

Minutes
North Lebanon Township Municipal Authority
February 14, 2019

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, February 14, 2019 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 |
| Frederick Wolf | Solicitor, Henry and Beaver, LLP |
| Scott Rights | Engineer, Steckbeck Engineering |
| Lori Books | Assistant Township Manager |
| Edward Brensinger | Roadmaster/Supervisor |
| Amy Leonard, Esq. | Henry and Beaver, LLP |
| Absent: | Gary Heisey |

William McMichael, resident of 811 Kimmerlings Road, was also in attendance.

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

COMMENTS FROM THE PUBLIC:

There were no comments from the public.

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

MOTION: Motion was made and seconded to approve the January 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 – Fred Wolf

Water Loan Interest Rate – Fred reminded the Authority the water loan interest rate is going to increase in 2024 from 2.6% to 4.25%. Fred stated that Tod raised an important question about paying \$100,000 additional principle payment on the debt. When the interest rate increases to 4.25% will the payment amount increase, and should the

amount extra being paid on the principle be set aside to cover the increase rather than paying down the debt? Lori provided the debt payment schedule to each member which shows the principal payment in 2023 will be \$101,000.00, and the following year when the interest rate jumps the principal payment will be \$76,000.00. So even though the interest rate is increasing, the payment due is not because the bank lowered the amount being credited to principal to offset the increase in interest, basically keeping the payment amount consistent throughout the length of the loan. The last payment is scheduled for 2035. Fred explained with the extra payments the Authority has been making, we will have the loan paid off before then.

Orange Lane Pump Station – Scott provided the descriptions to Fred so he can prepare the agreement. Scott addressed some issues he saw within the agreement with Fred. There are some trees on Mr. Santana’s property within the Township right-of-way. The agreement will include that those trees will be removed as a part of this process. The agreement also mentions the wall that Mr. Santana has within the right-of-way and specifies that there is no intention to remove it. But if there is any damage, the property owner will be responsible for repairs. Fred should have the agreement ready for the next meeting.

There is also some stormwater work the Township is planning on performing on Mr. Santana’s property. That work will be covered in a separate agreement between Mr. Santana and the Township. Fred and Ed got together to work on the agreement. A copy will be provided to Ed and Scott tomorrow for review.

ENGINEERS’ REPORT – Scott Rights

Musser Tract – Last month the Board discussed having Gerald Musser put money into escrow for upgrades needed because his request for 38 EDU’s would take the N. 8th Avenue Pump Station over the design capacity. The Authority already has committed EDU’s to the Crossings of Sweet Briar and a few others. Scott pulled some information together to see what it would cost in order to increase the capacity of the pump station. He told Mr. Musser the Authority would expect him to pay for the upgrades in order to grant his request, by putting the amount necessary into an escrow account. Right now, the pump station is only running at about 50% capacity. It may take about 10 years until we reach full capacity and the upgrades would be needed. Scott believes placing the money in escrow is the best route to take. One issue they may run into would be any inflation in cost over the next 10 years. Scott explained the goal of the upgrade would be to totally max out the pump station. There is currently a capacity of 542 EDU’s within the pump station, and these changes would increase capacity to 673 EDU’s. Scott’s thought is that in 10 years, the problem the Authority might be facing would be replacing the

actual pumps, not just upgrading them. Mr. Musser has already agreed to paying for the pump upgrades. The Board agreed that they will require an escrow to cover the upgrades needed in the future.

ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books

Resolution #1-2019 – Last month the Board reviewed the draft of Resolution #1-2019 which contains the fee schedule for 2019. Lori has gone through and made all the final changes and is now asking for approval from the Authority. Tod had a question on the cost of a saddle. Ed said it does vary depending on the type of line that the resident is connecting to. Scott agreed the Township fee is a fair price.

MOTION: Motion was made and seconded to approve Resolution #1-2019. Motion approved.

Resolution #2-2019 – Lori added one sentence to the Sewer Billing and Payment Policy. The sentence was highlighted in red for the Board to see – No checks are accepted after a property has been posted for water termination, we will only accept cash or a money order.

MOTION: Motion was made and seconded to approve Resolution #2-2019. Motion approved.

Special Purpose Tapping Fee – At the end of each year, Lori reviews the status of the Special Purpose Tapping Fees with the Authority. There are currently 3 active tapping fees – Water Street, Long Lane, and N. 8th Avenue. The expenses cover what it cost us to complete the project, revenues are listed year-to-date, and in parenthesis Lori provided the 2018 revenue received.

Water Loan – The bank statement Lori received at the end of the year showed a balance of \$216,696.00 in the account. This account is strictly used to pay on the debt, so Lori is asking the Board for permission to put an extra \$100,000.00 on the loan as additional principal. This would still leave the Authority with \$116,696.00, which is enough to cover the Spring interest and the Fall principle payment.

MOTION: Motion was made and seconded to grant permission for Lori to pay an additional \$100,000.00 on the Water Loan. Motion approved.

Pertinent Issues – Lori received a subdivision plan for Scott and Linda Artz on Water Street. They plan to create a new lot and would like to connect to the public sewer. The resident is requesting 1 EDU.

MOTION: Motion was made and seconded to approve the capacity of 1 EDU for the lot subdivision request from Scott and Linda Artz on Water Street. Motion approved.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

January Activity Report – Each member has a copy of Tommy’s report. The only item not included on the report would be the new truck details. The Board approved purchasing a new service truck even though it was not budgeted. Tommy, Tony, and Ed worked out all the details and ordered the chassis, truck upfit, and the crane. Ed is not expecting it before the end of the year.

In addition to what Tommy had listed, the crew was cleaning trucks and working on some building maintenance. Tommy and Dave Leid were working in the front lobby where the skylights were eliminated to finish the interior and install some light fixtures. The main office walls were painted while all desks had been moved out for the new flooring.

Dawn questioned the push camera that we borrowed from South Lebanon and asked if they had charged us. Ed said to his knowledge they had not. The Township had done some leaf collection for South Lebanon earlier and they considered it as doing favors for each other.

ATTORNEY REPORT- Amy Leonard

Delinquent Sewer Updates – #10 has been paid in full and will be removed from the list. #16 was sold at the December Judicial Sale and after following up with Tax Claims there was not enough funds to trickle down to pay the delinquent sewer. Amy is going to take it off the list as well. The Township received an active bankruptcy notice for #17 so it will be on hold for a while. The property cannot go to Sheriff Sale if the bankruptcy has been actively filed. This typically ends in a foreclosure. #18 was sold at Sheriff Sale on Tuesday to an investment company. There is a lien on the property and if Amy does not receive a request for payoff, she will be seeking out the new buyers. There is no new information on #15 or #19. The Board discussed moving forward with Sheriff Sale for #15.

MOTION: Motion was made and seconded to authorize Amy to move forward on #15. Motion approved.

Amy has been in touch with the bank regarding #9 and there has been no movement. This is an account where they pay sporadically, not consistently, and has been delinquent for quite some time.

MOTION: Motion was made and seconded to authorize Amy moving forward on #9. Motion approved.

With no more business for the good of the Authority the meeting was adjourned at 7:54 p.m.

Respectfully Submitted,

Molly Finley
Recording Secretary