

Minutes
North Lebanon Township Municipal Authority
December 13, 2012

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, December 13, 2012 at 8:00 PM following the joint meeting with the Board of Supervisors 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
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, and four residents.

The meeting was called to order.

Comments from the Public

There were no comments from the public

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

**MOTION: Motion was made and seconded to approve the November 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.**

SOLICITOR'S REPORT**Rockwood Sewer Project**

Sol. Wolf explained there were some issues with a few of the properties. Scott explained the issue involved with the Stewart lot add-on. He further explained that two of the lots do not have access to the main line. He then explained that he had talked to Mr. Stewart and he has agreed to pay the extra costs we could incur for the contractor to extend the laterals. He further reported that Mr. Garrison is contemplating building in the future. He explained there is the issue regarding the purchase of the EDUs which were not included in the initial bidding on the project in regards to vacant lots. Sol. Wolf explained that we need to be consistent with any vacant lots which are in the same situation and want to build within the next five years. They would initially pay for the lateral and maintenance in the right of way, the tapping fee and after sixty days notice be billed for everything except the sewer treatment. This would be done in lieu of the capacity fee, and they would pay the \$2,000 tapping fee for connection. Question was asked what happens if they don't connect within the five years? The reply was they would be responsible for the capacity fee in full at the going rate. Sheila explained there are only eight lots involved with three of the lots being owned by the same person. Scott explained the initial properties are included in the funding but these vacant lots were not. Discussion followed whether the vacant lots should be paying the capacity fee along with the tapping fee. The consensus of the Board was that they should pay the capacity fee along with the tapping fee at the special rate that everyone is paying at this point.

Sol. Wolf said there is a property where the line will need to go through another property. Scott stated they have been talking to the neighbors as to who may be willing to give a right of way to go through their property. He explained they want to be consistent and offer the same amount as the others have been given. The Board agreed.

Sol. Wolf asked if there were any change orders from the contractor to which Scott replied regarding the Buckeye gas lines on Washington Avenue they found they needed to go deeper. They only found out about the gas line after the bid was awarded when the One Call for the Buckeye pipe lines was placed. It was a category which was not included in the bid price. He said the additional costs encountered were about \$16,000 to lower the sewers. He explained they need to add a line item to the bid form with a quantity attached which would be 58 feet at \$175 per foot. He said the change order which we need to approve would be for \$13,150. He explained the difference between the bid and the actual change order. Discussion followed. Scott reported the pump station design is nearly complete and came in at \$73,000 and we budgeted it as \$100,000 with the only things missing being a propane gas tank and a concrete pad. Discussion followed regarding the propane tank and whether to rent the tank or buy it.

Solicitor Wolf asked Scott how many change orders he could foresee at the present time to which Scott replied there were two that may be needed as of now. The question was also asked about when we would be receiving reimbursement from PENNVEST and the H₂O grant. Sheila said they had requested \$89,390.63 from PENNVEST. Scott reported the H₂O request which was submitted was for a reimbursement of \$138,966.78. Scott said the contractor had submitted a pay request for \$677,667.60.

MOTION: Motion was made and seconded to pay JOAO Bradley \$677,667.60 for the period ending November 30th. With no further discussion, motion carried.

Scott said he would like to send that invoice in for reimbursement. Scott reported the letter regarding traffic control had been sent out that afternoon. He said there had been some discussion regarding some damage to the roads. He mentioned Mike had been out at the site everyday and it has been very helpful with him working with the residents. Sheila reported she had received a call from Swatara and that the residents have been very positive regarding the project and the fact that Mike has been present to talk to them and answer questions. Discussion followed regarding an accident which had occurred on Water Street. Sol. Wolf said that is why they met at the site to make sure the road was safe for the winter.

Removal of trees in ROW

Sol. Wolf reported he had sent the letter out to the property owner who has trees in the Authority's right of way that they would need to remove the trees. The property owner requested that they wait until spring to remove the trees. Sol. Wolf said he would call the property owner.

Godshall's agreement

Sol. Wolf said he would be preparing an agreement for Godshall's to buy the extra sewer capacity and that unless the Board has an objection he will go ahead and prepare the agreement. He said he would have it prepared by Monday.

Delinquent Sewer Customers

Sol. Wolf said Amy's report regarding the delinquent sewer customers is attached to his report.

ENGINEER'S REPORT

Scott reported the sewer work is continuing at the Crossings. He said Sheila has a new plan which includes combining lots on Rossi Road. There are no improvements to the lot. She said is asking for approval letter.

MOTION: Motion was made and seconded to send the approval letter for the Care/Heffner plan that they are okay with the lot addition. With no further discussion, motion carried.

ASSISTANT MANAGER’S REPORT

Sheila said Jerry’s from Godshall’s would be in Monday and the Board agreed they are okay with going forward with that because Godshall’s wants to complete it before the end of the year.

Sheila reported she has the resolutions for the budgets for the year. She said she had made the changes in the Sewer Operating budget which reflect the changes the Board of Supervisors made which includes insurance and wages. She said she had also given the Board a copy of the Capital Reserve budget which now reflects only the purchase of whatever needs to be done at the Frances Ann pump station and a replacement crane. She also stated she understood that the Board did not want any increase for the sewer or water.

MOTION: Motion was made and seconded to approve the proposed 2013 Sewer Operating and Capital Reserve budget with no increase to the quarterly sewer rate. With no further discussion, motion carried.

MOTION: Motion was made and seconded to approve the proposed 2013 Water Operating budget.

Sheila mentioned she had made contact with Scott Burkholder at Landmark about the water tapping fees for five lots. She said she will continue to try to contact him.

SEWER DEPARTMENT REPORT

Mike reported they had discussed everything.

Motion was made and seconded to adjourn. With no further discussion motion carried.

With no more business for the good of the Authority the meeting was adjourned at 9:00 p.m.

Respectfully Submitted,

Barbara Bertin, Recording Secretary