

**Minutes
North Lebanon Township Municipal Authority
November 12, 2015**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, November 12, 2015 at 7:00 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
Sue Switzer Pierce	Assistant Secretary
Tod Dissinger	Treasurer
Frederick Wolf	Solicitor
Cheri F. Grumbine	Township Manager
Scott Rights	Steckbeck Engineering

Also in attendance were Amy Leonard, Esquire and two guests.

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

Comments from the Public

There were no comments from the public.

Chairperson Demler asked if there were any additions or corrections to the October minutes or a motion to approve.

MOTION: Motion was made and seconded to approve the October minutes as written. Motion approved.

Chairperson Demler asked for a motion to approve the invoices and requisitions for payment all subject to audit. Question was asked about an invoice for tree trimming to which the reply was it was a tree that was against a house at the pump station.

MOTION: Motion was made and seconded to approve invoices and requisitions for payment all subject to audit. Motion approved.

SOLICITORS REPORT

Rockwood

Solicitor Wolf stated he and Scott had an appointment to meet with Swatara to settle everything with Rockwood. He reported they received everything they need from PENNVEST, and we would be able to pay off our portion of the debt, but PENNVEST would only allow shortening the loan which would in turn increase Swatara's payments.

Damage to sewer system due to paving

Sol. Wolf reminded the Board that damage estimates were given to the contractor. Abel Recon looked at the work and gave a price to complete the work at approximately \$6,700. Mgr. Grumbine sent a letter in the bill for the repair work to the contractor stating he would initiate the work, pay the bill for the repair work, and deduct that amount from the contractor's bill. Discussion followed.

Refinancing

Sol. Wolf reported the refinancing had been completed and all the documents were signed by the Authority and approved by the Township. In June of 2016 the trustee will be notified to contact all the bond holders that the bond will be paid. The trustee will receive the money from the bank in September and pay it off at that time. He explained that the payments for the bond are in the budget and will be paid until 2016.

Hampton Inn

Sol. Wolf said there are no sewer line extensions needed for the Hampton Inn. They will need to pay for sewer capacity, tapping fee, and sewer permit fee. Scott showed where they will be tapping into the existing line. Discussion followed regarding the size of the line. Mgr. Grumbine explained they needed to do a planning module. Scott mentioned they need this due to the area where they are tapping into the sewer. Scott reported they are hoping to get everything completed by the Board of Supervisor's meeting next week. There is a component that the Authority will be asked to sign off on stating there is capacity available. This may be signed at the December meeting.

Leonard Issue

Sol. Wolf mentioned they had already discussed this issue during the joint meeting regarding the run off from Bowman's property through the Leonard property. We are recommending completing this issue with the Leonard's and Harry Bowman where both parties are responsible for taking care of the water runoff from Harry Bowman's property over Leonard's driveway onto Hillside Drive. The Authority's only responsibility is to place fill and removing the metal plate. Any paving work done in Leonard's driveway would be his responsibility and if it reoccurs it would be their problem.

MOTION: Motion was made and seconded that pertaining to the Leonard/Bowman situation the Authority would provide and place the fill in the area of the situation on Leonard's driveway. We would remove the plate, do the fill, and then from that point Leonard would be responsible to repair the asphalt on his driveway, and that would be the extent of our involvement to this type of situation. If it occurs again, it would not be the responsibility of the Authority and would be the responsibility of the Leonard's and Bowman. With no further discussion, motion carried.

Moravian Manor conduit

Sol. Wolf explained for many years the Authority has acted as a conduit for Moravian Manor for various projects that they financed at their retirement community in Lancaster. They are now expanding their housing facilities. The anticipated borrowing is \$20 million with \$10 million in 2015 and the other \$10 million in 2016. The Board will be approving acting as the conduit and a fee will be established for the Authority which will be applied at the closing. If the Authority is willing to participate, we have a resolution authorizing the project, and authorizing the Authority to sign any of the financing documents required.

MOTION: Motion was made and seconded to approve the Resolution for the number which will be assigned for the next resolution number dealing with the Authority acting as the conduit for the future expansion of the Moravian Manor facility. With no further discussion, motion carried.

Manager Grumbine asked about the signatories for the checks. Sol. Wolf said they would need a motion stating all checks can be signed by the three who have signed the signature cards.

MOTION: Motion was made and seconded that Cheri Grumbine, Tod Dissinger, and Wynanne Demler all have the authority to sign Authority checks, and we need two signatures when checks are paid out. With no further discussion, motion carried.

Shed issue

Sol. Wolf explained that there was an issue of a shed on the sewer easement which was approved by County Planning. It was not shown to the County planning employee by the property owner that there was a sewer easement in area where they wanted to place their shed. There is a Township ordinance stating no structures are allowed in an easement. Mgr. Grumbine explained that as the original property owners they received a letter explaining this. The property owner went ahead and installed the shed anyway.

ENGINEER'S REPORT

Scott Rights reported that they had a meeting with two of the Board of Supervisors, Cheri Grumbine, Tom Camasta, Tom Kissinger, and Wynanne Demler. They discussed the issues that were in progress. He mentioned that everything basically stayed the same. He explained Tom Camasta said he would like to purchase a spare pump for each pump station rather than replace the pumps at this time. He said Orange Street has already had the pump replaced. The Jay Street, Frances Ann, and Kochenderfer Street stations would all have a spare pump to replace the existing one if there was a problem. Discussion followed whether there is a possibility of refurbishing any of the pumps. Scott replied he had never heard of anyone doing that. Tod questioned whether it is smart to do that due to the fact that the pumps are 30 years old. Scott replied he relies on the operators in most cases because they work with it every day. Discussion continued whether they should keep new pumps in reserve and how long it would take to get a replacement. Scott replied they don't want two different manufacturers of pumps and the issue is whether the control panel would be compatible with the pumps. He further explained that the control panels are damaged and the conduit needs to be replaced. Tom C. requested simplifying the controls.

Scott said Tom reported Kochenderfer pump station has a problem with the wet well. In the case of a power outage a generator was always brought in. A request was made for a generator to automatically switch on in case of a power outage. Scott said that different operators have different preferences and some operators like the Muffin Monster which had been discussed and some don't. Scott explained how the Muffin Monster works. Discussion continued. Sol. Wolf asked about the problem with the pump at Rockwood to which Scott replied the gasket was replaced and it has been working. We are thinking that was the problem. Question was asked how long the Kochenderfer pump station was in to which Scott replied since 1986. Discussion continued regarding using a portable generator. Scott explained that all the newer stations are now required to have a backup generator which automatically kicks in when there is a power outage. Tod asked if the decision could wait another month in order to ponder the options.

Scott explained that all the pump stations have the older technology RACO verbatim autodialers which only calls with an alarm and tells how long the pump ran. The Rockwood pump station has the Omnisite system which is newer technology and makes the alarm call and monitors the flow with more accurate data. He explained there is a newer product on the market which does the same thing as the Omnisite but is less expensive but has not been marketed in this area. Scott explained the issue we are having with the Omnisite system with the possibility of correcting that issue. Scott explained that the systems will be wireless which is a savings due to not using the land line. Scott mentioned that Tom is setting up a demo with the new RACO system. Question was asked if we were going to table making a decision to upgrade the autodialers, the pumps, and the generator. Discussion continued and the decision was made to table the decision until further information is received.

Sliplining

Scott reported the bids for the two problem areas came in under the cost needed to bid on the project so we can go ahead with the sliplining. They were cleaned and televised and they will be lining them.

Muffin Monster

After discussion it was decided that the Muffin Monster was not needed.

MOTION: Motion was made and seconded to rescind our motion earlier to purchase a Muffin Monster for Water Street and get rid of that motion and proceed. With no further discussion motion carried.

Manager's Report

Mgr. Grumbine mentioned she would like to combine some of the line items on the Authority budget to simplify it. Question was asked if there was any decision on a new billing system to which she replied we are still looking at the options.

She remarked regarding Rockwood installation agreements she did not know exactly which ones were outstanding.

With no more business for the good of the Authority the meeting was adjourned at 8:44 p.m.

Wynanne reported that there was an executive session but there is nothing to discuss. Attorney Leonard mentioned that one delinquent payment came in today.

Respectfully Submitted,

Barbara Bertin
Recording Secretary