

Red Lion Municipal Authority
Meeting Minutes
Wednesday January 22nd, 2025

Members Present

Dennis Klinedinst - Chairman
Gary LaTulippe- Vice Chairman
Kelly Henshaw - Secretary
Chris Minnich- Asst. Sec./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. where the pledge was recited and roll call was taken. Mr. Reichard (former Treasurer) was not present.

2025 Officer Nominations:

Chairman: Mr. LaTulippe motioned for Mr. Klinedinst and Mr. Henshaw seconded.

Vice Chairman: Mr. Henshaw motioned for Mr. LaTulippe and Mr. Minnich seconded.

Asst. Secretary/Treasurer: Mr. LaTulippe motioned for Mr. Minnich and Mr. Henshaw seconded.

Secretary: Mr. LaTulippe motioned for Mr. Henshaw and Mr. Minnich seconded.

Treasurer: *This position is still open as prospective new members are being contacted.*

Engineer: Mr. LaTulippe motioned for Ms. Mason (Entech) and Mr. Minnich seconded.

Solicitor: Mr. Henshaw motioned for Mr. Dillinger (MPL) and Mr. LaTulippe seconded.

All motions passed unanimously

- Mr. Henshaw made a motion to approve tonight's agenda and Mr. Minnich seconded. Mr. Klinedinst wanted to add to the agenda that there will be open discussion of employees at this meeting. All were in favor and the motion carried.
- Mr. LaTulippe made a motion to approve the minutes from the RLMA Meeting on December 18th, 2024, and Mr. Minnich seconded. All were in favor and the motion carried.

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

-There were 5.11 inches of precipitation and Greenbranch has not run since 12/23/24.

Connections Report: no new connections.

Overtime Report: The report was distributed to the Board. Hours were higher due to holidays.

Visitors: Mr. Patrick Hollingshead (Attending in place of Mr. Bill Olmeda)

-He is a Business Agent representing the Teamsters Union for the RLMA employees. His main concern tonight is the 457B plan the Board has been discussing in previous meetings (this was not on the agenda).

- A progress report from the November 2024 meeting's discussion of the 457B plan was requested. Mr. Hollingshead stated that he has information printed from the IRS for the Authority's perusal regarding the situation and has an employee representative attending with him this evening.
- He emphasized how the 457B plan affects employees taxes immensely on all levels (up to federal) and that they want answers before the April due date.
 - He further questioned "how does the Authority move forward and send W2s if nobody knows how much employees have contributed."

- Mr. Klinedinst stated that as this topic was not on the agenda the Board is not required to give a response. However, he continued to say that it would be in everyone's best interest if this conversation moved to the Red Lion Borough Council Meetings.
 - Mr. Krantz has been denied access to any and all insurance information regarding this plan due to previous entanglement with the Red Lion Borough.
 - They will not deal with anyone not previously listed as an administrator.
 - Ms. Diane Price and Ms. Tina Frutiger (of the Borough) were knowledgeable on the joint arrangement that has continued to complicate matters for some time. The plans remained joined long after the Borough and Authority became two separate entities.
 - The next Borough Council meetings are on the 3rd and the 10th. Mr. Klinedinst recommended the Union get on both agendas to ensure the ability to discuss the situation as RLMA has been unable to make any headway.
- Mr. Klinedinst further noted that RLMA has retained an attorney to handle the situation and the Board is aware that this is a serious issue, but our hands are currently tied.
- Mr. Hollingshead thanked the Board for their time and noted that there are other issues to be discussed in the near future.
- Mr. Dillinger stated that it would be beneficial for all parties to schedule a time to sit down and discuss these various matters together.

Water & Sewer- New Business:

- **York Water Company (on Chanceford Manor Village Development)**
 - Mr. Dillinger and Mr. LaTulippe provided comments on this matter at the December 2024 meeting and it appears that the Board continues to be on the same page.
 - A negotiation needs to be further discussed (perhaps in Executive Session) to aid Mr. Dillinger's efforts.
 - Mr. LaTulippe commented that his main concern is a potential conflict if CMV is charged less than Red Lion Borough customers for shutoff/turn-on fees.
 - The Board then opened discussion to other issues highlighted in the proposed agreement.
 - Mr. Dillinger noted that he acknowledges the Board's concerns and that discussion will be open and continuous until an agreement is reached.
- **Filter Plant Performance Evaluation**
 - Mr. Krantz included multiple DEP inspection reports in the packet distributed to the Board members. The most recent highlighted three violations
 - One of the violations was for not taking enough samples in the Distribution System. The RLMA employees took 3 samples for the last week of the month instead of 4 and their computer automatically flagged it as a violation.
 - DEP acknowledged the mistake and a letter rescinding the violation was provided.
 - The next performance evaluation (to discuss the 2 other violations) is scheduled for 2/11/25 and all Board members are welcome to attend.
- **DN Tanks Payment # 9 (\$36,951.75)**

- The Board discussed the project and Mr. Krantz stated that he is satisfied with the project's progress thus far and confirmed with Ms. Mason that retainage still remains for any loose end fixes that need addressed.
 - Mr. LaTulippe motioned to make payment and Mr. Minnich seconded. All were in favor.
- **Statements of Financial Interest 2024**
 - Most Board members have already submitted their forms and Mr. Krantz will notify the Authority when he has received them from everyone.
- **HRI Payment Request # 1**
 - This is the electrical contractor assigned for the Edgewood Tank Project Contract No. 2 in the payment amount of \$57,399.30.
 - Mr. LaTulippe questioned Mr. Krantz on his thoughts of paying this bill.
 - Mr. Krantz stated while there is more work to be done (and more money to be paid) he feels that this bill is representative of the work that has been completed.
 - The main hold up of the project currently being Met-Ed.
 - The Board members discussed various ways to escalate the situation with Met-Ed while noting that HRI requires payment.
 - Mr. LaTulippe motioned to make payment and Mr. Henshaw seconded. All were in favor.
- **Meeting Dates 2025**
 - Mr. Krantz provided the 2025 meeting dates as published in the newspaper. These were also published on the RLMA website alongside the Bills Due and Shutoff dates.
 - (www.redlionma.org)
- **Chemical Bids 2025**
 - All bid winners were awarded/notified and published on the PennBid (Bonfire) website.
- **Verizon Wireless Monopole Contract**
 - Mr. Dillinger reiterated the discussion on this contract from the December 2024 meeting noting that it was a smart move on the Authority's part to execute this agreement.
 - Mr. LaTulippe motioned to approve the contract and Mr. Minnich seconded. All were in favor.
- **Entech/Red Lion Service Line Inventory Phase II**
 - Mr. Krantz noted that Phase I was to distribute letters and identify the lead service lines we could. There are still quite a few lines that need to be identified and RLMA has been using Entech's database; so he would like to extend this project and continue to use this resource going forward.
 - We have approximately 10 years to identify every single line in the system and Entech is an invaluable resource (regarding manpower, technology, etc.).
 - Ms. Mason is going to notify staff at Entech that RLMA is interested in continuing the arrangement that grants access to this database (but may need a slight extension on the deadline).
 - She also noted that the data is safely stored either way (reactivation is an option).

Solicitor's Report: (Cory Dillinger)

- **Regulation Updates**

- Mr. Dillinger noted that he is still working on updates for the Water and Sewer Rules & Regulations.
 - The Water Regulations are fairly straightforward as they were updated recently, but the Sewer Regulations have not been updated in a long time.
 - MPL and Entech are in agreement that these changes need to be solidified.
- Mr. Dillinger stated the best course of action is for MPL, Entech, and the Authority to sit at separate meeting times to discuss updates/changes to all of these regulations.
 - Separate meetings for Water and Sewer Regulation Discussions were proposed.
 - One to two Board members are encouraged to attend these talks.
- Mr. Klinedinst noted that he is in favor of the deduct meters remaining, but understands he does not speak for the entire Board (and that this is a complicated topic).
 - His main goal is to keep business in Red Lion (not drive them away).
- **Rexroth**
 - Mr. Rexroth attended some months ago and we agreed to allow him to update his line with the understanding that an easement on his property needed amended. The property does belong to Rexroth so the issue isn't urgent, but they are working on this draft.
- **Aldi**
 - In order for this line to be dedicated they must post their financial security. Mr. Dillinger finally made contact, and their representative apologized for the delay and noted that this matter is on their radar.

Engineer's Report: (Rebecca Mason).

- **Pump Station B Elimination**

- Ms. Mason noted that she still needs a concrete financial plan to fund this project (for the Act 537). She recalled that she has provided cost analysis options at past meetings, but in order to move forward with DEP a formal proposal must be submitted.
 - \$232,000 for the project construction (per 2026 budget).
 - ~\$35,000 remaining for engineering in 2025.

RLMA noted that paying for this in cash may be the best option as we have grant applications out for much larger projects at this time

- *Ms. Mason will mark capital funds for this project's financials, and check back with the Board before final submittal.*

- **Intermunicipal Agreements**

- Basic updates to the elimination projects have been distributed to MPL for review to be relayed to the appropriate entities.

- **Chapter 94**

- Entech has a list of information necessary and has been in contact with Mr. Krantz regarding what is required.
- Ms. Mason inquired about RLMA's connection to Springettsbury's deadline and Mr. Krantz will discuss with Entech further.

- **Edgewood Tank**

- The tank had been filled and samples had been taken. The bacteria samples came back negative and we are still waiting on the VOC.

- However, the first valve will not properly close - (after multiple attempts from multiple entities).
 - Ms. Mason noted that Entech has been adamant and persistent on this issue being fixed immediately. RLMA paid for a functioning valve (from DN) and they will receive a functioning valve.
- Ms. Mason commented that the Chlorine Residual was also high, but noted regardless the tank will need emptied before further assessment due to the malfunctioning valve.
 - Mr. Krantz wanted to emphasize the cost of de-chlorinating this water, as well as the cost of the water in the tank wasted (2 million gallons).
- The valve issue should be remedied first, but DN Tanks has been very easy to communicate with and the issue should be resolved quickly.

Superintendent's Report (John Krantz)

- Mr. Krantz submitted all necessary reports for December 2024.
- Mr. Krantz spoke with a representative from CMV regarding sewer readings being sent from our office. These were previously being sent for free, but a newly agreed upon fee (of \$125/month) to accommodate our office staff's efforts was accepted. (York Water will be discussed later).
- DEP inspected the Edgewood Tank. According to their assessment the tank is ready to go.
- Hamilton-Musser will begin our Audit 2/3/25 and the office staff has all appropriate documentation ready.
 - It is noted that the *nomination of auditor for 2025* was missed on the 1/22/25 agenda and it will be ratified at the next meeting.
- Red Lion Area School District's antennae on our monopole was discussed at a previous meeting. The school district informed us they no longer needed access to our tower.
 - RLMA is currently storing these antennae with the understanding that they are wanted.
- We got our Kubota Mini Excavator (\$72,000). Our employees are super happy with this purchase and this piece of equipment has been very beneficial.
 - There was a brief discussion on selling the backhoe, but it was tabled for the future.
- Mr. Krantz ordered 8 replacement fans for the VFDs at the treatment plant. Mr. Sprenkle reported that a few went bad, there are 8 total.
- A new phone/tablet is required so all of our employees can continue meter readings with Kamstrup. Mr. Krantz stated that he found a device that can do these readings and will work with our new CUSI software.
- Solar powered cameras for Greenbranch have been purchased. Mr. Krantz had previously applied for a grant (PIRMA) for these to be installed (cellular included) and they will be installed this weekend.
- The new connection at Rexroth is up-and-running and disinfected etc.
 - They had previously stated that this would be a seamless installation - which proved untrue. RLMA had to employ overtime staff to complete this project.

- Rexroth's escrow will be billed accordingly.
- Mr. Krantz noted that all Chemical Bid information can be found on the PennBid website this year and for the future.
- GES will come in to tie Edgewood and Fairmont tanks separately to the Water Treatment Plant and into our SCADA system.
 - This will all be folded into our PennVest loan.
- There have been employee complaints about the Paylocity system. Other systems are being discussed along with their additional benefits.
- Mr. Krantz ordered an auto-valve turner. This should help with flushing (and otherwise breaking a valve free) to reduce damaged muscle tissue and stress of our employees.
 - There was a grant that matched half of our invoice for employee welfare and RLMA will be reimbursed for this cost.
- Mr. Krantz also noted that Mr. Henshaw and Mr. Reichard have not received payment for serving on the 2024 RLMA Board and he will rectify this asap.
- **Mr. Krantz noted that he will secure a letter of resignation from Mr. David Reichard so the Red Lion Municipal Authority can move forward with appointing a new Treasurer.**

!Appreciation!

- Mr. Klinedinst noted that **Mr. Krantz** is an exemplary leader in his position, often encumbered with an overbearing workload. The Red Lion Municipal Authority's Board expressed extreme gratitude to his efforts, with Mr. Klinedinst recommending he receive a bonus.
- Mr. LaTulippe made a motion to award Mr. Krantz with a \$2,500 bonus and Mr. Minnich seconded. Mr. Henshaw submitted a third approval.
- All were in favor and the motion carried unanimously.

Statement and Bill Approval:

- Mr. Minnich 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 8:07 pm to discuss various matters.

Adjournment:

- The Board returned from Executive Session at 8:36 pm.
- Mr. Klinedinst adjourned the meeting at 8:38 pm.

Respectfully submitted by Kyrsten Scutta