

Minutes
North Lebanon Township Municipal Authority
November 9, 2017

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, November 9, 2017 at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following Board members present:

Dawn Hawkins	Vice Chair
Tod Dissinger	Treasurer
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: Gary Heisey

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

COMMENTS FROM THE PUBLIC:

There were no comments from the public, as there was no public in attendance.

Vice Chair Hawkins asked for a motion to approve the October minutes.

MOTION: Motion was made and seconded to approve the October minutes with corrections. Motion carried.

Vice Chair Hawkins 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

Tod's term is set to expire the end of this year. He was asked if he would consider being reappointed for another 5-year term. Tod agreed.

ENGINEERS’ REPORT – Scott Rights

- Manholes- clarification on proposal costs
 - The estimate provided last month was for 3 manholes. They are planning on getting the job done in the beginning of December.
- Update on CoLA meeting
 - There was a meeting held on October 20th where the City of Lebanon Authority wanted to give it’s contributing municipalities an update on their billing system. They are planning to change their rate structure. They currently charge per thousand gallons and include a flat rate depending on the meter size. They want to abolish the meter rate charge and switch to an EDU count. This will not occur in 2018. Instead, a 5% increase on their charges will occur in 2018. The township currently charges a \$78 flat rate fee for our O & M costs as well as the water usage that the city bills us. Due to the city increasing their rates, our customers will see this increase in water usage reflecting in their bills as this is a passthrough fee. Our rates for O & M will remain the same at \$78 per EDU. The City plans to continue to research how to convert to an EDU count for billing purposes. The 5% rate increase will take effect in 2018. Discussion of different properties and how they would be impacted with the EDU change went on.

ADMINISTRATIVE REPORT – Lori Books

- SMP- Update
 - The cycle has ended, and we are down to 13 remaining properties. The names of those properties owners have been given to Amy.
- Nielson Agreement- ready for approval and signature
 - This was discussed previously in the joint meeting; it is ready for approval and signature of the board.
- Budget review and discussion
 - This was discussed earlier in the joint meeting.
- Tom K’s last working day was Nov. 3rd; last official day will be Nov. 24th.
- The board has agreed to schedule both joint meetings next year and cancel one if necessary.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

- Ed reviewed the October activity report.
- Tom K. has retired.
- The men have been helping with inspections at Sweet Briar, Phase 2. All the sewer is in the ground in Phase 2, including the Kimmerlings Road section. They have not tested the lines yet because they need to settle for 30 days before they can be tested. There were issues with the water lines. They needed to test them four times before receiving a test that passed. Paving will take place in the spring.

- The rail trail project has gotten the manholes. The bridge at Tunnel Hill Road has been postponed until next Spring, but they will continue to work on the trail. The manholes are lined with plastic and they will raise them.
- East Lebanon Auto has been sold. The new owner was required by his bank to connect to the public sewer system. It was done Monday morning. No digging of the street was necessary; they connected along the property with the storage units. There is minimal usage at the property.
- We have a maintenance agreement with Dynatec for the generator here at the township and Ed is recommending we do the same thing for the generator at the Kochenderfer Pump Station. The cost is \$419/year and would only be started once our warranty period is over.

MOTION: Motion was made and seconded to approve the service contract with Dynatec Generators to do the annual inspection and service for \$419/year at the Kochenderfer Pump Station. Motion approved.

- The structure of the highway crew will change a bit. There will be more help with the parks and rec department and the building maintenance.

ATTORNEY REPORT- Amy Leonard

Delinquent Sewer Updates – Overall things are looking good. There have been a few payoffs and settlements with some troubled properties. Only one new property has been added to the list. #12 seems to be having foundation work done. It is vacant and on the December sheriff's sale list. #14 is currently on their payment plan even though there is a lien on the property.

Additional Comments and Questions

Cheri found the document she had been looking for, from Barb. It gave some insight on the Lincoln Mobile Home Park from Barb's perspective. Cheri read this to the board explaining how Barb had been trying to solve this issue for about 11 years. Water has been turned off and letters had been sent to the owners. As per the agreement, we should not be getting to the point of water terminations for tenants within the park. Additional discussion of this topic occurred.

With no more business for the good of the Authority the meeting was adjourned at 7:30 p.m.

Respectfully Submitted,

Molly Finley
Recording Secretary