

**Minutes**  
**North Lebanon Township Municipal Authority**  
**December 12, 2013**

An advertised special joint meeting of the North Lebanon Township Municipal Authority and the North Lebanon Township Board of Supervisors was held on Thursday December 12, 2013 at 5:30 PM at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following people present:

Municipal Authority:

Wynanne Demler	Chairperson
Gary Heisey	Vice Chairperson
Brian Hartman	Secretary
Susan Switzer Pierce	Assistant Secretary
Tod Dissinger	Treasurer
Sheila Wartluft	Assistant Township Manager
Mike Kneasel	Wastewater Foreman
Frederick S. Wolf	Henry and Beaver LLP
Scott Rights	Steckbeck Engineering

Board of Supervisors:

Richard Miller	Chairman
Edward A. Brensinger	Vice Chairman
Kenneth C. Artz	Treasurer
Cheri F. Grumbine	Township Manager
Frederick S. Wolf	Henry and Beaver LLP

The meeting was called to order at 6:00 p.m. after donated refreshments were served.

Chairperson Demler asked Solicitor Wolf to begin the meeting.

**Review of various expenses**

Sol. Wolf stated regarding the schedule for vehicle replacement the committee of Supervisor Brensinger; Tod Dissinger; Mike Kneasel; and Tim Buffenmeyer, mechanic, met to discuss the various vehicles which may need replacement. Tod reported they had discussed the admin vehicle and that the mechanic had shown them the repairs which had been made and may need to be done in the future. Tod explained that the vehicle was in worse condition than they had originally thought. He further explained that the old police cruisers were now in worse condition than they used to be and were not usable as an admin car. Discussion followed as to what type of vehicle may need to be

purchased. Sheila mentioned that if a vehicle is used in the field it is not desirable as an admin vehicle. Discussion continued.

**MOTION: Motion was made and seconded to replace the admin vehicle and allow Mike and Tod to look for a suitable replacement with a maximum of \$18,500 and leaning toward a crew cab if we can find it. With no further discussion, motion carried.**

Tod mentioned regarding replacing the service truck they decided not to replace it. At the meeting they decided the truck is working well since the crane was replaced. He reported they would review it again next year and that those were the only two vehicles which were discussed.

### **Authority Budget**

At the last meeting there was discussion regarding a rate increase and it was decided at the last meeting they would discuss this issue. Sol. Wolf stated they should first discuss a water increase. Sheila had already suggested they did not need to increase the water debt rate at this time. Sol. Wolf mentioned that developing is slow, and they would need to review this again for next year.

As far as a rate increase for the sewer Sheila had requested a \$5 increase per quarter for 2014. Asst. Chairperson Heisey said everyone knows that he does not believe that there should be an increase. Discussion followed regarding what is billed and what is paid out directly to the City plus other expenses. Discussion continued regarding the replenishment to the Capital Reserve and the fact that we have reserves. Sol. Wolf mentioned that some municipalities make the mistake of using their capital reserve to balance their operating budget. He further mentioned that in the past there had been a \$20 increase to which residents responded they would prefer smaller increases rather than a large increase all at once. Discussion followed regarding possibly cutting some of the expenses including some of the relining which had been previously discussed. Scott explained the deterioration of some of our lines and what is happening with the City lines. Sheila showed both Boards the map which pointed out the City's issues.

Question was asked what costs might be saved if we complete the relining to which Scott replied that the contractor said they may not be able to do it at the previous costs. Scott said it would again be a five year contract and we have the flexibility to review it each year. Question was asked by Suv. Brensinger of how much is going into the City line which is compromised to which Scott replied almost half. He also said it is a projected overload with this being the focus of the study and he explained the City would definitely be required to make the improvements at some time in the future. Discussion followed regarding a small increase.

Question was asked by Suv. Brensinger regarding the muffin monster which is in the budget and why that piece of equipment is needed. Mike explained why this piece of

equipment is needed due to the type of debris which is being placed into the system and the safety issues for his crew. Discussion followed with Suv Brensinger responding that Mike had answered his question. Asst. Secretary Pierce said she would be in favor of \$1 increase and that we are fortunate we have been very proactive as an Authority.

**MOTION: Motion was made and seconded for a \$1.00 per EDU per quarter. Members voting in favor of the increase were Tod Dissinger, Brian Hartman, Sue Switzer Pierce, and Wynanne Demler with Gary Heisey against the increase. Motion carried.**

**Employee health insurance**

Employee health insurance will be discussed in executive session.

**General discussion**

Suv.-elect Sattazahan said he had a source as to someone who may be able to search for a vehicle. Suv. Brensinger suggested they may want to go to the state contract to find a new vehicle with a warranty.

The joint meeting adjourned at 7:30 p.m.

Respectfully submitted,

Barbara Bertin  
Recording Secretary