

Minutes
North Lebanon Township Municipal Authority
April 11, 2019

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, April 11, 2019 at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following Board members present:

Gary Heisey	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:	Dawn Hawkins

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

COMMENTS FROM THE PUBLIC

Michael Vind and William McMichael were both in attendance. There were no comments from the public.

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

MOTION: Motion was made and seconded to approve the March 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

Refinancing – Michael Vind came before the board, as financial advisor for the Authority, with a few options regarding the current loans held by the Authority. The Board had refinanced in 2002, 2009 and 2015. He came to discuss the benefits of potentially refinancing again in 2019. The new proposal showed the savings the Authority would achieve if refinanced back to a Municipal Bond. With the 2015 refinancing from a Municipal Bond to a traditional bank loan, the Board is now able to apply extra money towards the principal. Lori stated the Municipal Authority has been putting extra money on the debt when available which has

already cut 2 to 3 years off the loan. The Municipal Bond locks in an interest rate but does not allow extra payments on principal without penalties during the first 5 years. Michael explained the paperwork he drew up showing the Board the savings they would receive every year over the life of the bonds if they would choose to refinance now. Lori asked what the interest rate would be as it is not shown anywhere on the paperwork he handed out. Mr. Vind replied the locked in interest rate would be a little under 3%. Lori informed him our current interest rate for the sewer loan is 2.33% and does not increase until 2023. It was expressed by the Board that the Authority likes the flexibility of being able to apply extra money on the loan when they can. Over the next few years, multiple developments will be in the works and tapping fees will be collected which will allow extra payments to be made on the loan. If the Board refinances back to a Municipal Bond, they will not be able to continue to pay down the debt. Michael said they could structure the bond to include the extra \$100,000.00 so it can be paid as scheduled. The only concern with that is once the developments wrap up, those tapping fees won't be coming in as frequently and the Authority may not have enough money for the higher payments. The Board prefers the flexibility of a traditional bank loan where they have the option to pay extra when they have it and not be locked in to a higher payment. The Board agreed to stick with the traditional bank loan and to look into restructuring the loan to lock in a fixed rate for a longer period. That way they continue to have the flexibility to pay extra on the loan without receiving penalties. Lori is going to email the updated balances and interest rates to Michael so he can refigure his documents.

Orange Lane Pump Station – The Authority has been working on an agreement to obtain two rights-of-ways on neighboring properties so if in the future they decide to eliminate the Orange Street Pump Station the agreements and rights-of-ways would already be in place. The Authority needs an agreement between the Authority, Mr. Santana, and Mr. Bare to acquire easements through their properties. There is a separate agreement between the Township and Mr. Santana to fix a stormwater issue. Both agreements have been completed and we are now at the point where Ed can approach the two men with copies of the final version for their comments and signature.

Crossings at Sweetbriar, Phase 1 – Landmark is ready to dedicate the water lines within Phase 1 of the Crossings to the Municipal Authority. The as-builts have been received by CoLA, Steckbeck and Lori. The City of Lebanon Authority inspected the lines as they were being built to verify the lines met their specifications. When the NLTMA pays off the water debt loan, the lines will be dedicated from the Authority to CoLA. All residential lots in Phase 1 have been paid. The two remaining commercial lots must still pay all applicable tapping and capacity fees. The agreement with Landmark for Phase 2 states they must pay the tapping fees and connection fees to both NLTMA and CoLA as required at the time of permit application.

MOTION: Motion was made and seconded to accept the agreement between the Authority and Landmark for the dedication of the water lines in Phase 1 of the Crossings. Motion approved.

ENGINEERS' REPORT – Scott Rights

Project Oak Land Development Plan – Scott provided comments on the initial plan. They need to make some major changes to their design.

Toyota Bennett Land Development Plan – Scott provided several comments on this plan. Once those comments are addressed, Toyota Bennett will need to re-submit the plans to the Township and the Authority. It is still unknown at this point if the road (Bellview Road) going back between the properties is a right-of-way, an alley, or currently owned by the Township. A portion of this roadway is unopened. There was no documentation found acknowledging the Township has vacated all rights. Bennett plans to install stormwater facilities on this unopened road which would benefit both North Lebanon Township and North Cornwall Township as this area has a history of flooding during high rain events.

ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books

Scott & Linda Artz Plan – The Authority had previously approved the Artz subdivision plan and the exemption. Mr. & Mrs. Artz have signed and paid for the sewer capacity agreement for one EDU. Lori is asking the Board to approve the capacity agreement.

MOTION: Motion was made and seconded to approve the sewer capacity agreement for Scott & Linda Artz. Motion approved.

Pertinent Issues – Lori has been monitoring the water usage at Lebanon Valley Cold Storage. The City has given them a deduct meter. Chuck, from CoLA, does not think this will make much of a difference. CoLA will be monitoring their water usage for the next two quarters. Whatever numbers the City reads will determine the additional capacity Lebanon Valley Cold Storage will need to purchase. Lori is going to follow suit and charge them the same amount of additional capacity for the sewer.

Last week the Township received a call from Lebanon Valley Cold Storage regarding a sewer backup. Ed, Tommy, and Lori went to investigate the situation. It was determined the workers were flushing paper towels and rags down the pipes. This caused the pumps to jam and lock which we believe caused the backup, in addition to the grease built up within the tanks. Ed explained to the Board that back when the building was under construction, Tom Kissinger had been in contact with them trying to get them to provide us with notification as to when they would clean out their grease trap tanks. Tony and Lori have continued asking for a pumping and cleaning schedule. To date they have not received any notices as to when the pumpings will take place. There were a few invoices provided to Lori which showed they were having the tanks pumped, however pictures taken of the traps show that what is being done is inadequate. Tommy spoke with the general manager and explained this is one of the reasons the Authority needs to be involved with the pumping and cleanings to ensure they are being done correctly. Lori immediately sent a letter and an email out and within 10 minutes she received a phone call from Pete, the facilities manager. He informed her they had been using Valley Proteins to pump out the grease tanks. Tom noted this was the same company hired by Walmart years ago and they too had frequent issues because the cleanings were not properly done. A new company has now been hired by Cold Storage. Lori stated that Pete told her the new company was out to pump and clean the tanks and vacuum the ground surface where the spills had occurred. After the area was cleaned up, they taped off the contaminated areas and spread lime around. Pete also told her they will no longer

be using paper towels and will be installing hand dryers on Monday. Lori informed Pete that if they do not start notifying the Authority when the regular pumping and cleanings will take place (date and time), there will be consequences and possibly fines next time. It was agreed the tanks will be pumped and cleaned quarterly, and they will be in contact with Tony so he can witness the pumping and cleanings. No one from the Authority had gone inside the building to see if anything backed up in the facility.

Brian asked for an update on Project Oak. Ed informed the Board there is an issue with an easement (Charlotte Street) which goes through the property. This easement is a private right-of-way lane which leads back to one property within the business park. Negotiations have been going back and forth. The developers of Project Oak may need to relocate the project due to the conflict. If this project does go through, truck traffic will increase drastically.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

March Activity Report – Tommy prepared the monthly report for the Board. It was noted that the 6" force main air release valve on Water Street failed. The valve was replaced with our spare valve and we had the original rebuilt. We always keep a spare on the shelf for this reason.

USG – Manhole Grouting Proposal – Ed mentioned we have some manholes which are leaking or have been noted to be problematic throughout the Township. Two major leaks have been located. One at the wet well at the Kochenderfer Pump Station and another at the triangle lot between Route 72 and Ebenezer Road. The crew has been checking several manholes to see if they can find any other leaks. We have had issues on Lake Drive with grease building up and a blockage on Beta Avenue due to the manhole having a very rough channel. Ed was in contact with USG and they provided a proposal to grout the various manholes. USG has a minimum number of hours they charge, so finding other issues before they begin working would be beneficial for the Township. The Board agrees with the proposal from USG and thinks their work will improve the flows.

The Wastewater crew has been out videoing the sewer lines and discovered an 8-inch mainline on Water Street was cracked and leaking groundwater into the system. This may have played a role as to why the water flows were so high at the Water Street Pump Station. It appeared that when they tightened the bands around the pipe or drilled the hole for the lateral connection, they cracked the mainline. Ed spoke with USG about doing a spot repair, but they said they would not be able to fix it, they would need to sub it out. The crack falls right at an intersection of pipes, and you run the risk of it leaking there. Tommy and Ed discussed the matter and decided to complete the work in house when the weather and groundwater improve.

Pertinent Issues – Brian asked about the backups on Beta Avenue. Ed already contacted USG about the issue, and they were going to get him a price. Another option would be to check with Abel Recon, who had previously done work for the Authority. They have a process to line the channel to get rid of rough spots within the channel. Fixing the rough spots will prevent, or reduce, the amount of grease that is getting caught and causing the backups. Ed will work on getting a price from Abel Recon to compare and determine

which would be better.

ATTORNEY REPORT- Amy Leonard

Delinquent Sewer – Updates – Amy did not have anything new to report to the Board. If there were any accounts they wanted to discuss, she recommended they go into Executive Session.

Additional Comments and Questions

With no more business for the good of the Authority, the meeting was adjourned at 8:07 p.m.

Respectfully Submitted,

Molly Finley
Recording Secretary