- Mr. Henshaw made a motion to approve the minutes from the RLMA Meeting on January 22nd, 2025, and Mr. LaTulippe seconded. All were in favor and the motion carried.

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

- Our precipitation was low, so we have been pumping from the Susquehanna to supplement.
- Kinsley and Entech are troubleshooting with DN Tanks and Mr. Krantz to fix tank issues.

Connections Report: no new connections.

Overtime Report: The report was distributed to the Board.

Visitors: Mr. JT Hand (York Water Company)

-Mr. Hand attended the November 2024 RLMA meeting to discuss an agreement to share water readings with York Water to bill Chanceford Manor Village based on consumption instead of a flat rate. There was concern (Mr. Hand gleaned from our minutes) about the volume of data requested in the agreement. He attended to answer questions the Authority may have and to come to an agreement about which information RLMA is able and willing to provide.

-Mr. Hand noted such information requested as follows:

Customer Name, Address, Account Number, Volume of Water Consumed and added that the Date of Meter Reading would be nice as well.

- Mr. LaTulippe thanked Mr. Hand for taking the time to come to the meeting to discuss this potential agreement and noted that RLMA has been providing all of the information that was requested directly to CMV. The Authority has reviewed the proposed documentation from York Water and still has some reservations about things that need fine-tuned.
- He went on to assure Mr. Hand that our solicitor (Mr. Dillinger) is in the process of reviewing and editing a counterproposal to be sent to York Water very soon.

-Upon furthering questioning about the information sent to CMV, Mr. Hand stated that the PUC is not looking for information from the customer (CMV), but from RLMA's agreement in order to secure an acceptable rate to be set. Receiving the proposal from our solicitor will be his biggest step forward.

Water & Sewer- New Business:

- **Filter Plant Performance Evaluation**
 - Mr. Krantz met with two representatives from DEP that took a tour of the WTP and received their comments on things that need improved.
 - These are mostly recommendations with no concrete timeframe, but Mr. Krantz will be keeping the Board informed as they plan and budget for these upgrades.
- **DN Tanks Payment # 10 (\$179, 629.25) and # 11 (\$193, 266.98)**
 - The Board discussed the numbered payments and the confusion surrounding them. Per Ms. Mason, all of the payment numbers sent from DN Tanks are one number behind what RLMA has been referencing, because RLMA started making payments toward the PENNVest loan early.
 - i.e. DN Tanks payment #9 from the January meeting would be referenced as #10 for RLMA in total.
 - Mr. Horne noted he would feel more comfortable establishing the payment reference numbers before making any further payments and Mr. Klinedinst agreed.
 - Mr. Krantz is going to reach out to DN Tanks to figure out their numbering system in regards to the PENNVest billing schedule.
- **ALDI**
 - Mr. Dillinger has reached out to ALDI multiple times to secure this dedication, however they are having difficulty with the financial security to dedicate the lines to RLMA.
- **Paddock Development**
 - Mr. Krantz has been receiving correspondence from the Paddock about the desire to dedicate their lines to RLMA. The HOA makes the process complicated though.
 - RLMA will require a maintenance bond/posted money before dedication will be accepted. Mr. Dillinger is aware of this situation as well.
 - In the meantime, we have been completing the work for Paddock and billing accordingly.
 - Mr. Henshaw inquired about Equine Meadows, but Mr. Krantz replied that they are separate entities and will be treated as such. We will do work for Equine Meadows as well, but they will also be billed accordingly.
- **Verizon Wireless Monopole Contract**
 - This contract has been executed and payment of \$1,600 is due by the first of the month for use of our monopole.
- **Entech/Red Lion Service Line Inventory Phase II agreement**
 - Mr. Krantz noted we agreed to this last month.

Solicitor's Report: (Dean Reynosa)

- **Superintendent Approvals**
 - Mr. Reynosa noted that Mr. Dillinger was investigating the possibility of a resolution allowing Mr. Krantz to make purchases up to a capped amount of money. This is indeed something that can be passed.

- This resolution should be available for the March meeting. The allowed amount is at the bidding cap, however Mr. Reynosa will inquire about the possibility of a phone quorum (at a higher amount) in the case of emergency situations as well.
- **Language Rules and Regulations (Handbook)**
 - Mr. Dillinger is still in the review process of the employee handbook.
 - This includes all Water/Sewer Rules and Regulations.
- **Statements of Financial Responsibility**
 - Mr. Horne will file his documents as the newest member. Otherwise, we are up to date.
- **Rexroth**
 - Mr. Dillinger circulated a draft ROW agreement last week and RLMA is waiting to hear back. Mr. Krantz noted that Mr. Rexroth posted a \$5,000 escrow, but he has all of the pertinent bills for the project to refund any excess funds.
- **Pump Station B Elimination**
 - Mr. Reynosa asked Ms. Mason on behalf of Mr. Dillinger if everyone was on the same page, and we are still waiting for final confirmation from MPL to move forward.
- **Kensington**
 - Ms. Mason confirmed that (per the Windsor meeting) Mr. Dillinger is going to confirm the draft agreement.
- **Solar Renewable Energy**
 - Windsor passed their ordinance but the details are still not finalized.

Engineer's Report: (Rebecca Mason).

- **Pump Station B Elimination**
 - Ms. Mason remarked that Mr. Krantz received letters that need to be signed in regards to this project today and he is in the process of reviewing them.
 - She also requested that Mr. Krantz convey to York and Windsor that this is the desirable letter format for them to send out on their letterhead to express their agreement to the project.
 - These will be attached to the special study submitted to DEP.
 - The Intermunicipal Agreement is a key component of this. We are still in the review process.
- **Chapter 94**
 - Ms. Mason stated that the Guard Dog information was very helpful, but some information is still required for this review.
 - Mr. Krantz is working on the update with Mr. Dillinger.
- **Edgewood Tank**
 - The tank valve still has some operational issues (noted earlier in the meeting), as well as other concerns that Entech noted. We are all waiting to hear back on this information.
 - Mr. Krantz noted that the "shockcrete" is a non-issue and is operating normally, but the flow meter is going to be taken care of expeditiously.
 - The "crack" in the side has also been noted and they are willing to issue an extended warranty on our Edgewood Tank in hopes of obtaining the contract for Fairmont.

- HRI operates separately from GES and Mr. Krantz has secured the necessary information to exclude Triangle in order to obtain data directly.

Superintendent's Report (John Krantz)

- Mr. Krantz submitted all necessary reports for January 2025.
- Mr. Krantz & Mr. Klinedinst informed Mr. Horne how the Authority presents meeting documents.
 - Not only does Mr. Krantz note all necessary information obtained from month to month, any documentation acquired in that time period is sent to and printed for the Board.
- First Aid kits were purchased for all of the work trucks (by Mr. Krantz) as previously discussed as a need in the safety meetings. Two trauma kits were also purchased for WTP and main office.
- Motor Technology rebuilt the pump at East Prospect Rd. due to a failed mechanical seal. These are the pumps we are trying to tie into other systems to reduce maintenance costs.
- A contract was signed with Schnabel Engineering for the inundation mapping (Dam Inspection). Entech recommended this company and the process is underway.
- Hamilton Musser was onsite for ~3 days to begin our 2024 audit (Feb2025). Mr. Krantz is gathering the last of the items they need to complete this audit.
 - The 457B is an outstanding item and Mr. Krantz reached out to Mr. Mark Smith (our attorney regarding this issue). Met Life is prepared to issue account balances to us, however, until everything is resolved with the Red Lion Borough our hands are tied.
 - When everything is resolved, the Red Lion Municipal Authority will officially be separated from the Red Lion Borough on this plan.
 - Prospective future brokers (etc.) have been interviewed, but it is unclear if RLMA employees will be willing to participate.
 - There will be a list of options presented to the employees on site before further decisions are made.
- Solar cellular surveillance was installed at the Greenbranch location - paid for by a PIRMA grant (intake, generator, and river).
- The consistent leak issue in Windsor has been resolved. They're a "one-man band" down there, but we helped them every step of the way that we were able, and the issue is finally resolved.
- CUSI (the new utility billing system) began training sessions with the RLMA office staff.
 - The ladies in the office believe this new system to be a good change overall but have requested more hands-on training.
 - Mr. Krantz and Mr. LaTulippe noted that they have been encouraged to "practice" with the system during training while it is still offline.
 - The ladies also raise a great question about what troubleshooting options are available if the system were to "go down" at a critical point in schedule.
- There was a water leak at Jefferson Lane. Upon investigation, there was an issue with an old valve that Mr. Krantz has been trying to address.
 - A similar issue arose days later, where an old valve on First Street demonstrated the same problem.
 - Due to the proximity of the valves, the required valve shut off warranted a "boil water advisory" to be sent to residents (which included less than 50 customers).

- RLMA was immediately aware of these issues and has already begun repairing all necessary components.
 - Samples have already been sent out for testing and as soon as they are returned we can *officially* declare the water safe again.
- Mr. Krantz met with RKL (accountants) to discuss switching from Paylocity.
 - RKL will be onsite to train employees with the new system, but it is becoming more apparent that employees must be properly documenting their clocking ins/outs.
 - Even if the “application” is down, a screenshot or picture with a timestamp will suffice for documentation.
 - A paper/digital trail is necessary regardless (but for legal reasons when a union is involved), to ensure employees are compensated appropriately.
- Mr. Sprengle contacted Mr. Krantz one night (around 2am) to notify him that WTP lost power. Mr. Krantz contacted multiple entities (Heim Electric included) and they not only rerouted power to the generators (to keep everything running), they also found when the short happened to determine where the issue began. An appointment to assess where new wiring needs to be pulled is scheduled.
- Kinsley was in the process of replacing lead lines on Pine Street and informed RLMA that the side we own was lead as well.
 - Mr. Krantz gave the “go ahead” for them to replace the entire line (as it will be necessary regardless) and we will pay them for the work.
- Our Worker’s Comp was audited, and a refund was received.

Mr. Klinedinst noted the urgency of Vulcan Road and Mr. Krantz acknowledged it is a priority

Statement and Bill Approval:

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

Executive Session:

- The Board went into executive session at 8:22 pm to discuss personnel matters.

Adjournment:

- The Board returned from Executive Session at 9:20 pm.
- Mr. Klinedinst adjourned the meeting at 9:25 pm.

Respectfully submitted by Kyrsten Scutta