

**Minutes
North Lebanon Township Municipal Authority
January 10, 2013**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, January 10, 2013 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
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 Amy Leonard, Esquire; Mike Kneasel, Wastewater Foreman; and four guests.

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

Reorganization of Authority Board

Solicitor Wolf stated the first order of business would be to elect the officers for the Municipal Authority Board for 2013. He confirmed at the current time the officers are: Wynanne Demler, Chairperson; Gary Heisey, Vice Chairperson; Tod Dissinger, Treasurer; Brian Hartman, Secretary; and Susan Switzer Pierce, Assistant Secretary. He explained the Authority Board can either entertain a motion to re-elect the same slate of officers as 2012 or someone may make a motion to nominate individually for each office.

MOTION: Motion was made and seconded that we appoint the Authority Board as it currently existed in 2012. With there being no other discussion the motion carried unanimously.

Comments from the Public

Mr. Fortna, Kimmerlings Road, stated he is questioning the possibility of installation of sewer on the east side of Kimmerlings Road which was not done previously due to the extra cost to the pumping station. He said he feels it should be done now. Scott Rights, engineer, explained that the Crossings development will be developed in four stages and that Phase I would be in the lower portion and not in the phase which will

be near Kimmerlings Road and that it would be a few years out before the developer reaches that point. Sheila explained that the plan has developed slower than was originally intended, but this extension is on the 10-year Capital Plan approved by the Board.

Chairperson Demler stated the Board would need to make appointments and approvals to conduct Authority business which would include the Authority Depository, Solicitor, Engineer, Auditor, and SEO.

MOTION: Motion was made and seconded to appoint the Depository, Solicitor, Engineer, Auditor, and SEO for 2013 as they existed in 2012. With no further discussion, motion carried.

Chairperson Demler asked for a motion to approve the minutes from the joint meeting of the Municipal Authority and the Board of Supervisors.

MOTION: Motion was made and seconded to approve the minutes from the December joint meeting of the Municipal Authority and the Board of Supervisors. Motion approved.

Chairperson Demler asked for a motion to approve the December minutes.

MOTION: Motion was made and seconded to approve the December minutes. Motion carried.

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

Solicitor Wolf reported that in our agreement with Swatara Township one of the issues is that the residents in Swatara who are not connected to city water must connect due to the fact that the most effective way to collect from delinquent sewer customers is through water shut offs. He mentioned that Sheila received a list of those customers affected and they will forward that to Swatara. He explained that there were expenses which were not covered by the H₂O grant and would not be reimbursed by either H₂O or PENNVEST. Of those expenses Swatara will be responsible for 88% and we will be responsible for 12%. He said the Redevelopment Authority has some block grant money set aside for the project which may be provided to eligible property owners to help them make the connection and tapping fees. He explained Ray Bender should be

sending out information regarding what would be covered and how they go about applying for those funds. Sheila reported she had talked to Mr. Bender and asked him if he could get the information out as quickly as possible to which he agreed he would do so in January. Scott explained that the pump station needed to be completed before anyone would be able to connect. Sol. Wolf said they would need to follow up to see if the people had received the information.

Sol. Wolf reported there was an issue with protecting the project area during the time of construction. There was an accident where a driver hit a manhole and flipped his vehicle. He explained it was not our responsibility but the responsibility of the contractor's insurance. They had a meeting at the site which included a representative from Swatara; Sheila; Mike; Scott, Ed Brensinger, Roadmaster; our inspector; and himself to make sure the construction area is safe as possible. He reported the issue was also raised at the township employee safety meeting. He said they would not be working over the winter but would need to be sure there is proper signage and the area is safe when the work commences.

Sol. Wolf reported there was water in one of the trenches and Scott replied that the work had been completed to stop the water. He said there was a property owner which would need to go through another property and he had drafted an agreement to be signed by both property owners stating he was allowing the other property owner to go through his property to connect to the sewer line and that the property would be restored. As far as the Stewart property, Mr. Stewart entered into a contract with the contractor for an extension to get a connection. This work has been done. Discussion followed regarding other vacant lot property owners and whether they need to enter into an agreement regarding sewer capacity. Sol. Wolf said he and Sheila would get together to go over the list and see who would need to receive a letter.

Miscellaneous Issues

Sol. Wolf reported Weaver's Bologna signed the agreement for the additional EDU capacity and paid the associated fees.

MOTION: Motion was made and seconded to approve the Weaver's application to purchase the additional sewer capacity since they have paid what was required. With no further discussion, motion carried.

Sol. Wolf reported that John Beers has told him the Authority will not need to pay for an update of the pretreatment ordinance so that can be removed from our list of ongoing issues.

In regard to the annual joint meeting with the Board of Supervisors it had been discussed scheduling a second joint meeting and that they would need to begin to work on scheduling that second meeting. He reported that Manager Grumbine had obtained some information on health insurance from various other municipalities which he is

passing on to the Board. He explained that the other municipalities are going through the same process as we are.

Chairperson Demler asked what was happening with the issue of the trees in the right of way to which Sol. Wolf replied they had received a letter. Discussion followed regarding the timeframe of the removal of the trees. It was decided to pass this issue to Officer Wengert for enforcement.

In regard to the Authority receiving a check from the Attorney General's office, Attorney Amy Leonard reported that they are not sure as to when we will receive the payment. Sol. Wolf mentioned they would be going over the remainder of his report in executive session.

ENGINEER'S REPORT

Rockwood sewer project

Scott reported the construction of the laterals, mains and temporary paving is done. He mentioned they are working on the air testing of the mains. Lining is being done in the existing manholes in Deerfield and Monday they will be lining at the Water Street pump station. He said they are also putting on the manhole risers. He explained they are four to five months out for delivery of the pumps. Question was asked about Met-Ed to which Scott replied he had not received an answer to when Med-Ed would complete their work.

Scott said he has a number of invoices which need approval. He said he had a pay request from JOAO Bradley for \$468,695.90 for the balance of the pipe proportioning, laterals, and temporary paving. There were also numerous change orders which he passed out to the Board to look over. He said the first was for the Buckeye gas line which he will be sending to Buckeye. The next change order was for a change in depth due to the gas line with a net change of \$16,115.00. The next change order was for the pump station with an upgrade in the type of pump station to include a block building instead of a fiberglass hut and a permanent back up automatic engine for a net increase of \$67,775.00 which was less than the budgeted \$100,000. In the Washington Avenue sewer trench where the water was accumulating the contractor kept a pump and generator running 24 hours a day to keep the water from running into the adjoining property owner's basement with a rental fee for the pumps of \$8,127. The last change order was for a pipe from the bottom at the back end of the trench on Washington Avenue where the water will flow back onto Washington Avenue and then into the creek for \$14,641.30. The total change orders are \$109,658.30. He said they are running under project costs at this time. He reported the construction is on schedule and they are approximately \$5,000 under and that they will have a much better handle next month when all the temporary paving quantities and pipe adjustments are completed. Scott asked for approval of the change orders.

MOTION: Motion was made and seconded to approve the JOAO Bradley pay request #3 for \$468,695.90 and also the change order numbers one through five for \$109,658.30. With no further discussion motion carried.

Scott explained H₂O reimburses you for two thirds of the actual costs you submit. They are out of cash so they need to issue a new bond and they are claiming money will be available by the end of the month. He explained they had already a pay request in for JAOA from last month which was paid and included pay request one and two. Scott explained the H₂O grant and the PENNVEST requests. Discussion followed how to proceed.

MOTION: Motion was made and seconded to rescind a portion of the previous motion regarding payment, to rescind only the payment approval request #3 in the amount \$468,695.90 but to authorize submission to the funding agency. With no further discussion, motion was approved.

Sheila reported they have received \$89,390.53 from PENNVEST and we will be paying interest on a portion of that because a portion of that is on the loan. She explained it is not on the balance sheet because it is in another account and we have not yet received that statement from the bank. Question was asked when Swatara would be starting to make payments to which Sol. Wolf responded until we have all the costs and all reimbursements in we won't be able break down the costs. Scott explained how the PENNVEST loan and the H₂O grant would work at the end of the project and it would be very confusing to bill Swatara at this point. Discussion followed.

The Crossings at Sweet Briar

Scott reported they are putting in the infrastructure and have put in a submission to the County regarding the bonding requesting a reduction in their bonding of \$367,439.21 of which \$93,362.50 is associated with the sanitary sewer. The developer is reporting they are 21.4% complete. Sheila said they would not entertain a reduction of the bond until they receive the requested water tapping fees which has just now occurred. Scott explained that this does not affect us monetarily only that we need to advise the county that the work has been properly done to our satisfaction.

MOTION: Motion was made and seconded to approve the bond reduction for the Crossings at Sweet Briar Phase I for the sanitary sewer construction in the amount of \$93,262.50. With no further discussion motion carried.

ASSISTANT MANAGER'S REPORT

Sheila presented Rate Resolution 01-2013 with the only change which she notated being the COLA rates which will become effective July 1, 2013 and will follow their current rates until July 1, 2013. Sheila mentioned that on the major and minor

subdivision fees we would be changing from \$500 to \$525 to match the Township. Wynanne asked for a motion to approve the rate resolution.

MOTION: Motion was made and seconded to adopt Resolution 01-2013. With no further discussion, motion carried.

Sheila explained she had passed out an Annual Activity Report which was the first one which had been done for the Authority. Sheila reported that Mr. Tobias had come in and paid his connection fee.

SEWER DEPARTMENT REPORT

Mike reported they had received the pump for Frances Ann and it has been working. He mentioned he is working on finding a crane for the truck. He said they would be starting sliplining the week of January 28th on Lehman and Maple Streets with 4,000 plus feet to be completed. He stated as Scott reported they would be doing the wet well on Water Street on Monday and Tuesday. Question was asked about work that was being done on Lehman to which Mike replied it is the gas company. Discussion followed regarding road moratoriums in regard to digging up the road for gas installation. Question was asked about a timeframe for delivery of a crane to which Mike replied he is waiting to get an answer. A question was asked about the Frances Ann pump to which Mike replied they want to see how it is working before they proceed.

With no more business for the good of the Authority the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Barbara Bertin, Recording Secretary