

**Minutes**  
**North Lebanon Township Municipal Authority**  
**August 10, 2017**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, August 10, 2017 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
Brian Hartman	Secretary
Rodney Lilley	Assistant Secretary
Fred Wolf	Henry and Beaver, LLP
Scott Rights	Engineer-Steckbeck Engineering
Edward Brensinger	Roadmaster/Supervisor
Cheri Grumbine	Township Manager
Lori Books	Administrative Assistant
Amy Leonard, Esq.	Henry and Beaver, LLP
Absent-	Tod Dissinger

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

**COMMENTS FROM THE PUBLIC:**

Dale Nielson, resident of 107 Wenger Street, Rexmont, was also in attendance. His concern was with 2111 W. Maple Street and the process of converting the building into offices. The plan for the building is to have three different businesses which all operate under the umbrella of one primary business. Dale wants to clean up the property and will be putting a lot of effort and money into the property. He plans on having 5 employees at the most. The fees to connect to the public sewer system totaled \$21,150.00 which include the township's tapping fees, the capacity fees, the boring and permit fees, as well as the installation of the sewage pit and pump. Dale's request is for the Board to offer a little reprieve on the fees. Fred explained there has never really been any reductions offered on the fees. Half of the fees come from the City of Lebanon Authority (CoLA) and cannot be changed by the Board. Dale planned on installing a holding tank but according to the ordinance, which Dawn walked him through, his situation does not fall into any of the options to be granted permission for one. Brian suggested the only potential possibility would be to have some sort of payment plan giving him a few years to pay off the required tapping fees. Fred explained that as soon as they are hooked up, they will be billed for sewer right away and since the property will be utilizing a well, the water usage rate will be at the well rate of 15,000 gallons, which is the minimum set by CoLA. The Board suggested a 3-year payment plan for the fees owed specifically to the township. The capacity fees

would need to be paid in full up front, since we must pay CoLA all fees upfront. Mr. Nielson was agreeable to this. Fred will draw up an agreement.

**MOTION: Motion was made and seconded to grant Mr. Nielson 3 years to pay off the connection fee to the township. Motion approved.**

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

**MOTION: Motion was made and seconded to approve the July minutes. Motion approved.**

Chairperson 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**

- Class Action Suit
  - Multiple payments have been received at this point; we received another notice on another class action suit that Amy will be working on.
- EDU count for schools
  - Fred updated the Board that the City is still working on the formula for how many EDU’s should be mandatory for schools/business. John Beers will be in contact with Lori when they come to a resolution.
- Lincoln Mobile Home Park
  - The additional terms/agreement has been set in place. A few changes were made, mainly the amount that must be in the escrow account. They were given a specific outline of the timing of events and how the process would play out. Donna sent Fred an email before she had left for vacation that she agreed with all the new terms. Fred decided to take the escrow out of an interest-bearing account due to a penalty that is applied if the balance falls below \$1,000.00. As of now, there is no time frame for when payment needs to get back to the township to replenish the account. The agreement states that the Board can terminate the agreement at any time.

**ENGINEERS’ REPORT – Scott Rights**

- Abel Recon- Slip Lining
  - At the last meeting, Scott reported the price given from Abel Recon in the amount of \$166,881.00 was to slip line the 15” and 18” pipes. If the board would have renewed their contract, the cost would have been closer to

\$107,000.00. The Board had advised Scott to talk to the contractor doing work for the City of Lebanon Authority and see what numbers they would estimate for the work. Scott has been working with Mr. Rehab and they came back with a range of numbers (using all the high-end numbers), their total came out to \$99,928.00. The difference in pricing between the two companies is quite large. Mr. Rehab uses a felt liner (Insituform) instead of a fiber glass liner (Blue Tek UV) which explains some of the difference in pricing. The fiber glass is a faster process when it comes to curing. Both are estimated to last about 50 years. The flow in the pipes seems to be similar with both options. As of now, there is no rush to do the 8".

- One section was videoed today by Tommy and Tony on Skyline Drive. Noted later in the minutes when it happened.

**MOTION: Motion was made and seconded to award the contract of \$99,928.00 to Mr. Rehab to do all the larger piping. The money to complete the project will be taken out of capital reserve. Motion approved.**

#### **ADMINISTRATIVE REPORT – Lori Books**

- EDU Reduction/Increase Update
  - Kochenderfer Church returned their paperwork and increased their EDUs by three (3).
  - Craig Schulze requested to have his EDUs decrease by 1/2. He currently has 1 1/2 and would like to go down to 1 EDU.

**MOTION: Motion was made and seconded to decrease Craig Schulze's EDUs by half an EDU. Motion approved.**

- Randy Ebersole called Lori about the letter he received regarding changing the number of EDUs he has. He wanted to know if he could sell them or if the township will reimburse him for all the years he had paid for the EDUs he did not need. The Board's offer remains the same.
- Water Loan
  - Last month the Board decided to put some extra money on the loan. Cheri and Lori sat down with Bonnie and concluded that \$50,136.64 could put on the loan as extra principle.
- Sewer Loan
  - The agreed upon total to place on the sewer loan as extra principle was \$286,894.23. These loan payments will be made this month.
- Sewage Management Program
  - The second notices were sent out and since then, 181 additional forms came in. There are still 250 outstanding. The deadline is approaching quickly, which is August 31<sup>st</sup>, and once that date comes and goes, Lori will

send out her final notices.

- Opening in fence at Kochenderfer Pump Station
  - The guys installed a pole between the new fence and old fence to close the gap so no one could slip in between the fencing and gain access to the pump station.
- PA Natural Chicks
  - August reads were evaluated and they are still using more EDUs than what they're paying for. We have been monitoring them for several quarters. They currently are assigned 9 EDUs and were able to decrease their water usage from 41 EDUs, which was from the November 2016 billing cycle, to 17 EDUs for the February 2017 cycle. Tom and Lori then met with them in February to inform them of their over usage of water and they agreed to continue to try and reduce their water usage. This is when we learned of their new cleaning system which is a high-water pressure system. The May billing cycle showed 15.65 EDUs and the current August 2017 cycle indicated they are stilling using 13 EDUs. The Board acknowledged they are continuing to work with us and have continued to decrease their usage. The Board felt since they have been very cooperative, the Board will give them another quarter to continue to reduce they water usage and hopefully become compliant with the actual number of EDUs they own.
- Consider Appointing Asst. Treasurer
  - The assistant would only be needed when Gary or Tod can't attend the meetings or aren't available to sign checks. Rodney said he could take on the role. Rodney will hold dual positions as the Assistant Secretary and the Assistant Treasurer.

**MOTION: Motion was made and seconded to appoint Rodney Lilley to the Assistant Treasurer position. Motion approved.**

**WASTEWATER DEPARTMENT REPORT – Ed Brensinger**

- July activity report
  - Tom and Tony got the computer system up and running for the camera equipment. As time allows, they will continue to do more videoing.
  - Tommy noticed the backup motor at the water street pump station is starting to show its age and they should keep their eye out for a backup generator. A generator would be able to run both pumps and make it easier to switch pumps. He received a quote from Dyna Tech of \$41,910.00. Ed plans on adding this to next year's budget.
  - The 8th Avenue paving project has been completed.
  - Ed wanted to thank the Board for dealing with Mr. Nielson the way they did. Connecting to the public sewer will benefit him in the long run.

- There is a propane tank that belongs to the Authority from the 8<sup>th</sup> Avenue Pumping Station. Dawn questioned how it could be purchased from the Board. Ed, as well as the rest of the board, agreed that putting it on Muncibid is the fairest way to go about the sale.

**MOTION: Motion was made and seconded to put the extra propane tank on Muncibid. Motion approved.**

- The board took some time to watch some of the pipe videoing that has been completed.

**ATTORNEY REPORT- Amy Leonard**

Delinquent Sewer – Updates - #25 and #26 were both on Sheriff’s sale and are now foreclosing. #26 will be completing a payoff. #21 did not settle due to judgments on the property.

**Additional Comments and Questions**

With no more business for the good of the Authority, the meeting was adjourned at 8:40 p.m.

Respectfully Submitted,

Molly Finley  
Recording Secretary