

Minutes
North Lebanon Township Municipal Authority
June 9, 2016

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, June 9, 2016 following the joint meeting with the Board of Supervisors at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following Board members present:

Gary Heisey	Chairperson
Dawn Hawkins	Vice Chairperson
Brian Hartman	Secretary
Rodney Lilley	Assistant Secretary
Tod Dissinger	Treasurer
Frederick S. Wolf	Henry and Beaver LLP
Scott Rights	Steckbeck Engineering
Cheri F. Grumbine	Manager
Lori Books	Administrative Assistant

Also in attendance were Edward Brensinger, Supervisor; Thomas Camasta, Wastewater Department.

The meeting was called to order by Chair Heisey.

COMMENTS FROM THE PUBLIC:

There were no comments from the public.

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

MOTION: Motion was made and seconded to approve the May minutes as presented. Motion carried.

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

Rockwood Update

Sol. Wolf reported at last month's meeting there were still some invoices to be paid. He said they owe us for tapping fees for three customers and some of Scott's bills. He

explained they had an escrow account for unpaid sewer bills with the intent being we didn't know how their customers would respond to paying their sewer bills. There has not been an issue. There have only been a few who have been a problem. He said in communication with Swatara with the authorization of the Authority they decided to reduce the escrow from \$25,000 to \$15,000. He said they are doing an amendment to the agreement that in the event the Authority experiences more delinquents they would have the option to increase the escrow back to \$25,000. Discussion followed regarding why the change would be needed.

MOTION: Motion was made and seconded to reduce the escrow to \$15,000 on the condition if we see more delinquents we have the option to raise it back to \$25,000. With no further discussion, motion carried.

Developer agreements

Sol. Wolf reported there is nothing new on the Weaver's agreement or situation.

He also mentioned they have confirmed with the person from the Crossings to get the easement information to us so we can get that completed at next month's meeting.

Sol. Wolf stated they have discussed closing out the special purpose fees for Narrows Drive. He and Scott were able to get the numbers together for their bills so the remaining balance would be split between the two developers.

MOTION: Motion was made and seconded for the Authority to retain \$10,000 for the Authority account to reimburse the Authority for previous expenses and to distribute the balance pro rata to the two who paid the special purpose tapping fees. With no further discussion, motion carried.

Sol. Wolf mentioned there was nothing new on the hotel.

He went over the water and sewer debt. They have done everything necessary to be prepared for paying off the bonds and transferring the debt to Fulton Bank. He did receive the papers which would instruct the trustees to notify the bond holders. He would like the Authority to authorize those documents to be signed. He will email the Board with a copy when he receives the final documents.

MOTION: Motion was made and seconded to authorize our trustee to notify the bond holders that we will be selling the bonds in September and authorize Sol. Wolf to prepare the letter and send it to them. With no further discussion, motion carried.

ENGINEERS' REPORT – Scott Rights

Always Bagels

Scott reported he and Tom Kissinger met with them. He said they have two water meters and the flow was much higher than what they are being billed. He asked for a plumbing schematic. At this time they don't know exactly what is going into the system.

He mentioned they received plans for a cold storage facility in the industrial park. He and Tom will get together next week to finalize their comments. Discussion followed.

ADMINISTRATIVE ASSISTANT REPORT- Lori Books

Special Purpose Tapping Fee V

Lori reported they had already discussed this and the numbers were in her report.

Kochenderfer Pump Station – Privacy Fence

Lori stated Tom Kissinger spoke to the neighbor and he would prefer a fence instead of the arborvitae trees. Brian suggested to go ahead and order the vinyl fence and get it done. Discussion followed.

MOTION: Motion was made and seconded to put up the 40' of fencing at 8' high to conceal our Kochenderfer pump station. With no further discussion, motion carried.

Strong Waste Management Plan

Lori mentioned she, Tom K, and Scott have been working on a permit for the Hampton Inn. She is asking if the Board would like to review the permit for the new Hampton Inn Hotel before it is issued. The Board agreed she should go ahead and issue it and provide an update as to what is issued to the Board when applicable.

Lebanon Valley Cold Storage Planning Module

They are requesting 11 EDUs. Scott explained that before the Township approves it they need approval and there is adequate flow. Question was asked what happens if we do overload to which Scott replied they would need to take corrective action.

MOTION: Motion was made and seconded to sign the form that Lebanon Valley Cold Storage has enough sewer capacity for the next five years. With no further discussion, motion carried.

MOTION: Motion was made and seconded to approve the 11 EDUs to the Lebanon Valley Cold Storage. With no further discussion, motion carried.

Pump Stations Inspections

Lori reported she and Theresa did the pump station safety inspections. She mentioned they could not get in beyond the gates because they did not have keys. They did a visual from outside the gates. It was noted some of the signage was missing and they discussed it with Ed and he has ordered the necessary signs. Lori mentioned that since then she has received keys, so when they do the safety inspection in the fall they will have access to everything.

Lori reported she received a note from a customer stating she had two EDUs attached to her property and was questioning why she was paying for two EDUs and the property was now a single dwelling. Sol. Wolf explained why the policy was originally set. He mentioned the policy at present is once the EDUs are purchased they are not reduced. Discussion followed.

WASTEWATER DEPARTMENT REPORT-Tommy Camasta

Tommy Camasta reported they had 44 PA One Calls, seven of them were emergencies with one being after hours; three lateral inspections; and Tom K. had two grease trap inspections and three follow ups. He mentioned they assisted the road crew and park and rec. He replaced the flat valve at the #2 pump at the 8th Avenue pump station. Tommy has ongoing contact with Scott. He mentioned they will be vacuuming out the pump stations in the next few weeks.

With no more business for the good of the Authority the meeting was adjourned at 7:40 p.m.

Respectfully Submitted,

Barbara Bertin
Recording Secretary