

**Minutes
North Lebanon Township Municipal Authority
September 13, 2012**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, September 13, 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
Frederick Wolf	Solicitor
Scott Rights	Steckbeck Engineering
Sheila Wartluft	Assistant Manager

Also in attendance were Mike Kneasel, Wastewater Foreman; Amy Leonard with Henry and Beaver; and five residents.

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

Comments from the Public

Sharon Eynon was at the meeting to discuss the trees on the sewer ROW at her neighbor's house. Mike explained that he has met with her neighbor and they discussed removing the trees after the leaves fall off and go dormant which will be in the next few months. It was decided that Fred would draft a letter to her neighbor to give him a time frame for the tree removal.

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

MOTION: Motion was made and seconded to approve the August minutes as printed. 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

Rockwood Sewer Project

Sol. Wolf reported that all of the PENNVEST information has been submitted for approval. We will now wait to hear from PENNVEST for settlement approval.

Delinquents

Amy Leonard will be following up with the delinquents to try to collect the payments that were agreed to by the residents.

Vacant Board Position

Sol. Wolf reported that no appointment was made by the Board of Supervisors' to fill the vacant Vice-Chairman position on the Authority Board.

Joint Meeting

Sol. Wolf stated that he would get a date from the Board of Supervisors for the joint meeting. The plan would be to try to schedule it on November 8th prior to the Authority meeting.

Wynanne reported she had attended the PMAA Conference and they had a handout on methods to increase collections. She distributed the handout and shared some of the techniques with the Board.

ENGINEER'S REPORT

Rockwood

Scott indicated that late in the day he had finally heard that PENNVEST was satisfied with the closing documents so we could move forward. Scott suggested that we issue a Notice to Proceed on September 17th 2012 that will give the contractors 365 days to complete the project.

MOTION: Motion was made and seconded to issue a Notice to Proceed for September 17, 2012. Motion carried.

Scott continued to explain the revised funding offer that was given to us by PENNVEST that changed the grant amount. The amount that was changed was for past engineering fees incurred by Swatara Twp. Scott indicated that NLTMA's share is approximately \$95,000 but we will be collecting \$160,000 in tapping fees. Scott also explained the contingency amount and how that has been adjusted. A discussion about

the back-up motor and the pump station building also took place. The test holes for the gas line confirmation were also discussed. Due to the gas line drawings, there was a concern that they were not properly marked and could be dangerous to the work crews. The cost of the test holes was discussed and Scott informed the Board that he spoke with Swatara's engineer before any decisions were made.

ASSISTANT MANAGER'S REPORT

Sheila provided a color coded map for the Board to view showing the 4 scenarios in the Rockwood project: mandatory connections, vacant lots, homes beyond 150 feet, and those homes outside of the project area. She indicated that letters were sent out to the residents this week.

Sheila passed a copy of the new rate chart that reflects how the new City rates starting July 2013 effect NLT customers compared the existing 2012 chart.

She then reported that she received a letter from LVEDC in regards to the bonding release for the \$56,000 that NLTMA is holding for the Business Park. This bonding was from 5 years ago and will need to be further investigated to see if we are able to release the bonding. Mike will inspect the line to see if there are any issues that he notices.

The 2013 budget was discussed.

SEWER DEPARTMENT REPORT

Mike handed out his report to the Board. A question was asked about the pump at Frances Ann to which Mike responded we had to order a new pump. He indicated it is a special order pump because that type is no longer manufactured.

With no more business for the good of the Authority the meeting was adjourned at 8:35 p.m.

Respectfully Submitted,

Barbara Bertin, Recording Secretary