

Minutes
North Lebanon Township Municipal Authority
January 14, 2021

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, January 14, 2021 at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following Board members present:

Dawn Hawkins	Vice Chair
Tod Dissinger	Treasurer
Brian Hartman	Secretary
Rodney Lilley	Assistant Secretary/Assistant Treasurer
Amy Leonard	Henry and Beaver, LLP
Scott Rights	Engineer-Steckbeck Engineering
Lori Books	Assistant Township Manager
Edward Brensinger	Roadmaster/Supervisor
Absent:	Gary Heisey

Molly Lum, Sewer Billing Clerk, and George Pearson, President of MicroSpring, were also in attendance.

The meeting was called to order by Vice Chair Hawkins and the pledge to the flag was recited.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

Vice Chair Hawkins passed the gavel to Attorney Amy Leonard who chaired the meeting for the reorganization of the board.

REORGANIZATION OF THE BOARD FOR 2021

Gary Heisey was previously given his Oath of Office by Lori Books, Notary Public. His 5-year term will expire 12/31/2025.

Nomination and Election of Board Members

- Chair: Current- Gary Heisey
- Vice-Chair: Current- Dawn Hawkins
- Treasurer: Current- Tod Dissinger
- Secretary: Current- Brian Hartman
- Asst. Secretary: Current- Rodney Lilley
- Asst. Treasurer: Current- Rodney Lilley

MOTION: Motion was made and seconded for the officers to hold their same positions for 2021. Motion approved.

The gavel was passed back to Vice Chair Hawkins.

APPOINTMENTS/APPROVALS TO CONDUCT AUTHORITY BUSINESS FOR 2021

Motion to appoint Municipal Authority Solicitor for 2021

MOTION: Motion was made and seconded to continue using Amy Leonard, Esq. of Henry & Beaver, LLP as Municipal Authority Solicitor for 2021. Motion approved.

Motion to appoint Municipal Authority Engineer for 2021

MOTION: Motion was made and seconded to continue using Scott Rights of Steckbeck Engineering and Surveying as Municipal Authority Engineer for 2021. Motion approved.

Motion to appoint Municipal Authority Auditor for 2021

Lori provided a proposal packet from BSSF for each board member.

MOTION: Motion was made and seconded to continue using Brown, Shultz, Sheridan and Fritz as Municipal Authority Auditor for 2021. Motion approved.

MOTION: Motion was made and seconded to authorize Cheri Grumbine, Township Manager, to sign the proposal from BSSF. Motion approved.

Motion to appoint depositories for Municipal Authority Funds for 2021

MOTION: Motion was made and seconded to continue using Fulton Bank, Northwest, Jonestown, PLGIT, and First Citizens Community Bank for depositories for Municipal Authority Funds for 2021 with authorization to open CD's, renew or withdraw from CD's as necessary, only in the name of North Lebanon Township Municipal Authority to Cheri Grumbine, Township Manager, or Lori Books, Assistant Township Manager. Motion approved.

Motion to appoint SEO for 2021

MOTION: Motion was made and seconded to continue using David Siminitus, primary SEO, and Julie Cheyney as alternate SEO of the Lebanon County Planning Department for 2021. Motion approved.

Motion to Affirm 2021 Municipal Authority Board Meeting Schedule

The meeting dates for 2021 were advertised for the 2nd Thursday of each month beginning at 7:00 p.m. in the Township Municipal Building (Board Meeting Room). The Joint Meeting with the Board of Supervisors is scheduled for the 2nd Thursday in October beginning at 5:30 p.m.

MOTION: Motion was made and seconded to approve the 2021 Board Meeting Schedule. Motion approved.

Motion to Approve Payment of Invoices and Requisitions between meetings

MOTION: Motion was made and seconded for the proper officers authorized to pay invoices and requisitions at discount or that would accrue a penalty between meetings. Motion approved.

Vice Chair Hawkins asked for a motion to approve the December minutes.

MOTION: Motion was made and seconded to approve the December minutes. Motion approved.

Vice Chair Hawkins asked for a motion to approve the invoices and requisitions for payment all subject to audit.

MOTION: Motion was made and seconded to approve invoices and requisitions for payment all subject to audit. Motion approved.

SOLICITOR’S REPORT – Atty. Amy Leonard

Water and Sewer Debt –ACNB reduced their interest rate for the water loan from 2.66% to 1.60%, which will be locked in for the next seven (7) years. The closing with ACNB for the water loan occurred on December 15, 2020 with the first payment being due January 15th. Fulton Bank reduced their interest rate for the sewer loan from 2.33% to 2.04%, which will be locked in for a fixed 7-year term. This closing will be occurring tomorrow, January 15th. This first payment will be due on February 15th.

Rebecca Alley – The Municipal Authority has a sewer main located within Rebecca Alley and Perry Street. The Township does not own this section of the alley/street. Therefore, a ROW Easement is needed by the Municipal Authority to access their sewer main located in said alley. A letter was mailed to each property owner affected informing them of the situation and asking them for the easement. Amy has already received one notarized agreement back from 2116 New Street. She will need the Municipal Authority to accept the agreement and authorize Gary’s signature on the document.

MOTION: Motion was made and seconded to accept the Easement Agreement for 2116 New Street and authorize Gary to sign on behalf of the Municipal Authority. Motion approved.

Brian asked Amy if Gary will be able to sign off on his own agreements as he is one of the affected neighbors. Amy answered yes because the Municipal Authority is authorizing Gary’s signature and he will be signing on behalf of the Municipal Authority, not himself.

Orange Lane Sewer Extension – Scott provided Amy with the documents relating to the bidding of this project. They have all been reviewed and received comments.

Delinquent Sewer Accounts – Amy provided an updated copy of her lien report to the

board members. #18 was sold at Sheriff Sale on December 8th and our claim was included in their collection. This most likely will not be received until mid-February.

Tod asked what the stand still is for most of these properties. Amy explained that banks typically are the main push behind foreclosure and listing a property for Sheriff Sale. Due to CoVID and the various rules and restrictions it has placed over collections, most banks will not even consider pursuing a property faulting in payments at this time.

ENGINEERS' REPORT – Scott Rights

MicroSpring – George Pearson, President of MicroSpring, attended this meeting to explain his proposal to the Municipal Authority Board. A proposal packet was provided to each board member. MicroSpring works to maintain/reduce fats, oils, and greases (FOGS) within the sewer system by using bacteria and oxygen. Once the service is set up, the lines and selected manholes would be monitored monthly. This would include a monthly report, monthly photos, and an instant contact if a problem has been detected. While maintaining the system for FOGS, MicroSpring will also be on the lookout for other disturbances like roots or wet wipes. This company is currently contracted with CoLA, Ephrata Borough, City of Bethlehem, etc.

MicroSpring manufactures their own products. Two types of bacteria are used; one is vegetative which will attach to the grease and the other is spore forming and can survive in extreme conditions. These living organisms are used in the collection system.

Tod asked what they use to put this bacteria into the system? George responded that they are stored in a tablet which is placed in a mesh bag. This mesh bag is then placed in the manhole using rope and a carabiner. The tablet hangs within the system so that when wastewater runs over it, the liquids slowly deteriorate the tablet, releasing the bacteria into the lines. The mesh bag/tablets are replaced every month.

Dawn questioned the aeration system noted in the proposal. George explained that this increases the dissolved oxygen into the system. Odors are the cause of a lack of oxygen. It is similar to pretreating the wastewater before getting to the pump station. The additional oxygen allows more grease to break apart. These machines are on a lease to own program. After 5 years, the Municipal Authority will then own the aeration system. If the service continues between MicroSpring and the Municipal Authority, MicroSpring will continue to maintain the aeration system even though they do not own it anymore as part of the monthly service program.

Ed mentioned that many odor complaints have come in consistently over the years from specific areas in the Township. MicroSpring should be able to help control that.

The proposal provided is based on the treatment of 50 manholes and 2 aeration systems, totaling \$1,700.00 a month.

Tod asked if our system is really that bad that we need a treatment like this? Not many issues have been discussed at the meetings over the years, so he is curious why now? We have a solid wastewater crew that checks our lines often and flushes them when needed.

Brian responded that this type of treatment is preventative maintenance because once you do have a problem, it is a mess. Ed also mentioned that CoLA is spending the money to treat their own grease. At some point, they may require it of their customers as well or even bill a surcharge the way NLTMA does for certain customers. This healthy bacteria will also help slow down the deterioration of the sewer lines and manholes.

Rodney questioned figures 3,4, and 5 in the proposal. George responded that they simply show a before and after of installing the aeration system. You can see the water bubbling which helps break the grease apart.

Tod asked how long this system has been used? George responded that this current system is going on about a year and a half. They have used other renditions of this system and actually purchased them from other manufacturers. The reason they started creating their own was due to the lack of fulfillment in other manufacturer's guarantees. There should not be any negative repercussions on the station when using this system as it is simply adding oxygen to the lines, not harsh chemicals. The goal is for the oxygen/bacteria to eliminate the grease, not just liquify the clumps.

George told the board members that they are welcome anytime to visit the City and see MicroSpring's work firsthand. Brian also thought it may be a good idea for the members to take a tour of the sewer plant. Lori will work to coordinate a date and time with the City and George Pearson.

Orange Lane Sewer Extension – Preliminary bid drawings and technical specifications have been completed. Scott provided an outline of the Orange Lane Sanitary Sewer Extension design and construction schedule. Depending on who does the work for the Municipal Authority, there must be specific coordination between our contractor and Project TV's. H&K is doing the work for Project TV. The schedule in front of each member contains valid dates if settlement goes through this month and construction can begin. Scott will need approval tonight from the Municipal Authority to start advertising for bids. If this project would get delayed for any reason, the Municipal Authority would then be ahead of the game as NLTMA would not need to act on any bid until 60 days after opening. They could also reject any bid or reach out to a select bidder requesting an extension.

MOTION: Motion was made and seconded to approve advertising of bids for the Orange Lane Sewer Extension. Motion approved.

Scott explained the various color-coding on the plans as to which sewer lines will be Project TV and which will be NLTMA. He also went over the easements that the Municipal Authority will need to obtain.

Crossings Phase 3 – The construction of sanitary sewer was completed at the end of August. The contractor tested all the new manholes. All but one (1) passed at that time. The repair and final testing have now been completed.

Mapledale Estates – There are no new updates. Preliminary plan approval has been granted which would allow the developer to start constructing the utilities. No timeline

has been established per Scott’s conversation with SLH, the contractor for the job. The holdup is with DEP regarding the NPDES permit.

Sewer Specs – No new updates. Scott and Ed continue to work on this project.

Project TV – This afternoon, Scott received the “Opinion of Probably Cost” from Project TV. This is essentially a breakdown of all costs for this specific project. The unit price is an estimation from information known at this point in time. The developer must obtain a Surety Bond or Letter of Credit in this amount in the event that the project falls through. This way, whoever is stuck picking up the pieces/finishing the project will have the funds to do so. The Municipal Authority would specifically be stuck with the sewer line portion of this project. Scott has highlighted these costs in yellow. The amount getting posted with the County would be turned over to NLTMA if they would need to finish the project themselves. The amount listed is \$294,232.00 and Scott agrees this is a very reasonable amount.

Amy mentioned her concern of the Bond being posted to the County instead of NLTMA, but there are no other options at this point. With that being said, Scott and Amy both recommend approval of this amount.

MOTION: Motion was made and seconded to approve the Opinion of Probable Cost of Project TV under Sanitary Sewer Utilities (NLT MUA) for \$294,232.00. Motion approved.

Swatara Township Properties – Scott received an inquiry from Matthew & Hockley regarding two lots within Swatara Township that have failing on-lot systems. They were curious if the North Lebanon Township Municipal Authority would allow additional Swatara residents to connect to our sewer system. This has been done in the past with Rockwood but required a detailed agreement and an escrow for said sewer customers. Something similar would have to be arranged if the Municipal Authority were to consider approval. These two lots combined would need a total of 18 EDU’s to cover all the apartment buildings and the single-family dwelling homes. Lori commented that she had spoken to Jen from Swatara and someone from Septic Solutions about this same inquiry back in April. Lori informed her that for all 18 EDU’s, the tapping fees and capacity fees alone would cost \$111,420.00. Lori was told that was too much money and the property owners could not afford it. Scott and Lori agree that the cost has already been given, so the next step would entail them submitting a formal capacity request. The ball is in their court.

ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books

Resolution #1-2021 – Every member was provided with a copy of the fee schedule for 2021. The only change from last year includes the sewer treatment rates. CoLA will be raising their rates in April of 2021. This is a passthrough fee for the Municipal Authority.

MOTION: Motion was made and seconded to approve Resolution #1-2021. Motion approved.

2020 Annual Activity Report – Each member was provided with the 2020 Annual Activity

Report for the Authority. Lori puts this together each year as a summary to reflect the highlights the Municipal Authority had throughout the year. Lori is asking for the Municipal Authority Board's approval to forward this to the Board of Supervisors.

MOTION: Motion was made and seconded to accept the 2020 Annual Activity Report. Motion approved.

Tempered Glass – The Municipal Authority had agreed to a 50/50 split with the Board of Supervisors for the installation of tempered glass in the front office. This cost was covered by a WellSpan grant for which Cheri and Lori had Bonnie apply.

Sewer Capacity for Cedar Grill – Cedar Grill restaurant is located within South Lebanon Township but is one of our sewer customers. The owner, Magdy Hassan, is demolishing the original structure and building a new one in its place with the addition of a small retail store. One additional EDU will be needed to meet the capacity/flow requirements. Mr. Hassan has returned the Purchase of Additional Sewer Capacity Agreement and paid all the required fees. Lori is asking the Board for approval of this agreement.

MOTION: Motion was made and seconded to approve the Purchase of Additional Sewer Capacity Agreement between the Municipal Authority and Magdy Hassan. Motion approved.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

December Activity Report – The Authority Board members were provided with a copy of Tommy's report.

There were 52 PA One Calls. 8 were emergency calls; 4 after hours and 4 during work hours. Tony completed 3 grease trap inspections and there were 4 new homes connected to the sewer system. A saddle tap was installed on Route 72 for a new home being built. This house will have a grinder pump.

All bridge crossing pipes have been inspected. These are located on the rail trail off Long Lane and behind the motorcycle club on 22nd Street going into the treatment plant. All hangers are intact and not broken. Some of the external stainless outer jacket is damaged by rocks being thrown at it on the 22nd Street bridge crossing.

Every year, at the beginning of the year, all manhole lids on right-of-way easements are opened and checked.

Camera inspections are still being completed for the highway department in preparation of slip lining the stormwater pipes. The camera trailer and systems will be cleaned and serviced.

As always, other departments are assisted when requested.

Additional Comments and Questions

Ed commented that he and Tod were discussing a new plan proposal for the lot on 25th Street and W. Cumberland Street. Autosuds West LLC has purchased the property and plans to build a carwash. They are anticipating recycling 80% of their water.

Tod announced that he would like to go into Executive Session with the Municipal Authority Board and Solicitor Amy Leonard for a legal matter. Everyone else was asked to leave.

The Municipal Authority reconvened at 9:08 p.m. With no more business for the good of the Authority, the meeting was adjourned at 9:08 p.m.

Respectfully Submitted,

Molly Lum
Recording Secretary