

**Minutes**  
**North Lebanon Township Municipal Authority**  
**August 13, 2020**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, August 13, 2020 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
Amy Leonard	Henry and Beaver, LLP
Scott Rights	Engineer, Steckbeck Engineering
Lori Books	Assistant Township Manager
Ed Brensinger	Roadmaster/Supervisor

Molly Lum, Sewer Billing Clerk, and Kathleen Lilley, 1380 Twigg Ave, 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 July minutes.

The Board made one minor correction within the BSSF financial report section.

**MOTION: Motion was made and seconded to approve the July minutes with the changes mentioned above. 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 – Amy Leonard**

Rebecca Alley – The letter has been prepared and is ready to be mailed out. Scott finished the drawings that will be included with the letter. The picture provided to each member depicts the affected properties, where the sewer line lays, and where the ROW needs to be located. Rebecca Alley was found to be 15' wide, and the Municipal Authority is looking to obtain a 20' easement. This will result in 2.5' to 7.5' coming from the neighboring properties.

The sewer line is not in the center of the alley way. It falls 5' off one side, and 10' off the other. Any buildings in place within the easement will not be disrupted in any way. Gary reported that he has spoken with some of the neighbors, and they all gave a very positive reaction to the planned proposal. Letters will be mailed out with the attachments by next month's meeting.

### **ENGINEERS' REPORT – Scott Rights**

Stoever's Circle – No new updates. Scott is still waiting for plan resubmission.

Crossings Phase 3 – The construction of sanitary sewers began Tuesday. This work is expected to take 2-3 weeks.

Lantern Drive Sewer Extension – A preconstruction conference was held on Wednesday, July 15<sup>th</sup>, with the contractor, SLH, and representatives from Briar Lake HOA. Material shop drawings were submitted and approved. The start date has been delayed as the projected delivery date of these materials is in October.

Mapledale Estates Subdivision – The Authority took action to approve this plan in February. However, the plan is still pending due to some outstanding PADEP stormwater permitting issues.

Sewer Specs – Steckbeck continues to prepare the specifications. An initial set of drawing details were provided to Ed for review and comment.

Project TV (Bare Tract) – Preliminary Land Development Plans were submitted for a proposed 400,000+ square foot warehouse off Heilmandale Road. The Municipal Authority has taken past action to prepare for the possibility of someone developing this land and hopes to eliminate the Orange Lane pump station. Scott presented a picture of the plans highlighting the sanitary sewer layout. The contractor proposed using 6,000 gallons or less capacity prior to reducing the building size. The Municipal Authority is going to suggest an 8" line instead of the proposed 6" on the plans which will be helpful in the elimination of the Orange Lane pump station. The contractor will also be extending the CoLA water line to reach the new facility if approved. Gary asked what comments the Township has regarding this plan. Lori responded that she was at the Planning Commission meeting and the residents are concerned about stormwater runoff, increased truck traffic, air pollution, the potential decrease in value of their homes, among other things. Lori said the PC informed the residents that this property has been zoned Industrial since the beginning of zoning being incorporated and as long as the plans meet all of the requirements, the Township cannot deny approval of the plans. It was also noted that the developers are not requesting any variances or special exceptions to our requirements.

### **ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books**

Sewage Management Program – Lori gave the Board Members an update on the septic tank pumping. As of today, she has 298 properties that have not submitted their form and has received 421 completed forms. This brings compliance to about 60%. All Admin fees and forms are due September 30<sup>th</sup>.

Sewer Loan – Lori reminded the Authority Board Members that the principal payment and interest payment is due in September. The Board had previously committed to putting an additional \$100,000.00 on the principal every year for ten years. Lori and Cheri reviewed the financial reports and after some discussion thought it would be a good idea to put an additional \$450,000.00 on the principal. This amount was the net cash increase from the 2019 audit. The thought process is to pay down the debt since interest rates are so low right now. Tod asked Ed if anything in the near future would require an amount like this. Eliminating the Orange Lane pump station is the only thing that came to mind, and if that would happen, it may only occur the following year and cost approximately \$120,000.00. The Authority Board Members felt comfortable with the additional amount on the sewer loan.

**MOTION: Motion was made and seconded to authorize an additional \$450,000.00 to be placed on the sewer loan as additional principal with the regular September principal and interest payment. Motion approved.**

Water Loan – Lori presented the members with the option of placing an additional \$35,000 on the water loan as additional principal with the regular September principal and interest payment. She was going to suggest \$25,000.00, but the bank account balance came in higher than she expected. Lori mentioned there would still be enough money to cover the March interest payment.

**MOTION: Motion was made and seconded to authorize an additional \$35,000.00 to be placed on the water loan as additional principal with the regular September principal and interest payment. Motion approved.**

Pertinent Issues – Lori provided the Board with a profit and loss summary comparing 2019 to 2020. She reviewed the total income to date and reported we are only down about one percent compared to revenues from last year to date.

Lori is bringing a request from the Wastewater Crew Leader, Tommy Camasta, for a walk-behind leaf blower. He feels it would provide more productivity as it would be more powerful. After some discussion, the Authority members did not see this purchase to be necessary, as handheld leaf blowers are cheaper, do the job, and are available for anyone to grab easily within the shop. If a new handheld leaf blower would be requested, they would agree to follow through with that. The Board decided not to authorize the purchase the walk-behind leaf blower.

**WASTEWATER DEPARTMENT REPORT – Ed Brensinger**

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

There were 157 PA one calls. Two were emergencies during normal work hours. There were 4 new home connections to the sewer system. Tony had 5 grease trap inspections.

The Wastewater Crew assisted the Highway Dept with the 2020 paving project. They installed paving rings in all the manholes affected. Ed commented that they do their absolute best to create a smooth transition between blacktop and manholes. Some roads seem to work out well while others do not. If the manhole ends up being too low, we try to repair them the best we can.

The fence work was completed at the Rockwood pump station and the Hill Street pump station.

All discharge check valves were cleaned and lubed at Water Street, N 8<sup>th</sup> Avenue, and the Rockwood pump station.

The Water Street pump station has started losing prime. The discharge flap valve was torn causing the suction pipe to drain. The N 8<sup>th</sup> Ave pump station had the same problem with both pumps. Stringy material got wrapped around both flap valves. Both flap valves have been replaced.

Tommy mentioned to Ed about taking the sewage grinder (aka muffin monster) out of service at the N 8<sup>th</sup> Ave pump station. "Mop heads" continued to accumulate and clog the line. About a year ago, Tommy removed the muffin monster from the Rockwood pump station, and it seems to have resolved this issue. Recently, Ed did some research on the muffin monsters. When checking with other municipalities, he discovered there is a suggested maintenance program of which the NLTMA was not aware. The Wastewater crew is exceptionally good at maintaining and cleaning out the pump stations and wet wells, but don't do much of anything to the muffin monster. When taking a closer look at the muffin monster, Ed realized how dull the blades had become on the bottom portion. This would result in decreased effectiveness and would lead to the "mop heads." The resolution would be to switch out blades when they see fit, and after both sets have been used up, ship it out to get rebuilt. That is the course of action recommended from other municipalities as the muffin monster is quite beneficial to shredding up objects that are put in the sewer system that could severely damage the pumps. The Board would much rather replace/repair the blades on the muffin monster than have something major happen to the pumps.

Tommy is currently out on medical leave which started on August 4<sup>th</sup>. He is expected to be out between 4 and 6 weeks. Ed reported that all went well, and Tommy is working through the healing process.

### **Additional Comments and Questions**

At 8:04 p.m. Tod announced that he would like to go into Executive Session with the Authority Board Members and Solicitor Amy Leonard for a personnel matter. Everyone else was asked to leave.

The Authority Board Members reconvened at 8:36 p.m. There was no decision that needed to be made because of the Executive Session. With no more business for the good of the Authority, the meeting was adjourned at 8:37 p.m.

Respectfully Submitted,

Molly Lum  
Recording Secretary