

Minutes
North Lebanon Township Municipal Authority
October 12, 2017

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, October 12, 2017 at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following Board members present:

Tod Dissinger	Treasurer
Brian Hartman	Secretary
Rodney Lilley, via telephone	Assistant Secretary
Fred Wolf	Henry and Beaver, LLP
Scott Rights	Engineer-Steckbeck Engineering
Edward Brensinger	Roadmaster/Supervisor
Cheri Grumbine	Township Manager
Amy Leonard, Esq.	Henry and Beaver, LLP
Absent-	
	Gary Heisey
	Dawn Hawkins
	Lori Books

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

COMMENTS FROM THE PUBLIC:

Ted Holcombe, resident of 901 Walnut Crest Drive was in attendance for the meeting.

Fred did a brief introduction to the issue where Mr. Holcombe received a penalty on his sewer bill and he feels as though he shouldn't have had it. He had been cleaning up some papers around the house when he found his bill and realized it was due that same day. By the time he could get to the building, our offices were closed and he left his payment in our 24-hour drop box, thinking he had met the deadline because it was placed in the box on Friday, the 10th. Mr. Holcombe had come into our offices after seeing the late fees on his next bill and we explained that it was strictly policy and he did not have his payment to us by 4:00 pm on the due date. The issue Mr. Holcombe has is that there is no statement or section on the bill that clarifies the payment must be in by the end of our work day on the due date. The policies that the Township holds do quite clearly state that fact of needing to have the bills in by the end of our office hours but, he is concerned that not many have access or would even think to look up the policy. Brian explained how the board acted with this issue years ago when it came to sending in payments through the mail or drop box and how we will accept them. When it first became a hot topic, the bills did state this new policy and it was posted on the board and various other places to make residents aware. As much as the board

wants to be user friendly, they also need to be consistent with their policies and rulings. Mr. Holcombe understands the policy and the balance has already been paid but he is hoping they could do something to prevent this issue in the future. The board agreed to consider putting a note on the bill clarifying that the payment must be paid by 4:00 on the due date if they are bringing the money in but can pay up to midnight online.

Treasurer Dissinger asked for a motion to approve the September minutes.

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

Treasurer Dissinger 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

- Moravian Manors- Resolution 4-2017
 - Last year the Authority did a conduit financing for different additions that were completed this year. This includes 54-unit apartments, 85 carriage houses, road, water, sewer, and capital improvements. The resolution authorizes Moravian Manor to go ahead and proceed and that the authority will act as a conduit once again. The specifics in the resolution say that the authority will receive a fee for acting as the conduit and say that neither the authority nor township, officers, or employees are in any way held responsible for the debt. Fulton signed an agreement to only look to Moravian Manor for the payments. The township must also pass a resolution to authorize the authority to proceed.

MOTION: A motion was made and seconded to adopt with Resolution 4-2017. Motion approved.

- Narrows Glen- Convey sewer and water lines
 - The township recently accepted the dedication of streets in this development which led to the authority accepting the water and sewer lines. The developer paid the fees for tapping. In accordance with the agreement, it is time to transfer ownership of water and sewer to the authority. A motion is needed to accept the lines.

MOTION: A motion was made and seconded for the Authority to accept the sewer and water lines that run through Narrows Glen Development. Motion approved.

- Joint Meeting
 - The meeting will be held next month. Fred suggested the board only arrive at 5:30. Everyone agrees. Lori will submit the 2018 budget to the group. There also will be talk of replacing one of the work trucks as well as pay increases for the upcoming year. Consideration of work in the front office for safety purposes and plans on paying off our debts will be on the agenda also.
- Pertinent Issues
 - Clyde Patches submitted a request for a driveway permit and after surveying the area, it came back that the best place to put it would be over the sewer line. It is a main that connects to the cul-de-sac to Sandhill Road. The agreement to be considered by the authority and Brook LP to allow him to place the driveway over the line states that if the authority ever needs to get into the line for repairs or replacement they can and any damage or disturbance would be the responsibility of either Clyde or the owners. The agreement would be binding amongst future owners of the property. Ed is in compliance with the agreement as long as the future owners are aware of the written agreement.

MOTION: Motion was made and seconded to enter into an agreement with the Authority and Brook LP. Motion approved.

ENGINEERS' REPORT – Scott Rights

- Sliplining- update on 8" lines
 - The contract was signed with Mr. Rehab at the September meeting to proceed with the 15" and 18" work. Both Abel Recon and Mr. Rehab provided a quote for the 8" but they weren't for the same quantity so Scott did the math to take their unit prices with our needed amount. Abel came out to be about \$304,978.77 while Mr. Rehab was about \$242,733.25. There is about a \$62,000.00 difference. Abel Recon does use a stronger type of pipe. The outcomes seem to favor Mr. Rehab. Rodney also brought up the point that both pipes have the same life expectancy. Ed feels confident with either choice and the job that they will do.

MOTION: Motion was made and seconded to accept Mr. Rehab's contract 016037 in the amount of \$221,064.00 to complete the relining of the 8" line. Motion approved.

- USG repair
 - Scott received an email of a quote from USG to repair 3 manholes. One was in Homestead Acres and the other two were found in Ebenezer. Their estimated price was \$2815.00. What will happen is that the leaks will be

located and grout gets injected into it as a seal. The pricing doesn't clarify if it is for all three manholes or per manhole. Ed tells the board the situation is severe when it comes to the amount of water leaking out so it would be worth the \$2815 per manhole if that is the case.

MOTION: Motion was made and seconded to pay \$2815 for the work to be done on all three manholes. If Scott discovers the cost is \$2815 per manhole Scott is to obtain quotes from additional vendors and bring them back to the Authority at their November meeting. Motion approved.

ADMINISTRATIVE REPORT – Cheri Grumbine for Lori Books

- SMP- Update
 - Lori is down to 19 residents that were passed to Amy.
- Union Canal
 - There is no need for a developer agreement; offices space/LGI room will be filling in the addition.
- 2111 W. Maple Street
 - Fred prepared the agreement for Mr. Nielson and his connection to sewer. We are waiting on his response.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

- September activity report
 - Tom K. has been helping Dave with some park and rec issues such as cutting grass, trimming trees, and helping with the dugouts.
 - Tom's retirement date is getting closer.
 - The pump station huts that had been recently upgraded had a factory defect with the outside coatings. They flew two guys out to fix and finish it.
 - Tom C. has been getting numbers together for the pickup truck and generator.
 - Water street had an immense stormwater project.
 - Fall clean up begins next week.
 - The sewer in Sweet Briar is almost finished.
 - A high-water alarm was discovered at the Kochenderfer pumping station and none of the guys were made aware. The issue was that the area code wasn't programmed in and now Verizon requires the use of the area code for all local numbers. The area code has now been programmed in for all pump station alarms.

ATTORNEY REPORT- Amy Leonard

Delinquent Sewer – Updates – Amy did not have any specific comments or remarks on accounts.

Additional Comments and Questions

With no more business for the good of the Authority, the meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Molly Finley
Recording Secretary