

**Minutes
North Lebanon Township Municipal Authority
March 8, 2012**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, March 8, 2012 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
Brian Hartman	Secretary
Susan Switzer Pierce	Assistant Secretary
Tod Dissinger	Treasurer
Scott Rights	Steckbeck Engineering
Sheila Wartluft	Assistant Manager

Also in attendance were Mike Kneasel, Wastewater Foreman and eight 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 for a motion to approve the minutes from the February meeting.

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

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

Due to the fact there was no solicitor in attendance Chairperson Demler asked if Engineer Scott Rights had any issues to discuss.

ENGINEER'S REPORT

Scott reported there were agreements regarding the Rockwood Project which had

already been signed and others which would need to be signed by some of those in attendance who are affected by the project right of ways.

Scott reported he, Sheila, and Solicitor Harlan had the conference call with PENNVEST regarding the closing. He said the questions which Solicitor Wolf had asked were answered by PENNVEST. He further explained the North Lebanon Township Municipal Authority would be the holder for the debt but at closing they may be able to have Swatara guarantee their part of the debt and we would have to guarantee our part with the possibility of our portion being paid off through the Capital Reserve instead of incurring the debt. Scott passed out the updated charts with the PENNVEST grant included. He explained the chart to the Board with it showing a cost of 2.9 million as the cost of the project less the Grace Avenue sewers which have already been paid for through Swatara's growing greener grant which will be rolled over into the 12%-88% share with a total project cost of 3.4 million. The \$912,000 H₂O grant would be prorated between the two municipalities. Question was asked where the costs for Scott's time would be included to which Scott replied engineer and attorney's fees are included in the total cost of the project. Scott explained Sheila and Jen Harding from Swatara have been working on a Lebanon County Comp Plan Implementation Grant of \$50,000. The Growing Greener grant which Swatara received was prior to 2010 before North Lebanon Township Municipality Authority was involved in the project. He showed that regarding the grant Swatara would be receiving \$2.4 million with North Lebanon Township receiving \$313,000 in grant money for our portion. Scott explained that Swatara is looking at a shortfall of \$642,438 and we are looking at \$66,080. He further explained that the loan they received from PENNVEST was for \$566,000 at 1% for twenty years. None of the funding would include Grace Avenue and the land acquisition. Scott explained the engineering costs which were included were design and the number of applications for the financing which were definitely worth the effort.

Question was asked about the engineering fees and that the agreement would include reimbursement of North Lebanon Township Municipal Authority's invoices which have already been paid to which Scott replied he had seen that as an exhibit in the agreement. Scott explained that the user rates for North Lebanon Township customers would be the same as the remainder of the township.

Scott reported that there was one question on the PENNVEST conference call regarding the awarding of the contracts to which Solicitor Wolf wanted the language to state that the contract would be conditional on the awarding of the PENNVEST grant and loan, however PENNVEST has their own closing criteria. Scott explained the timeline of the bidding process and awarding of the bids. He also explained he would like to notify all of the funding agencies involved so they would all be on the same page as far as exactly when the funding needs to be used.

Scott emphasized the importance of the agreement being signed at the May 10th meeting as PENNVEST has already chosen a closing date of July 26th. There are many

forms to be completed prior to the closing date and they are on the PENNVEST website with our project information.

Scott reported he had spoken to all the property owners who are involved in the right of ways and the pump station properties. PENNVEST requires that they have all the right of ways secured before closing. He said that this evening Swatara is to be taking action authorizing that if they are not able to obtain all of the right of ways that we have the ability to file eminent domain.

Scott reported that there were contractual documents for the bidding included in the packet from the Solicitor. He explained he and Sheila had reviewed these documents. He mentioned they were targeting to start construction around late summer with having the work done by June of 2013. He said by next month letters may be sent out to property owners. The second letter would go out when the project is done stating that they would have 90 days to connect. Question was asked by a resident when they would find out the specifications for their portion of the connection to which Scott replied most likely in 2013. Sheila asked if Scott had heard anything regarding the CDBG grant money to assist the property owners to which Scott replied he wasn't sure when that would be with the possibility of \$50,000 this year and \$50,000 next year.

Stewart Plan

Scott reported regarding the Stewart plan which is in the Rockwood project area they acknowledged that if they sold the property they would acknowledge if the on lot system fails they would be required to connect to public sewer. Sheila mentioned they were asking if they would provide a lateral to separate vacant lots to which Sheila replied we had not made any of those decisions yet. Scott responded that when they send out the letters they would be given the option to install a lateral and pay the tapping fee and most likely if they do not place a structure on the property within three years they would need to start paying the debt. Discussion followed regarding the "y's" that had been previously discussed.

Sheila said they are looking for a recommendation for a motion to approve the Stewart subdivision/lot addition plan. Discussion followed regarding the plan and where it is in respect to the Rockwood Project. Sheila explained that the note was included that if the on lot fails they would be required to connect to public sewer.

MOTION: Motion was made and seconded to approve the current amended Stewart lot addition plan. With no further discussion motion carried.

Mace/Marks/Fisher Rezoning

Scott reported they were asked by the Township about the capacity for that area. Scott explained he, Sheila and Mike had looked at the issue and they do have some concerns regarding the wet wells and also some operating issues about the pumps. Discussion

followed regarding the number of homes in the area and the additional ones which may be added. Scott reported they are now at half capacity with the homes which are already connected and that the pumps are okay as well as the force main. They are asking that we address any issues regarding the sewer system while they are in the rezoning process. Scott explained they may need to add an additional wet well at some point in the future. Sheila clarified that there are two separate tracts which include Mace/Marks and the Fisher plans and that the Authority may want to address that issue in their comments. She explained the Board would need to move forward on this because the Planning Commission would be meeting the following Monday. Discussion followed. Scott said he would draft a memo that it is probable they may need to include a wet well after evaluation of the actual plan when it is submitted.

ASSISTANT MANAGER’S REPORT

Sheila reported on the onlot sewage violations which were previously discussed. She explained she is working with Lori at County Planning. There are various issues and reasons regarding why they have not been completed. She said they are down to four people who have not contacted them at all and the list has decreased with only a few who have not complied.

SEWER DEPARTMENT REPORT

Question was asked about the status of the crane to which Mike reported there were several problems and that the repair was just completed this week.

With no more business for the good of the Authority the meeting was adjourned at 8:15 p.m.

Respectfully Submitted,

Barbara Bertin, Recording Secretary