

**Minutes**  
**North Lebanon Township Municipal Authority**  
**May 9, 2013**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, May 9, 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.

**Comments from the Public**

Resident stated she had an issue with the truck traffic on her street. Chairperson Demler explained that she should attend the Board of Supervisors meeting regarding this issue.

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

**MOTION: Motion was made and seconded to approve the April 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****Removal of trees**

Solicitor Wolf reported that the trees which were in the right of way were removed.

**Rockwood sewer project**

Sol. Wolf reported that they have three easement agreements for property owners to sign. One needs to go through another property to get their sewer connection and restitution will be made to them at the usual rate. He reported he and Sheila went over the notice to connect letter which will be similar to the notice to connect for the water project. He explained they will have sixty days to connect. Additionally, they will also receive an agreement if they can't pay the tapping fee all at one time they will be given three years to make yearly installment payments. They will also be required to pay a recording fee in case the property is sold before the tapping fee is paid off.

He stated they have completed the vacant lot agreements. He mentioned he would email everyone the final draft before they go out. He also reported Met-Ed said they needed right of ways from two property owners and Met-Ed indicated the easement agreements were mailed out. Scott explained there was some confusion regarding where the letters were at this point. Sol. Wolf said we would be sending Met-Ed a letter explaining there are malfunctioning on lot systems and it is hard for the contractor to plan their work until Met-Ed completes their work. They would like to give Met-Ed a date of July 1<sup>st</sup> and if they have not completed the work they would like to contact someone else who may be able to help get the work completed.

Sol. Wolf reported since last month's meeting he had talked with the Solicitor for Swatara and explained they would need to complete their mandatory connection notice. They will be doing an amendment to their existing ordinance to include Rockwood. Swatara had decided last month that they are not going to require connection to the public water and if this occurs Sol. Wolf told them they will not be following our agreement. If they have delinquents who are not connected to the public water, they will be turned over to them to collect. He also mentioned those customers would be billed for 15,000 gallons of usage.

On the financing Scott showed the Board the total expenses of the project. He explained the hand out would take them to approximately the end of March. He said when they closed on the PENNVEST contract they were estimating 3.2 million dollars of project costs with funding in the amount of an H<sub>2</sub>O grant of \$912,000, PENNVEST grant of 1.5 million and Lebanon County Comp Grant of \$50,000 with loans of \$566,018 from PENNVEST for a total funding package of \$3,031,916 with a shortfall of about \$162,000 between the project costs and funding. He explained this was misleading due to the engineering costs which were incurred by Swatara before the project began. Scott explained that Swatara would be responsible for these costs. He explained that if you

look at the total amounts in essence we were funded for everything except the land costs. Question was asked about the previous amount that Swatara had incurred before the project began. He reported he is projecting that we are left with the 12% on the PENNVEST loan. Discussion followed regarding the project costs.

Sol. Wolf explained he had been trying to get an answer from Swatara Township on what their debt would be on their bills. He mentioned that Sheila had sent them the numbers for the billing.

Scott reported the pump station is mostly complete except for Met-Ed, and they are hoping to do the paving the first week of June. He explained they didn't want Met-Ed to come in with large equipment to ruin the paving job but Met-Ed assured them that they would be bringing in smaller equipment. Discussion followed. Scott reported they are coming in to do the pump station grading within the next week or two. Discussion followed regarding the grading.

Sheila reported she had spoken with PENNVEST because she was concerned about when we would need to start making payment on the loan to which they replied that the first payment was due the first of March, 2014. Sol. Wolf explained that once the notice to connect has been sent out they have sixty days and then they will be billed for the user rate.

### **Joint Meeting**

Sol. Wolf reported they had discussed a joint meeting but since they have not been able to discuss the dates with Suv. Brensinger they haven't been able to confirm it. At this point they are still planning on the July Authority meeting.

### **On Lot Sewage Violations**

Amy Leonard, Esquire reported that they are making progress on the on lot property owners who are non compliant and only have three remaining who have not paid and pumped. She explained she would be following up on these.

### **Delinquent sewer collection**

Sol. Wolf explained Attorney Leonard's report and the various stages of some of the delinquent accounts including possibility of sheriff sale, liens, agreements, and letters.

### **ENGINEER'S REPORT**

Scott reported they had a pay request from JOAO Bradley in the amount of \$59,189.75 for work on the pump station and he would recommend that amount to be approved.

**MOTION: Motion was made and seconded to pay invoice #7 from JOAO**

**Bradley in the amount of \$59,189.75 for work on the pump station. With no further discussion, motion carried.**

Scott reported they had some sliplining work done with the first round being Maple Street and the second round being Joffre, Grant, and Third Street. He said the first round for \$142,000 was paid in February with two more requests of which the first is \$31,671.86 for work that was covered through March 2<sup>nd</sup> and Sheila received another for \$38,000 in April. He stated he is not requesting payment for the second request as there are some unresolved issues. He is recommending payment of the \$31,671,86 invoice but not the \$38,000 invoice

**MOTION: Motion was made and seconded to pay the Abel Recon invoice #1 in the amount of \$31,671.86 for the work they completed March 2, 1013. With no further discussion, motion carried.**

### **Crossings at Sweet Briar**

Scott mentioned regarding the bond reduction for the Crossings at Sweet Briar, they are holding \$106,700.

### **H<sub>2</sub>O Pay Request**

Scott reported they had not received payment from H<sub>2</sub>O for the request in the amount of \$509,902.82 and they have received another invoice. He explained that everything is tracked by invoice. Scott explained the procedure.

Sol. Wolf explained the history behind the relining of the lines and also the unification of rates which occurred a number of years ago.

### **ASSISTANT MANAGER'S REPORT**

Sheila reported she had one issue to report. She explained that Seneca Foods brought us a plan and then they withdrew. She said that LVEDC has now received some grant money and they may be planning to build a rail line over our "fill area" of the sewer main. Sheila explained they went with Jeff and Chad from Steckbeck Engineering and went to Sinking Springs where they showed them a similar situation. Discussion followed regarding the issue of the rail line going over our sewer lines. Mike explained the history of this area. Discussion followed regarding what may work in this area. Sheila said she was asking the Board's opinion regarding the possibility of an independent engineer reviewing the plan on our behalf. She explained that there was not actually a plan yet but they would like to be prepared. Discussion followed whether the Authority needs to get involved at this point in time. Sheila explained that the timeline is very short due to the grant and that if no plan shows up then there will be no charge to the Authority. She read the resume of the engineer who may be working on this.

**MOTION: Motion was made and seconded that we would authorize Robert J. Buchter to review the plan submitted by the LVEDC to have him go over the plan submitted by LVEDC regarding a railroad spur on or near the fill area as long as we incur no costs. With no further discussion, motion carried.**

Chairperson Demler asked if we were waiting for PENNVEST money to which Scott replied we are in a holding pattern due to the change orders which PENNVEST is now reviewing. Scott explained there is a change order that PENNVEST wants the wording changed. This change order involved the problem that occurred when they tried to avoid the resident getting water into his basement. Discussion followed.

Sheila brought up the issue of water tapping fees for the water for the Crossings at Sweet Briar and how we would like to handle the fact that they may be developing faster than we are receiving payment for the water tapping fees. They have paid for five and are to pay for another five by September.

**SEWER DEPARTMENT REPORT**

Mike reported in the past month they had five laterals that had issues. One was a pump issue, one was an issue in a newer part of the system with the other three in the older part of the system. Sheila explained regarding the issue on Sandhill Road. They received a call regarding a resident's lateral that had backed up. They had hazmat, the fire department, and our department on the scene. One Call and PEMA were also notified. We are required by DEP to send a report on the spill even though it is not from our main. Sheila reported she sent a letter using the information reported by Tom Kissinger. Mike did speak with the gentleman from DEP. We are also required to call the emergency spill line within 24 hours. Sheila further explained that an MS-4 report needs to be completed by the Township because the sewer was heading into a storm drain. Discussion followed in regards to licensing and responsibility.

With no further business for the good of the Authority, the meeting was adjourned at 8:20 p.m.

Respectfully Submitted,

Barbara Bertin  
Recording Secretary