

**Minutes
North Lebanon Township Municipal Authority
March 14, 2013**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, March 14, 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
Amy Leonard	Attorney
Scott Rights	Steckbeck Engineering
Sheila Wartluft	Assistant Manager

Also in attendance were Mike Kneasel, Wastewater Foreman; and two 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 February minutes.

MOTION: Motion was made and seconded to approve the February 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

Attorney Leonard reported that Solicitor Wolf requested she mention that he is continuing to work with Swatara in regard to water connections. She also mentioned that the Authority would be keeping any funds from PENNVEST and H₂O until the

project is complete and then figure out what Swatara will need to reimburse the Authority. She said as far as right of way agreements that there were three which are still in progress and Scott Rights said he was under the impression they would be completed by next week. In terms of PENNVEST and H₂O payments, the bills from Henry and Beaver would need to be broken down into three parts and Scott reported that had been completed. Att. Leonard reported that the mandatory connection letter which the Board has received is for informational purposes at this point. She explained the information which needs to be inserted is in regard to the attorney and recording fees. Sheila reported she has been working with Fred on the informational letter that will have to be accompanied with an agreement. They will need to wait until the project is complete to send the letters out.

Removal of trees

Att. Leonard reported regarding the ongoing issues of trees in the right of way, the owners have agreed to remove the trees by the end of April.

Developer agreements

Att. Leonard said she had not received any information regarding developer agreements.

The Crossings

Att. Leonard asked that Scott or Mike report on the installation of the sewer to which Scott replied the sewer work is mostly complete except for the testing and that most likely they will not come back until April because they need to wait for thirty days to make sure the settlement does not affect the pipes.

On Lot Sewage Violations

Att. Leonard reported there are nine property owners who have not complied and they will be sending a final notice regarding the violation, and they have fourteen days to become compliant.

Sheila reported that the property located in Rockwood which was owned by Fannie Mae has been sold and that she did not have all the contact information. Question was asked if we could collect anything at settlement to which Sheila replied that we didn't have any charges at that time.

Delinquent sewer collection

Att. Leonard explained that they would go over the delinquent collections in executive session.

ENGINEER'S REPORT

Rockwood sewer project

Scott mentioned that there was some testing done and the work on the pump station has continued with the footers and base slab being poured, pipes coming up from the floor, and the pumps are to be delivered next week and then the block walls will be erected.

Question was asked what we were looking at time wise to which Scott reported he had spoken with Met-Ed and they would be working out agreements with the property owners for a right of way through their properties to run the lines. He explained that Med-Ed would not be releasing an invoice until the rights of ways are finalized. Discussion followed regarding the issues with Met-Ed.

Scott reported he has a pay request from JOAO Bradley for work on the pump station to set the wet wells and footers in the amount of \$93,594.00 which would bring their amount to \$1,359,975. Scott explained they went on site to check the thickness of the roads in Rockwood which are subpar. He explained they are discussing what they may do when they complete the restoration to the road. They discussed overlaying the entire road so that when the job is done there will be an inch and a half layer. Discussion followed regarding the road with Scott explaining the figures on his report and where we would be regarding the loan and grant monies and whether we would be able to use some of this money on the paving.

MOTION: Motion was made and seconded to pay the JOAO Bradley pay request #6 for February 2013 for \$93,594.00. With no further discussion, motion carried.

Scott reported he noted finalization of some of the amounts which were discussed last month. He reported there had been a change order regarding using the Spray Roc lining at the wet well to include the long force main at Water Street to deter corrosion of the wet well at a cost of \$2494.08. He explained the work is already complete.

MOTION: Motion was made and seconded to accept the change order #8 to Spray Roc the pump section lines at the pump station at Water Street in the amount of \$2,494.08. With no further discussion, motion carried.

Scott requested approval for the Met-Ed invoice of \$61,987.48 if they get the approval so it would not be delayed assuming we get the right of ways signed.

MOTION: Motion was made and seconded to approve the Med-Ed invoice once we receive it pending Med-Ed receiving the signed right of way agreements in the amount of \$61,987.48. With no further discussion, motion carried.

Scott explained that if the amounts changed we would need to make a change in the amount. He said in order to speed things up they may go door to door to have the unsigned Met-Ed copies of the right of ways signed.

Scott reported they did receive the first H₂O reimbursement and that he had prepared the next one in the amount of \$509,902.83.

Scott reported there is an area of concern by a property owner where there are manholes in the field. Scott explained where the rights of ways are in this area. The property owner said the complaint was that the manholes are in the field where it is farmed instead of in the grassy area where he originally thought they would be. Scott explained they had shown the owner the plans. Discussion followed regarding this issue.

Scott said H₂O is willing to give us an extension for another year which would extend the grant to June 30, 2014.

MOTION: Motion was made and seconded to accept the extension on the H₂O grant for another 365 days and that we would need to have used it up by June 30, 2014. With no further discussion, motion carried.

Scott reported they had just received an invoice from Abel Recon for the sliplining for \$31,671.86 which is for the balance of the contract but they do not have the videos of the sliplining. Scott stated he would recommend payment for invoice #1 in the amount of \$142,058.70 which would leave \$31,671.86 in retainage until we receive the videos and are able to look at them.

MOTION: Motion was made and seconded to pay Abel Recon \$142,058.70 leaving \$31,671.86 retainage until we are able to review the work. With no further discussion, motion carried.

Scott explained he would have the Chapter 94 report completed within the next week.

ASSISTANT MANAGER'S REPORT

Sheila reported she had sent the Board a copy of the sewer payment policy which we had adopted and last amended January 12, 2012 which is currently in place and what was discussed at the last meeting. The new policy would reflect a payment would be considered on time if it was in the office by the close of business on the due date or in the drop box by the close of business on the due date. Suggestions were made to place the information in the summer and fall editions of the newsletter.

Question was asked about the weekends and the drop box to which the answer was the weekend policy would not change in that if the due date is on a weekend a payment in the drop box will still be considered on time if it is received before 7:30 a.m. on Monday.

MOTION: Motion was made and seconded to adopt the new wording of the sewer payment policy which will go into effect January of 2014. With no further discussion, motion carried.

SEWER DEPARTMENT REPORT

Mike reported that they had received a call that a lateral was backed up. He told the property owner that we were only responsible for the main. There were roots close to edge of our main. The property owner would need to dig out to the main and put another fitting in with plastic. Mike was later told the cost was approximately \$4,000. Mike explained that he gave the resident names of plumbers.

Question was asked if the crane was in to which Mike said it had not yet arrived and they were selling the other one on Municibid.

With no further business for the good of the Authority, the meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Barbara Bertin, Recording Secretary