

**Minutes**  
**North Lebanon Township Municipal Authority**  
**August 8, 2019**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, August 8, 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
Scott Rights	Engineer-Steckbeck Engineering
Lori Books	Assistant Township Manager
Amy Leonard, Esq.	Henry and Beaver, LLP

Absent:	Gary Heisey
	Rodney Lilley
	Ed Brensinger
	Fred Wolf

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 as there was no public in attendance.

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

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

**SOLICITOR'S REPORT – Fred Wolf presented by Amy Leonard**

Orange Lane Pump Station – This project will be tabled until a proposal is submitted to the Authority. Scott ran into the engineer for the Bare Tract who mentioned they have started looking at where they would provide utilities on the property. The site plan is put together, but they are not at a place where they would release it. Scott explained the work the Authority had done and is going to email them the easements.

650 Weavertown Road – There is a proposed subdivision of 500 Weavertown Road to create a single-family residential lot on the divided parcel. Lori and Amy worked on putting together the Capacity Agreement, Developer’s Agreement, and the Indemnification Agreement in relation to the HOP Agreement as they will need to bore and cut Weavertown Road. Amy would like the Authority to get in the routine of creating the Indemnification Agreements because the Authority must be the applicant for the HOP but should not be responsible for any potential issues or costs. Lori told the Board she received updated plans this afternoon with a request hoping to get approval at tonight’s meeting. Lori has not received any other signed agreements or payments and therefore is not ready to advise approval of these plans. Lori mentioned that Ed recently relayed to her the possibility of a different sewer connection point for this plan. Our line within Weavertown Road has been recently slip lined. Ed and Tommy both thought this new home could connect into the manhole right in front of the proposed house which would avoid cutting into the new plastic lining. The Authority will wait to approve the plans until the final plans are submitted.

**ENGINEERS’ REPORT – Scott Rights**

No new updates.

**ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books**

Project Oak – Lori has issued the Strong Waste Permit to the developers.

Toyota Bennett – Scott reviewed their Strong Waste Permit application and had several comments. Lori sent those comments back to Bennett but has not heard from them since.

Sandhill/Beta Escrow – Brooke LP had an escrow of \$5,000.00 for work they were doing on two lots, one on Beta Avenue and one on Sandhill Road. Both projects have been completed and a request came in to refund the remaining balance. Lori checked with Scott and Fred to make sure all their invoices were paid. Ed and Tommy both checked out the sewer and gave the go ahead. The remaining balance is \$3,447.50.

**MOTION: Motion was made and seconded to refund the remaining escrow balance of \$3,447.50 to Brooke LP. Motion approved.**

Kimmerlings Road Survey – Lori emailed all members a draft of the survey and letter she created for the Kimmerlings Road sewer expansion study. She also created an excel spreadsheet of the properties who will be receiving this survey. Out of the 13 properties, only 2 had installed a new system within the last 5 years. More than half of the systems are about 30-50+ years old. Lori pulled different questions from samples on DEP’s website. The survey asks for the number of bedrooms and the number of people living in the home to compare with their size septic tank. A few of the members thought that asking about their bedrooms may be too invasive. Lori will remove that question as she has already gathered a good bit of info from the property file. Amy mentioned the letter should state if they do connect to public sewer, they will have a quarterly bill from here on out. Lori will make the necessary changes and mail the surveys out.

Pertinent Issues – Next month (September) the Authority's principle payment on the water and sewer loans are due. Lori reviewed the financial reports and all the tapping fees that came in this year. She would like to include an extra payment on principle with the regularly scheduled payment. The regular payment for the sewer loan is \$643,000.00. Lori would like to include the extra \$100,000.00 the Authority has already planned to pay as well as an additional \$140,000.00 from the tapping fees. That would total \$240,000.00 extra that the Authority would pay on the principle of the sewer loan.

**MOTION: Motion was made and seconded to put an additional \$240,000.00 on the sewer loan principle in September. Motion approved.**

The principle payment of \$90,000.00 is due for the water loan in September. Lori would like to add an additional \$45,000.00 as extra on the principal from tapping fees that came in.

**MOTION: Motion was made and seconded to put an additional \$45,000.00 on the water loan principle in September. Motion approved.**

**WASTEWATER DEPARTMENT REPORT – Ed Brensinger presented by Lori Books**

July Activity Report – Each member was given a copy of Tommy's report.

Brian asked for clarification as to what an emergency call meant during work hours. Lori explained it could be anything. For example, a broken pipe needs repaired, and the contractor must make a one call to locate all utilities in the area. It just creates a quicker response time to fix the issue.

Now that all the riser rings have been installed, Dawn asked if Narrows Drive is now without issue. Lori explained Ed told her the job is done but not complete. Ed was not thrilled with the work that was done. There are a lot of corrections that need to be made. Ed is meeting with Pennsy Supply next week to go over the outstanding issues that need to be repaired.

Tod had a question for Scott. He had been walking the new section of the Rail Trail and noticed the manholes had been bolted down. He had never seen this before and was curious if that was normal. Scott said it may just be for safety purposes, to avoid people from popping them open.

**ATTORNEY REPORT- Amy Leonard**

Delinquent Sewer Updates – Most properties are looking good. #6 and #17 are both on the tax upset list for September. #17 seems to have interest and has a good chance of being bought at the sale. #6 has a mortgage with a local bank and will most likely get bailed out.

Mapledale Estates – There has been a plan submitted for a 38-lot development behind Briar Lake, off East Maple Street. The sanitary sewer connection is proposed to connect via the manhole in Lantern Drive. However, the streets in Briar Lake are private streets

owned by their HOA. The Authority owns the sewer lines and has an agreement granting the Authority an easement to maintain, repair, extend said sewer lines. It was discovered that the developer of Briar Lake should have been made responsible to extend the sewer to the edge of their property, but that did not happen. Therefore, the Authority must now make that extension from Lantern Drive out to Maple Street. Amy and Scott have had multiple conversations and have come up with their two best solutions. One option, as stated in the Municipality Authorities Act, would be to extend the public sewer line ourselves. The section is so small, it would be possible for us to do the work ourselves. Amy and Scott need to discuss this option with Ed to get his input. Option 2 would be for the Authority to get estimates from different contractors, choose who would complete the work, and pay them ourselves. The Authority could then ask Musser to make a monetary contribution towards the sewer extension because it would benefit his development. Lori mentioned there is a meeting scheduled with County Planning, Gerald Musser and his engineer, and the Township next Thursday. There are several issues that need to be worked out including stormwater easements and the required minimum lot size.

Brian asked why the Township would approve one large stormwater basin on a single lot that each lot drains into instead of having a smaller stormwater basin on each property. He asked if the Township would maintain the stormwater basin. Scott told him this isn't possible because the money collected from the MS-4 fee is strictly for public stormwater facilities, not privately owned. In the beginning, the Township was given several options regarding maintaining stormwater facilities, which included only public or both private and public facilities. The Township decided to only maintain public facilities for a couple of reasons. It would have created a much larger fee per property, and we do not have the authority to go onto private land without having easements and agreements in place.

Pertinent Issues – Project Oak was brought up. There is a lot of work being done already at the site. Have they gotten permission to start? Scott replied that nothing has changed with the sewer design and nothing has changed with the placement of the building. They can move dirt without final approval at their own risk. The issue lies with their stormwater management. Cleona would like to redirect the outlet. This will involve conversation between Cleona, North Lebanon, and the County. If the plans change, the Authority will then need to review the revised plans.

**Additional Comments and Questions**

**MOTION: Motion was made and seconded to adjourn the meeting. Motion approved.**

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

Respectfully Submitted,

Molly Lum  
Recording Secretary