

**Minutes
North Lebanon Township Municipal Authority
August 8, 2013**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, August 8, 2013 at 7:00 PM at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA. The following Board members were 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 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 minutes from the Rockwood public meeting, joint meeting with the Board of Supervisors and the July minutes from the regular Authority meeting.

MOTION: Motion was made and seconded to approve the minutes from the public meeting, the joint meeting with the Board of Supervisors, and the July Authority meeting as presented. 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 he and Sheila have been working on the packets for the mandatory connections. He also mentioned they reviewed the list of property owners who have vacant lots and at this point they have the option to pay all the fees at the reduced rate which includes the capacity and tapping fees. They will be required to connect within five years if they choose this option. Sheila mentioned the paperwork from Ray Bender of the Redevelopment Authority will be included in the packet.

Sol. Wolf explained that Swatara has decided they will be responsible for their debt. He further mentioned we may want to make a decision to pay our portion of the debt in a lump sum. He said that a breakdown of the billing for 2013 will be in the notice to connect packets.

Sol. Wolf asked if the Board would like to make a decision as to whether we would like to pay our portion of the debt at this point. Discussion followed regarding whether they would like to make the payment and how this would affect Swatara's debt payment. Sheila said April 1, 2014 is our first regular payment on the PENNVEST loan and that we are only paying interest at this point. Question was asked if we pay our portion off would PENNVEST redo the amortization table. Discussion continued.

MOTION: Motion was made seconded to make payment for our portion of the PENNVEST loan. With no further discussion, motion carried.

Swatara complained that the paving was subpar and Scott explained to them that the contractor was paid to do an overlay and not rebuild the road.

Sol. Wolf mentioned that there are three properties which need right of ways across the adjoining property owner's land. Scott demonstrated which property lines were in question. Discussion followed about these properties. Scott explained the history of how we obtained the base drawings from Swatara for the areas in question because they already had the original drawings. Discussion continued regarding the purchase of the right of ways in question.

MOTION: Motion was made and seconded to approach Kreider for the easement for the respective pieces for the three laterals for the three properties from the property line that we deemed is the correct one to the easement we already have and authorize Scott to offer the standard \$3.00 per foot for the easement we are requesting. With no further discussion, motion carried.

Another property owner had approached them stating that he had a demolition permit to destroy the existing building but Sol. Wolf explained he will have a timeline to

complete the demolition. Discussion followed. It was decided they should give him the sixty days to complete the demolition or connect like everyone else.

Scott reported the paving is complete as well as Met-Ed's work. He said the only obstacle is the auto-dialers. He said they have checked some of the restoration, and it looked like some of the grass is coming back on the individual properties. He explained that the contractor is on vacation, and they will check with him once he returns from vacation. In answer to the question of getting the packets sent out, Scott replied there are a couple properties which have issues which need to be resolved but the remainder of the packets can be sent out. Sheila explained the letter from the Redevelopment Authority states they have until August 30 to contact their office. Discussion followed.

Sol. Wolf asked where we are with PENNVEST and H₂O as far as them paying us back for money we already spent to which Scott replied we are caught up. Scott said they would be making a pay request tonight. He stated the amount is \$402,303.86 to cover the paving, restoration, and work on the pump station. It also covers the paving overlay which is a change order for \$42,065. Scott stated this would bring payments to date to \$2,300,944 with \$106,000 in retainage with some money on the pump station remaining with approximately \$175,000 total.

MOTION: Motion was made and seconded to approve JOAO and Bradley pay request of \$402,303.86. With no further discussion, motion carried.

Scott reported they started the pump station on Thursday August 1st and that should be the effective date of record. He said he created a punch list and suggested Sol. Wolf review the draft of the contract and that once they complete the punch list that gets attached to the document the Board could take action to approve it at the next meeting. The significance of the August 1st start date is that it would be the date the one year guarantee on the contractor's work starts.

Scott said he has been working with Mike and Sheila on the rules and regs. Sol. Wolf said he would be sending Sheila a copy of the notice to connect letter. Sheila reported that once she receives the letter she has everything except the minor changes from Scott on the rules and regulations. She questioned how to address some of the property owners who do not live at the situs address to which Sol. Wolf replied it would need to go to the property owner.

Weavers Bologna

Sol. Wolf reported that Weaver's has requested more EDUs and they have received the go ahead from the City of Lebanon Authority. Sheila reported they sent a letter stating they wanted 30 more EDUs. They have made the first payment for an additional three EDUs. Sheila reported they have completed payment for the first two agreements. She explained these three EDUs are from the last agreement of 20 EDUs and they have now

requested 30 instead of 20. Discussion followed. Suggestion was made to amend the last agreement for 20 EDUs to now show 30 EDUs.

MOTION: Motion was made and seconded to amend the original agreement with Godshall's to purchase 20 EDUs and to make it 30 EDUs with them purchasing 3 EDUs each six months. With no further discussion motion carried.

Scott explained they would need to do a sewage planning module stating the capacity is available. He said the Township will need to sign off on the planning module. Sheila stated she has a letter that she normally submits to the Township to be included with the planning module.

Crossings at Sweet Briar

Sol. Wolf reported they signed a letter of agreement with UGI to share the sewer easement with them. Wynanne and UGI signed the agreement. It does require we have an inspector on site when they are working there. Sol. Wolf stated he contacted Landmark with them being responsible for payment of the inspections. He said they can get it signed at the September meeting. Sol. Wolf mentioned in the agreement there is a provision for UGI to provide the gas service to the 8th Avenue pump station.

LVEDC

Sheila reported the engineer had a few concerns about specification for the concrete and reinforcement and the concrete pad calculations. She said he charged \$1,003 for the review fees with them receiving \$2,550 from LVEDC. The engineer remarks were forwarded for clarification.

Delinquent Sewer Accounts

Sol. Wolf suggested they review the delinquent sewer collection report that Amy Leonard had prepared in Executive Session. Att. Leonard reported regarding the outstanding on lot sewage compliance there are two remaining who have not yet complied. She mentioned they were so delinquent that they would be coming up again in another year. Sol. Wolf recommended that they would wait until next year when they would be coming up for the next three year rotation.

ENGINEER'S REPORT

Scott stated everything had already been discussed.

ASSISTANT MANAGER’S REPORT

Sheila said she had a couple of plans which she would like to forward to Scott to look over.

She expressed she would like to send a thank you to the Glenn Lebanon fire company for use of their hall for the Rockwood public meeting. The Board expressed that they would like to send a donation to the fire company.

MOTION

Motion was made and seconded to send the fire company a donation of \$50 for use of the fire hall. With no further discussion motion carried.

SEWER DEPARTMENT REPORT

Mike reported they are working on starting another round of sewer relining.

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

Respectfully Submitted,

Barbara Bertin
Recording Secretary