

Minutes
North Lebanon Township Municipal Authority
November 14, 2019

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, November 14, 2019 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 |
| Tod Dissinger | Treasurer |
| Brian Hartman | Secretary |
| Rodney Lilley | Assistant Secretary/Assistant Treasurer |
| Scott Rights | Engineer, Steckbeck Engineering |
| Lori Books | Assistant Township Manager |
| Ed Brensinger | Roadmaster/Supervisor |
| Amy Leonard, Esq. | Henry and Beaver, LLP |
| Absent: | Fred Wolf |

Molly Lum, Sewer Billing Clerk, and William McMichael were also in attendance.

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

COMMENTS FROM THE PUBLIC

There were no comments from the public.

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

Rodney made a comment on page 4. During the discussion with the IT equipment he would like to simplify the sentence by stating the split screens would be "for additional viewing" instead of going into all the details.

MOTION: Motion was made and seconded to approve the October minutes with the suggested changes. 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 the invoices and requisitions for payment all subject to audit. Motion approved.

SOLICITOR'S REPORT – Fred Wolf presented by Amy Leonard

Mapledale – Last month the Authority directed Scott to reach out to Gerald Musser to request a quote for the extension of the public sewer from Lantern Drive to Maple Street from his contractor. Scott contacted Mr. Musser and explained that the Authority would like

to obtain a quote from his contractor for the sewer extension the Authority must complete in order to serve his proposed development. Gerald informed Scott that it would be a while until he selected this person. He is anticipating another two weeks. Scott will also contact SLH and Woodland Contractors for the additional quotes needed to meet the bidding requirements.

ENGINEERS’ REPORT – Scott Rights

IVC Subdivision – Plans were resubmitted addressing all the Authority’s comments. The developer will be required to install a grinder pump. The sewer easement was granted through the front portion of the property as both lots are owned by the same gentleman. The lateral will be privately owned. Ed and the Wastewater crew will go out and make the new tap, but no new lines will be dedicated to the Authority. The Board of Supervisors are scheduled to approve the plans on Monday but need the Authority to do so first.

MOTION: Motion was made and seconded to approve the IVC Subdivision sewer design submitted by Matthew and Hockley. Motion approved.

ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books

IVC Subdivision – Lori is asking for the Authority Board member’s approval of the Sewage Planning Module Exemption for one EDU. It has been signed, the fees have been paid and is ready for approval.

MOTION: Motion was made and seconded to approve the Sewage Planning Module Exemption for IVC. Motion approved.

Lori is also asking for approval of the Capacity Agreement. Again, all signatures have been obtained, the fees have been paid and the agreement is ready for the Authority Board member’s approval.

MOTION: Motion was made and seconded to approve the Capacity Agreement. Motion approved.

The Developer’s Agreement is also signed, paid for and ready for the Authority Board member’s approval.

MOTION: Motion was made and seconded to approve the Developer’s Agreement. Motion approved.

Fee Resolution – The members had asked Lori at last month’s meeting to revise the current fee resolution regarding the tapping fee discount and mandatory reimbursement for developers who install sewer lines and subsequently dedicate those lines to the Authority. Lori made the necessary revisions and reviewed the changes with the Board members. On page 6 Lori switched the designated signer for planning modules. DEP regulations specifically state: “since planning is a municipal responsibility, sewer authorities involved should make the required information available, but should NOT sign the planning module as the authorized municipal official”. Those who may sign would be the Township Manager,

the Assistant Township Manager, or the Chairman of the Board of Supervisors.

On page 8 Lori removed the discount wording and inserted the reimbursement language directly from the Municipalities Authorities Act. The revisions have been reviewed by Amy. The reimbursement is provided to developers for any connections to the sewer lines from homes outside of the proposed development within 10 years, for which the sewer lines were installed at the developer's expense and then dedicated to the Authority.

MOTION: Motion was made and seconded to approve Resolution 4-2019. Motion approved.

Reimbursement Agreement – Lori provided each member with a copy of the reimbursement agreement for review. Again, the language came from the Municipalities Authorities Act. It states that any EDU's connected to the line outside of the development that the developer paid for is entitled to be reimbursed 95% of the tapping fees. The Authority keeps 5% of the fees for administration costs.

Pertinent Issues – The old sewer truck was listed on Municibid and ended with a high bid of \$27,100.00. Lori is asking the Authority Board members for a motion to accept the bid. Ed agreed this is a good amount to recover as the mechanic made it clear to him that the head gasket was going to go sooner rather than later.

MOTION: Motion was made and seconded to accept the bid of \$27,100.00 for the 2007 Ford F550 Super duty. Motion approved.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

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

Everyone was already briefed on the I&I issues that Tommy has found. Lori sent letters to those homeowners and is working with Tommy to help correct this problem.

USG was scheduled to work on 3 of the Township manholes and that work is now complete. Ed hasn't checked them out as he has been off, but he will check with Tommy and Tony.

Ed reached out to AC Schultze about doing some work at the Hill Street pump station. The pipes are very rusted and need some work. The quote Ed received is a time and material quote which is too vague. The amount of time for the work is all estimated. Once Ed gets back to work, he will make it a point to get more details about the project.

Tony reported to Ed that he visited the property on 7th Street with the potential of sewage back-up and everything seemed to be fine. He is unsure if the line was fixed or they are just attempting to pump more regularly. They will continue to monitor the property.

Gary mentioned the manhole issue on Long Lane. A resident had complained to Gary about the placement being right in the drive line and to avoid them you either drive into the tree line or reroute yourself in the other lane. Ed said they could put cold patch around the top

of the manhole which will decrease the large bump when going over top.

ATTORNEY REPORT- Amy Leonard

Delinquent Sewer Updates – Amy does not have anything new for the Authority Board members.

Additional Comments and Questions

Dawn asked Lori when the adjustments to the budget from tonight will be finalized. Lori said she will have everything completed for next month's meeting to receive final approval. The cost of extending the sewer line after eliminating the Orange Lane pump station will be included although Lori anticipates the potential development of the Bare Tract to pay a portion. Lori will leave the \$5,000.00 figure in for the generator warranty with hopes that it will come in less. Ed directed Lori to budget an additional \$4,000.00 for the concrete pad and any fencing replacement they may need to make at Rockwood.

Ed would like to publicly thank the Authority Board for all the work they have done for the Township and the improvements they have made over the years.

Tod would also like to thank Lori for everything she has done the past few years. Things have been dug into and made more efficient which has been a huge benefit to the Authority.

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 7:40 p.m.

Respectfully Submitted,

Molly Lum
Recording Secretary