

**Minutes
North Lebanon Township Municipal Authority
January 8, 2015**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, January 8, 2015 at 7:00 PM at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following Board members present:

Wynanne Demler	Chairperson
Gary Heisey	Vice Chairperson
Brian Hartman	Secretary
Susan Switzer Pierce	Assistant Secretary
Tod Dissinger	Treasurer
Frederick Wolf	Solicitor
Scott Rights	Steckbeck Engineering
Sheila Wartluft	Assistant Manager

Also in attendance were Amy Leonard, Esquire; Mike Kneasel, Wastewater Foreman; and five guests.

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

Reorganization of Authority Board

Solicitor Wolf stated the first order of business would be to elect the officers for the Municipal Authority Board for 2015. He confirmed at the current time the officers are: Wynanne Demler, Chairperson; Gary Heisey, Vice Chairperson; Tod Dissinger, Treasurer; Brian Hartman, Secretary; and Susan Switzer Pierce, Assistant Secretary. He explained the Authority Board can either entertain a motion to re-elect the same slate of officers as 2014 or someone may make a motion to nominate individually for each office.

MOTION: Motion was made and seconded that we appoint the Authority Board as it currently existed in 2014. With there being no further discussion the motion carried unanimously.

Comments from the Public

There were no comments from the public.

Chairperson Demler stated the Board would need to make appointments and approvals to conduct Authority business which would include the Authority Depository, Solicitor, Engineer, Auditor, and SEO.

MOTION: Motion was made and seconded to appoint Fulton Financial, Northwest Savings, Fredericksburg, Jonestown, and PLIGIT for the Depository for 2015. Motion was made to appoint the Solicitor which is presently Frederick Wolf, Esquire; for the Authority engineer as Steckbeck Engineering; and for the Authority auditor which is presently Brown, Schultz, Sheridan, and Fritz. Motion was made to appoint the SEO as Gordie Sheetz and Lori Books from Lebanon County Planning. With no further discussion, motions carried.

Chairperson Demler asked for a motion to approve the December minutes.

Tod Dissinger mentioned there should be a correction to the payment to Barry Fisher to \$79.49.

MOTION: Motion was made and seconded to approve the December minutes as corrected. Motion carried.

Chairperson Demler 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.

SOLICITORS REPORT

Rockwood

Sol. Wolf mentioned the main issue is still at the pump station. Scott Rights reported we are still working with Envirep on that issue. Sol. Wolf also said that there is still one hook up which is the Burke property has not been completed. He explained that there is a lien on the property and the new owner will need to satisfy the outstanding costs. Attorney Leonard explained the letters just went out to the new owners of this property and asked them to contact Sheila. Sol. Wolf explained they are trying to finalize the PENNVEST, H₂O, and Swatara engineering fees. This includes completing the right of way for this property. He explained they could complete the connection by proceeding like they did with the Ream property where we would receive reimbursement from Swatara since the property is in Swatara Township. We could sign the lien over to them. He stated they should know more by the next meeting, and we can make a decision at that time.

Scott reported that they are still under the funding amount for H₂O with two pay requests outstanding. The first is for \$16,672.65 which is strictly for land costs and did come back with some questions. He explained which costs should be placed on either PENNVEST or H₂O. He explained the bottom line is that they are trying to minimize the amount left and gave the amounts for both PENNVEST and H₂O. Question was asked what happens to any the money that is left to which Scott replied it goes back. Another question was

asked if we could use that money for the GIS mapping in that area to which Scott replied at the conclusion of the job there was an asbuilt done. Scott explained how the invoices were coded and whether they have been submitted and the breakdown. Tod asked if we are keeping track of the time spent by North Lebanon Township employees for this project, to which Scott replied he could try to include some of those costs if there is money left over. Discussion followed and question was asked if we could not get reimbursed for employee time through any leftover funds through the grant money, if we could get reimbursed from Swatara Township because it was our employees doing the work on the project?

Sol. Wolf mentioned they had not heard anything from Barry Fisher.

Joint meetings with Board of Supervisors

Sol. Wolf announced that the joint meetings with the Board of Supervisors for 2015 would be June 11th and November 12th at 5:30 p.m.

On Lot Non-compliance

Sol. Wolf reported he and Sheila had been working on the list of non-compliances for the on lot pumping and there are only approximately ten or eleven who have not complied. We will give the remainder a few months and after that we will file suit against them.

The Crossings at Sweet Briar

Sol. Wolf reported we are waiting for the information for the water and sewer easements and the UGI plan. He said Scott, Sheila, Mike and himself should get together and go over everything.

Engineer's report

Scott reported there was an inquiry into the Northeast Swim Club property. Scott explained that the lots had already been subdivided. Question was asked what they would like to do with the property to which Scott replied he believed they wanted single family homes. Discussion followed. Scott reported there appears to be eight laterals according to an old plan. Discussion continued.

Assistant Manager's report

Sheila reported she has the Rate Resolution 01-2015 and the rates were not changed. She mentioned the only thing she changed was some language including the blue zone that contributes to the City.

MOTION: Motion was made and seconded to adopt Rate Resolution 01-2015. With no further discussion, motion carried.

Sheila said she had included the 2014 Annual Activity Report which gives a synopsis to the other Boards letting them know what issues are going on with the Authority Board and what has happened over the past year.

Plans

Rails to Trails Plan

Sheila explained this is a lot addition that LVEDC is giving to the Historical Society. She mentioned that on this plan they showed where the sewer right of way is. Mike explained where the lines were located. Sheila further explained that the issue for the Authority is that they know exactly where our right of ways are located.

MOTION: Motion was made and seconded to approve the plan for the transfer regarding LVEDC. With no further discussion, motion carried.

Rank Plan

Sheila explained this plan is basically two lot additions on Kochenderfer Road and Edna Street. Scott pointed out that no new sewer service will be required with this plan.

MOTION: Motion was made and seconded to approve the Rank lot addition. With no further discussion, motion carried.

Miscellaneous Issues

Sheila reported there was an issue at the adult book store on Christmas Eve. The problem was solved and she reported the issue to DEP. She explained the fact that older records are not always accurate which further complicates problems.

Also, there was another problem on Christmas Eve where UGI previously broke a lateral, and the problem surfaced that day. UGI conveyed that the lateral had not been marked on the PA One Call. However, we marked the laterals in the area according to the records we currently have on file. Sheila explained we are working on finding all the laterals and updating records, but there are a lot of lines to cover in the Township.

Wastewater Foreman Report

Mike reported the pumps for Orange Street were to arrive the next day. He explained there is a place where Abel was unable to slip line on Lehman Street at Blouch's Mobil. They are working on that area also. Discussion followed.

Wynanne asked if there was anything else to which Tod asked a question about the balance sheet. His question was regarding the debt and when they may be able to pay

down the debt. Sol. Wolf replied that money is being put aside on the water budget, but we can't do anything until we reach the no call time period. Discussion followed. Sheila explained that the only reason they have any extra money in the Water Operating is that there are no operating expenses. Discussion continued.

Wynanne asked where they were with the stormwater issue to which Sol. Wolf replied they have formed a committee and they are going to go over the inventory which has been done to date. Discussion followed regarding the ongoing issue on Brookfield Drive.

With no more business for the good of the Authority the meeting was adjourned at 8:35 p.m.

Respectfully Submitted,

Barbara Bertin, Recording Secretary