

Minutes
North Lebanon Township Municipal Authority
September 10, 2020

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, September 10, 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
Heather Eggert	Henry and Beaver, LLP
Scott Rights	Engineer, Steckbeck Engineering
Lori Books	Assistant Township Manager
Ed Brensinger	Roadmaster/Supervisor

Molly Lum, Sewer Billing Clerk, was 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 August minutes.

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

SOLICITOR'S REPORT – Amy Leonard – Presented by Heather Eggert

Rebecca Alley ROW Easements – Amy just received the drawings from Scott which shows the rights-of-way needed from the neighboring property owners. These easements are needed because the Municipal Authority has a sewer line within Rebecca Alley/Perry Street and the Township does not own these streets. Amy plans to have the letters and agreements mailed out shortly.

Termination of Associates 500 Agreements – Back in September 2019, a one-lot subdivision was approved by the Municipal Authority for Associates 500, LLC (aka

Weavertown Terrace). They were going to create one new lot to build a single-family home. The subdivision plan was never recorded, and they are now requesting to withdraw the plan. If they would ever come back with this proposal again, they would need to start from scratch.

Two separate agreements between Associates 500, LLC and the Municipal Authority have been signed and recorded. Amy suggested we record a Termination Agreement for each agreement so there is no confusion in the future. Amy has prepared a Termination Agreement for the Sewer Capacity/Developer's Agreement and a Termination Agreement for the Indemnification Agreement. We ask the Authority Board to approve both termination agreements.

The Municipal Authority is holding an escrow account for this project. The accumulated legal fees, recording fees and administrative fees associated with the termination agreements will be taken from the escrow account. Once all fees are paid, any remaining monies left in the escrow account will be refunded to Associates 500. The current balance is \$2,335.75. Lori is asking for approval of the Municipal Authority Board to refund the remaining balance in the escrow after all fees have been paid.

MOTION: Motion was made and seconded to formally approve the Termination Agreement for the Sewer Capacity/Developer's Agreement for Associates 500 with all legal fees and recording fees related to the termination paid from the escrow account before the remaining funds are released. Motion approved.

MOTION: Motion was made and seconded to formally approve the Termination Agreement for the Indemnification Agreement for Associates 500 with all legal fees and recording fees related to the termination paid from the escrow account before the remaining funds are released. Motion approved.

MOTION: Motion was made and seconded to release any unused escrow money minus the costs associated with the Termination Agreements, including legal fees, recording fees, and administrative fees contingent on owners signing and returning both Termination Agreements. Motion approved.

ENGINEERS' REPORT – Scott Rights

Rebecca Alley ROW Easements – Scott's office has been working on the ROW information for Rebecca Alley/Perry Street. Rebecca Alley was found to be 15' wide within all the adjacent properties deeds. Perry Street, just South of Water Street, was found to be on average 18' wide within all the neighboring properties deeds. Scott is recommending the width of the easement for Perry Street be thirty feet (30'). The Municipal Authority would then have six feet (6') on either side of the alleyway. Perry Street does not contain any structures falling within the proposed easement width.

Lantern Drive Sewer Extension – SLH is awaiting delivery of manholes. They are hoping to receive the materials mid-October.

Sewer Spec Updates – Scott and Ed have been working together on revising the sewer

specifications. Ed returned the drafts with comments to Scott today. Scott will review before the next meeting.

Stoever's Circle – Revised plans were resubmitted on August 19th. One thing to note is the reduction of townhomes from 54 to 48, and an increase of garden apartments from 4 buildings with 8 units in each (32 total) to 5 buildings with 8 units in each building (40 total). Scott presented a copy to each member highlighting the sewer lines that fall within the property. In green, he marked the lines that the Municipal Authority would most likely take over at some point. These would include all sewer lines within the Street. In orange, he marked the two lines/laterals that connect to the garden apartments which we prefer to remain private. These lines would be similar to private sewer laterals for each property.

There are five total garden apartments with three apartment buildings on lot #24, and two apartment buildings on lot #25. Two of the three apartment buildings from lot #24 and the two apartment buildings on lot #25 are shown as sharing one sewer line/lateral. There would need to be an easement agreement between the owners of lots #24 and #25 since they are proposing only one sewer line/lateral for the two lots to share. Scott stated this was mentioned in their first set of review comments.

Lori asked, what if the shared line would leak or break? What if the issue came from lot #24 but the line is on lot #25? Who would be responsible for the costs to repair it? Lori stated she feels there would also need to be a maintenance agreement between the owners of lot #24 and #25. Dawn commented that if the lines are private, it should not be our problem. Scott pointed out that although it would not be our problem, in realty, the office gets the phone calls and we would have to deal with it in some capacity. Ed added that if raw sewage ends up on the surface of the ground, it is something the Municipal Authority would have to deal with as it is reportable to DEP.

The simplest solution is to require the engineer to run a separate lateral for each set of apartments on each individual lot. This would eliminate the potential debate as to whose responsibility the line is if the lots are ever purchased by different owners. Ed stated it would be unwise for the Municipal Authority to take over those portions of the line. We typically do not own sewer laterals on private property. Ultimately if there is a break/leak in the private lateral, it could still affect the rest of the sewer system. It was mentioned that each lot and respective apartment buildings appear to have their own separate water line. We should require them to do the same for the sewer and our regulations state that each lot must provide its own sewer lateral.

Lori also mentioned that if the two apartment buildings (16 total EDU's) from lot #24 are connecting to the lateral on lot #25, the property owner of lot #25 would be stuck paying for the 16 EDU's from lot #24 for a property they do not own. This would create a billing nightmare.

The Authority Board Members agree that each lot housing the apartments must run their own sewer lateral to be located on each individual lot. No sharing of laterals will be permitted.

Project TV (Bare Tract) – The initial review of the Preliminary/Final Land Development

Plans proposing construction of a 400,000+ square foot warehouse was completed, and a review letter was sent to the Developer's engineer on September 9th.

Scott highlighted the sewer lines in green for the Authority Board to review. Scott has been working with the engineer for the project to include assisting the Municipal Authority in eliminating the Orange Lane Pump Station. We do have a sewer easement along the southern property line for this purpose. We were hoping this project would coordinate their needs along with ours. To help eliminate the pump station, Scott had suggested relocating our proposed sewer main by running the line through the middle of their property and connecting to the sewer lines they would need to run. This would result in the Municipal Authority taking over a portion of their newly installed lines and obtaining a new easement and as well as abandoning the existing easement. The property is planned to be fenced in around the improvements and the engineer for the developer is not sure if the end user would agree to giving the Municipal Authority a sewer easement across a secure, fenced-in property. Scott asked the engineer to talk to their client and see what happens. Scott pointed out that our Act 537 plan really emphasizes developers helping Authorities to eliminate pump stations. Scott is awaiting a response.

Tod asked how many manholes, if any, would be located on the property. Scott responded around ten. Every turn in a sewer line requires a manhole with the max distance of 400 ft between two manholes.

Gary asked why they would run the sewer line around the outside of the building to reach the guard shack instead of just running underneath the building? Dawn asked why they did not use the opposite side of the building for their sewer route as it is shorter? Brian and Tod both expressed the wisdom in NOT running under the building because if you have an issue in the line, you must disturb the foundation to fix it. Lori responded to Dawn that a potential expansion on the shorter end of the building has already been discussed, which is why they would not run the sewer line in that direction.

Due to the property containing wetlands, the sewer lines cannot be installed much different than what is shown. Therefore, if we cannot come to an agreement the potential sewer design would run parallel to the Municipal Authority's proposed sewer line if the Orange Lane Pump Station is eliminated.

Mapledale Estates Subdivision – No new updates. The Preliminary Plans were approved last year. Final plan submittal and approval is still pending due to some outstanding DEP stormwater permitting issues. Once they receive DEP approval, we should start seeing some activity on this property.

Crossings Phase 3 – The construction of sanitary sewers was finished in August. They must wait thirty (30) days before they can complete the official air test.

Capital Improvement 10-year Schedule – Scott updated the Capital Improvement Plan. At the start of 2021, the opening balance will be approximately 3.85 million. This is just a ballpark number based on the Municipal Authority's finances to date. Looking 10 years down the road, the Municipal Authority is projected to still maintain a balance of 3.64 million. This is after accounting for future projects, sewer extensions, purchases, tapping

fees, etc. Each number is calculated conservatively to help the members see that they are in good shape financially. A few items Scott wanted to highlight include upgrading the Hill Street pump station, the elimination of the Orange Lane Pump Station, pushing a new admin car purchase back a couple of years, and purchasing one generator every year for the remaining pump stations.

Scott, Ed, and Lori discussed with the Board Members the North 8th Avenue pump station regarding capacity. All phases of the Crossing flow into this pump station. The Mapledale Estates development will also flow into the North 8th Avenue pump station. The pump station did not have enough capacity to permit the number of EDU's requested for the Mapledale development. Part of the approval for the Mapledale development included a contribution towards future pump station upgrades to allow the additional flows from this development. This would be accomplished by increasing the speed of the current pumps to handle the flows that would be coming from Mapledale once constructed. This contribution for minor upgrades allowed the requested EDU's from Mapledale to be granted.

We are aware of the potential for a new proposal near the intersection of Kimmerlings Road and North 8th Avenue. Their intent is to build a 144-unit apartment building complex to be known as "Briar Ridge Commons" which would also flow into the North 8th Avenue pump station. These plans have not been submitted yet. Counting the EDU's guaranteed to Mapledale and the EDU's guaranteed to the Crossings, the pump station would not be able to handle this many additional EDU's. This proposal would put the North 8th Avenue pump station over the maximum capacity permitted. To resolve this issue, Scott is going to get a price for larger motors and larger back-up engines that would be needed and pass that information on to the developer, as they are the ones who need the additional capacity. We would ask them for a contribution so that the pump station could be upgraded to handle the additional flows needed for their development. This will all depend on whether they move forward with their plans and the plans get approved.

Scott suggested the Board start considering replacing the force mains in Jay Street, Kochenderfer and Frances Ann. These lines were originally installed in 1986 and are nearing the end of their life cycle. Scott stated that once a leak occurs, it is usually a small pinhole leak which is difficult to locate. Other municipalities have spent thousands of dollars trying to find such leaks which is basically a "band-aid" solution with the result being a total line replacement anyway making the repairs a waste of money. This is something to keep in mind as pinhole leaks are not always detected immediately and can result in raw sewage coming to the surface. Ed suggested air testing Jay Street as it contains "roller coaster" like lines where corroding is common. Replacing these lines would be something the Authority Board would put out for bid rather than try to complete inhouse. This preventive maintenance would help avoid the surprise of a leak as well as not being "forced" to repair a broken line temporarily. The Municipal Authority board members agree this is an issue they need to start looking into before it is too late. Ed will work on putting together an air test for Jay Street. This should let us know the integrity of the line.

Sewage Management Program – Lori gave the Board Members an update on the septic tank pumping program. As of today, 562 properties have turned in their pumping form and fee. There are 157 properties still outstanding. This is about 78% completion. The deadline for residents is September 30th. Lori will send out the final notice after the deadline and all report forms have been entered into the system.

Relax Inn Update – Back in May, the Relax Inn had a sewage spill that the Wastewater crew had to clean up because it was within the road right-of-way. Lori charged them for time and materials used and all costs associated with the spill. They are now paid in full.

Request for Reduction of Sanitary Sewer – 2070 Weavertown Road was recently purchased, and the home is going to be demolished. The demo permit was picked up last week. The new owner would like to cap the sewer lateral and return the one (1) EDU back over to the Municipal Authority. They were informed that if the lot would ever be built on again, capacity and tapping fees would need to be purchased all over again at the current rates. There will be no reimbursement for returned EDU's. This agreement will be recorded.

MOTION: Motion was made and seconded to approve the request for reduction of sanitary sewer capacity for 2070 Weavertown Road. Motion approved.

Associates 500, LLC – Discussed in Solicitor's Report.

Pertinent Issues – The Municipal Authority received a rebate from the workers comp insurance of \$917.20. This covers the years 2015, 2016, and 2017. The Municipal Authority is also receiving a 50% rebate on their April premium for the dental insurance due to COVID.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

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

There were 85 PA one calls with no emergencies.
There were 2 new home connections to the sewer system.
Tony had 3 grease trap inspections.

On August 15th, the department was notified by County Dispatch about a manhole on Fawnwood Drive leaking sewage. Tommy, Ed, and Ardy reported to the scene. The last run from Fawnwood Drive to Brookfield Drive was backed up. The line was flushed, and a slug of grease 6 feet long blew out of the line. DEP was notified and happy with the crew's response time. Lime was placed on the spill per DEP. Normal flow was restored after flushing upstream and downstream of the blockage. Letters were mailed to all residents that contribute to this specific line. Homes on Fawnwood Drive, E. Brookfield and Martin Drive all flow into this line. Ed sent the crew out again Monday morning to chase the remaining pieces of grease.

While Tony was doing the pump readings, he noticed that one of the pumps at Frances

Ann pump station had extremely high readings. Upon further investigation it was determined that one of the pumps had locked up. This pump has been in the well for over 20 years. The pump was replaced with a new spare pump the crew had on hand. Another spare pump will be ordered from Keener Electric. Several pump stations use this same style pump.

The new Muffin Monster has arrived and was installed on 8/28. Ed brought pictures of the new blades to compare with the old ones. This model is supposed to be "wipes ready". There are thicker blades and more teeth to handle the increase in flushable wipes. Ed also had the guys pull the Muffin Monster from the N. 8th Avenue pump station. This system is 10 years older than the one they replaced at Rockwood. Ed ordered new blades for this station as well. With how deteriorated the blades have become throughout the years, it was more cost effective to purchase new with warranty instead of trying to rebuild the ones they already had.

The Hill Street pump station is now back to normal operation from the accident where someone drove through the station.

Tony and Tommy are videoing the metal stormwater pipes in their downtime for future slip lining. Replacing these pipes would be a worst-case scenario as they run parallel to the curb. To remove them, you would lose the curb, driveways, yards, mailboxes, etc. as they would cave in. A lot have already been discovered with rusted out bottoms. Thankfully, these can still be slip lined and fixed.

It was discovered the property at 922 E. Canal Street and 924 E. Canal Street share a private sewer lateral. 922 recently had a sewer back up which was created by a sag in the line at the lateral connection point. Both properties flow into a sewer line which was run within Worden Alley along the rear of 922 E. Canal Street because the elevation change to connect in the front of the houses within the street was not feasible. It turns out, 924 E. Canal Street runs through the rear of both properties and ultimately connects to the shared lateral on 922 E. Canal Street before connecting to the sewer main. The owners of 922 paid for all the repairs as the line was on their property. This is just another example of why sewer laterals should not be shared.

Additional Comments and Questions

Brian wanted to share with the Municipal Authority board members that down in Myrtle Beach, their Sewer Authority offers an insurance policy where a homeowner can pay a few dollars a month to receive full coverage for repairs if something goes wrong with their water or sewer line.

With no more business for the good of the Authority, the meeting was adjourned at 8:23 p.m.

Respectfully Submitted,

Molly Lum
Recording Secretary