

Minutes
North Lebanon Township Municipal Authority
February 8, 2018

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, February 8, 2018 at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following Board members present:

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

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

Greg Harris, resident of 75 Goldmine Road, and Nelson Ebersole, resident of 30 W. Main Street were also in attendance.

COMMENTS FROM THE PUBLIC:

Greg Harris is the owner of GP Harris Construction and is here to discuss his request for 2006 Weavertown Road. Nelson Ebersole is present to speak on Mr. Harris's behalf. The lot was bought in 2007 by Mr. Harris. The request the two men are bringing to the Board is to be given the opportunity to put an on-lot septic system on the property instead of connecting to the public sewer system. At the time of purchase, public sewer was not available within 500 feet of the property. With a new development being built over the years, public sewer is now within that 500 feet (direct shot being 440 feet to the property). If the Board decides they need to go the route of connecting to the public sewer system, they would need to dig into the street, bust up the curb, put in the sewer lateral, and try to obtain multiple rights-of-way. It will also require a pump because of the up-hill features. Mr. Harris feels this is an undue hardship and he should be permitted to install an onlot sewage disposal system. Mr. Harris said he is willing to pay the \$3900.00 tapping fee for the public water connection and if public sewer would come to within 500 feet of this property via road frontage rather than through others' private property, he would then hook up. Solicitor Wolf explained the original ordinance was created back when developers started building homes/multiple lots at one time and was intended for the developers to run the public sewer extension. Sol. Wolf is thinking it is time to make amendments to this ordinance, so the Board doesn't have to continually make decisions case by case. Fred thinks there should be an amendment to the ordinance that will be more compatible with

different scenarios. Further discussion continued among the Board members as they took various aspects into account. The Board came to the decision that they would allow Mr. Harris to install an on-lot sewage disposal system and directed Fred to work on amending the Ordinance. Mr. Harris will not need to wait for the Ordinance amendment. He may continue to obtain the necessary permits right away.

MOTION: Motion was made and seconded to give Greg Harris an exception from the ordinance stating one must hook up to public sewer if less than 500 feet away. He will be permitted to install an on-lot sewage disposal system. Motion approved.

Chair Heisey asked for a motion to approve the January minutes.

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

Chair Heisey 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 – Fred Wolf

- Solicitors Report
 - Landmark Builders
 - Landmark would like to develop a lot in Briar Lake (which was originally two lots) but are unsure how to connect to public sewer at that location.
 - This past summer, letters were sent to the owners of lots (including the vacant lots) along 8th Avenue. The letter stated the township would be paving 8th Avenue and with that a 5-year moratorium preventing anyone from digging up the street would take effect. Landmark did take advantage of this and installed the water line to the lot. They did not connect to the public sewer lines at that time.
 - The Authority does have a sewer line and an easement along the driveway for the Christian Academy. However, the driveway is leased to the Christian Academy and is owned by the Briar Lake Homeowner Association. Landmark would need an agreement with Briar Lake to cross their land as the easement does not connect to the vacant lot. The Homeowner Association for Briar Lake is requesting \$10,000.00 from Landmark to allow them to cross their strip of land.
 - Landmark is requesting the Authority permission to put in an on-lot sewage system or to tie into the lines within 8th Avenue, which was just paved. Another option, if Mr. Brensinger is recalling this correctly, would be to use the land that was dedicated to the Christian Academy and hook into their lateral. If the Academy would agree, they could place a manhole on top of the lateral and tie into it.
 - Further discussion of the various possibilities occurred. The Board agrees that this problem is between Landmark and the Briar Lake Homeowner Association and that they shouldn't get involved.

- 2111 W. Maple Street- Nielson property
 - The pre-construction meeting was held. We do have the permit from the state. Mr. Nielson also has obtained the sewer permit from the Township. Potential start date is February 14th.
- Lincoln Mobile Home Park
 - David Brightbill attended the meeting last month. He proposed that he deal directly with the City of Lebanon Water Authority since all his sewer goes directly to the City's lines. He was given the go ahead to talk to the City about his proposal. There are similar billing situations like this in the township already. An agreement was signed to continue the February bill and the May bill as usual until an agreement is figured out between the City and David Brightbill. Jon Beers (from the City of Lebanon Authority) is requiring a new master meter be installed at the park. Once this is complete, the City will take over the billing.
 - It was reported that there are currently three North Lebanon Township properties attached to Brightbill's line. Fred would like the agreement to include the allowance of other residents in that area the option to connect to Brightbill's line if the need would arise. Those lots would need to comply with the same tapping fee process through the Township and would be Township customers.
 - After the City starts billing the mobile home park, our existing agreement with David Brightbill will be terminated.

MOTION: Motion was made and seconded to accept the agreement between the Authority and Mr. Brightbill. Motion approved.

ENGINEERS' REPORT – Scott Rights

- Tapping Fee Study
 - The last study was completed in 2004. The tapping fee refers to the Authority's equity in the system divided by the design capacity of the system. This results in the dollar per gallon figure. Then the dollar per gallon figure is multiplied by the definition of an EDU (235 gallons per EDU per day). This is how the \$3,100 fee was developed.
 - The City has redone their formula and they consider an EDU to be 220 gallons per EDU. If we decide to reduce our gallons per EDU to 220 to match the City, our dollars per gallon would need to increase to be consistent with the current \$3,100 fee.
 - There was further discussion regarding changing the gallons per EDU in our system to match the City of Lebanon, 220 gallons per EDU. The Board is in favor of keeping the fee the same for the tapping fees rather than increasing them.
 - Scott will take some time before the next meeting to evaluate the numbers and gather some more information on this topic.
- Crossings at Sweet Briar
 - The developer has submitted a request for a bond reduction. The bond is combined with the township and authority improvements. On the sanitary side, everything is done but not everything has been tested. Landmark must vacuum test two manholes and submit the as-built drawings. They are asking for a 100% bond reduction on the sanitary portion of the bond. Landmark must complete the testing and finish all the requirements before the Board will consider this.

MOTION: Motion was made and seconded to release the bond if all the work is completed to the satisfaction of Scott Rights, Engineer. Motion approved.

- Pertinent Issues
 - Mr. Brensinger mentioned a similar situation happened with Homestead Acres where the requirements were not met, as-built drawings were not submitted, and later as homes were being built and needed to connect, they were not able to find the laterals. Gerald Musser had called out Ed's crew to find the approximate area with the video camera. The Board all agreed to bill for the labor.
 - The work with Mr. Rehab and the 8-inch pipe has been completed. The total cost they are requesting is \$231,979.15. The actual cost was a bit higher than the projected cost due to a misreading of footage with one of the roads.

MOTION: Motion was made and seconded that Mr. Rehab be paid for the 8-inch lines at the cost of \$231,979.15. Motion approved.

ADMINISTRATIVE REPORT – Lori Books

- Motion to approve Resolution #1-2018
 - At last month's meeting, Lori was asked to add a bit more detail to the fee schedule. The edits were made, and she is seeking the Board's approval.

MOTION: Motion was made and seconded to approve Resolution #1-2018, the fee schedule for 2018, with an understanding that a change will be coming for the camera usage. Motion approved.

- Motion to approve PA Natural Chicks Agreement for additional EDU's
 - Lori has been in touch with the owner and he has signed the agreement and paid for the 5 additional EDU's.

NOTION: Motion was made and seconded to accept the agreement with PA Natural Chicks to purchase 5 additional EDU's. Motion approved.

- Bar code scanning
 - Due to the stormwater fee being introduced to the Township, Lori and Cheri thought it would be beneficial to add a bar code onto the bills. The bar code will be found on both the sewer bills and the stormwater bills to help keep the payments separate when bringing up accounts. The addition of the bar code did not come with any extra cost from MuniBilling. Lori did purchase a bar code scanner through Amazon to start to process.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

- January Activity Report
 - The Orange Lane pump station is only running on one pump at the moment. Tommy noticed some higher run numbers on the pump and it did fail. They have one on

order for about \$6,000. After this situation, the Board discussed having a back-up for all the pump stations. Once the new pump arrives, another will be ordered as back-up.

- Tony and Tommy have been helping out a bit more with all the weather conditions that have come our way.
- Lori sent out an email about the warranty on the Water Street generator. Three out of the five members responded that they were on board with the idea. Ed ordered the generator with the 5-year warranty because the majority said yes.
- The new shed has been finished in the yard waste facility.
- The 1Mark has been going well. This is for the PA one calls. Ed showed the Board how the app works. The Board agreed to continue using 1Mark for this year, asking the Supervisors to split the costs 80/20 since this is also used for marking storm water facilities.

MOTION: Motion was made and seconded to keep 1Mark for the remainder of the year, splitting the cost with the Township, and it will be reevaluated next year. Motion approved.

- Ed ordered the new truck but had an afterthought. His request is to get a bumper crane for it. The cost would be \$6,700. The Board tabled making a decision, so they could get Tod's input. They also requested Ed to get a quote if our mechanic would install the crane rather than the supplier.

ATTORNEY REPORT- Amy Leonard

Delinquent Sewer – Updates – 1201 Sandhill Road has already been foreclosed and there was a payoff request. #13 and #14 are in good shape with their payment plans. 14 Aspen Way and 1304 Sandhill Road are both on the sheriff's sale list. 230 Perry Street was purchased in October and the portion owed was paid in full to the Authority. The lien is still on the property because attorney fees were not paid. There was a payoff request for this property as well. #19 has a filed claim on the property and Amy will receive a notice if it ends up on the sheriff's sale listing.

Additional Comments and Questions

With no more business for the good of the Authority, the meeting was adjourned at 8:50 p.m.

Respectfully Submitted,

Molly Finley
Recording Secretary