

**Minutes  
North Lebanon Township Municipal Authority  
December 9, 2021**

The regularly scheduled meeting of the North Lebanon Township Municipal Authority was held at 7:00 p.m. on Thursday, December 9, 2021, at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following people 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
Edward Brensinger	Roadmaster/Supervisor
Cheri Grumbine	Township Manager

Erika Sheibley, Office 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**

Chair Heisey asked for a motion to approve the Minutes from November.

**MOTION: Motion was made and seconded to approve the Minutes from November. Motion approved unanimously.**

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 unanimously.**

**SOLICITOR'S REPORT – Atty. Amy Leonard**

**MOTION: Motion was made and seconded to add the Rebecca Alley Agreement as an action item to the agenda. Motion approved unanimously.**

Rebecca Alley Sewer Easements Update – A signed agreement was received from the Berkheimer's. There is now only one (1) property owner who has not signed the easement agreement.

**MOTION: Motion was made and seconded to approve to accept the signed Rebecca Alley Agreement with the Berkheimer's. Motion approved unanimously.**

Moravian Manor – The December 8<sup>th</sup> closing was postponed to December 21, 2021 due to issues unrelated to the Authority.

Project TV (Heilmandale Road Owner, LLC) – Atty. Leonard has been in contact with Charlie Suhr regarding the deed of dedication for the sewer line on Project TV's property.

Gary asked Ed if the Orange Lane Pump Station is ready to be decommissioned? Ed informed Gary that the station is ready. We are just waiting for Project TV to dedicate their portion of the new sewer line to the Authority.

There was a question on who owns the parcel that the pump station is located on. Lori stated she believes it is still part of the original property that is now owned by Michael Kline. We had an agreement with the previous owners (Lash) which continued with the property. Erika mentioned this was recently discussed in the office and she thinks the pump station is now on its own parcel. Lori said she will research it again to refresh her memory.

Delinquent Sewer Accounts – Atty. Leonard provided an updated copy of her lien report. This includes a couple of well properties and a few properties where the water has been shut off and the property is condemned.

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

Orange Lane Sewer Extension – The construction of the sanitary sewers belonging to Project TV was completed. Once the lines pass the necessary testing, they will be dedicated to the Authority. The Orange Lane Pump Station can be decommissioned any time thereafter.

The construction of the NLTMA portion of sanitary sewer was completed as well. H&K has completed all testing of the manholes and sewer mains. To close out the contract, H&K needs to finish installing the manhole flag markers and submit the as-built drawings. H&K has submitted a pay request this month in the amount of \$3,800.00.

To date, the Municipal Authority Board has approved and paid \$63,156.00. This leaves a remaining balance of \$3,324.00 from the agreed upon contract price.

**MOTION: Motion was made and seconded to approve the payment of \$3,800.00 to H&K. Motion approved unanimously.**

Plan Reviews – Steckbeck Engineering continues to work with the Municipal Authority staff in reviewing plans for the following projects:

1. The Crossings at Sweet Briar Phase 4 – Final land development plans were received by the office on 7/6/21. The project proposes the construction of 58 single family residential dwelling units and 3 open space lots. Steckbeck Engineering completed an initial review of the plans and noted the technical comments appear to be minor. Scott is waiting for revised plans to be submitted.
2. Towns Edge – Sanitary sewer construction commenced on Monday, December 6, 2021, and is expected to continue during the next several weeks. Steckbeck

Engineering will provide the bulk of the on-site inspections with some assistance from Ed. The contractor is Rock Road Construction. The project includes 54-single family dwelling units and 32 garden apartment units. The project is located on the west side of N. 8<sup>th</sup> Ave. just south of Maple St.

3. Timothy & Brenda Jones Subdivision & Land Development – Plans were submitted on 10/28/21 for 2101 Water Street proposing a one lot subdivision. Steckbeck Engineering and the Municipal Authority Staff are currently reviewing the plans. There is an existing single-family dwelling on the lot. Once the subdivision occurs, a sewer lateral will need to be installed for the proposed single-family home. The Municipal Authority Staff will need to install an Inserta Tee for the lateral connection. The main concern for this property is that the section of Water St. fronting this property is still under a street cut moratorium.
4. Caliber Car Wash – Plans were submitted on 10/28/21 for 1333 E. Lehman Street proposing a car wash. This is the old Fulton Bank in front of Walmart. The plans show they are simply making a lateral connection into the existing sewer system. Steckbeck Engineering and the Municipal Authority Staff are currently reviewing the plans.

Sewer Specs – Updated administration procedures and technical specifications continue to be revised. In addition, work has resumed on updating the standard details.

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

AutoSuds West, LLC Strong Waste Permit – Lori and Scott reviewed the Strong Waste Permit Application and submitted comments to the owners and their engineer. The plans show the installation of a water reclamation system to help treat the water. Additional information was provided, and they are working on issuing the permit.

Sewer Loan Payment – Lori asked the Authority Board for approval to put an additional \$40,000.00 on the sewer loan as additional principal with the next regular payment.

**MOTION: Motion was made and seconded to approve an additional \$40,000.00 to be made on the sewer loan as an additional principal payment. Motion approved unanimously.**

Water Loan Payment – Lori asked the Authority Board for approval to put an additional \$75,000.00 on the water loan as additional principal with the next regular payment.

**MOTION: Motion was made and seconded to approve an additional \$75,000.00 to be made on the water loan as an additional principal payment. Motion approved unanimously.**

Discussion was held about how much extra money has been put on the sewer and the water loans in 2021. To date 250,000.00 has already been placed on the sewer loan as additional principal and \$70,000.00 has been placed on the water loan as additional principal. These numbers do not include the amounts just approved.

2022 Wastewater Budget – Lori presented the Authority Board with the 2022 Wastewater Budget.

**MOTION: Motion was made and seconded to approve Resolution #4-2021 Wastewater Budget. Motion approved unanimously.**

2022 Water Budget – Lori presented the Authority Board with the 2022 Wastewater Budget.

**MOTION: Motion was made and seconded to approve Resolution #5-2021 Water Budget. Motion approved unanimously.**

**WASTEWATER DEPARTMENT REPORT – Ed Brensinger**

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

There were 60 PA One Calls this past month. Two (2) were emergencies during work hours and three (3) emergencies during non-work hours. Three (3) new homes were connected to the sewer system.

Grease Trap Inspections – Tony completed one (1) grease trap inspection at Lebanon Valley Cold Storage/Blue Ridge Capital.

All discharge check valves have been cleaned of debris.

Water Street Pump Station #1 air release valve was staying open due to wipes and rags stuck in the check valve.

Hill Street Pump Station yard light was staying on all day. Tony replaced the photocell and light is back to normal. Tommy is recommending the light be replaced with a new LED light.

8<sup>th</sup> Ave Pump Station – performed the yearly service on the backup motor, changed the oil, and replaced the start battery. The air release valve pipe on the #2 pump was also replaced.

Assisted with multiple storm sewer pipe replacement projects.

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

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

Respectfully Submitted,

Erika Sheibley  
Recording Secretary