

**Minutes  
North Lebanon Township Municipal Authority  
January 9, 2014**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, January 9, 2014 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 two 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 2014. 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 2013 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 2013. With there being no further discussion the motion carried unanimously.**

**Comments from the Public**

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 2014 as they existed in 2013. 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.

Scott Rights mentioned there should be a correction to the amount listed as \$75,000 in regard to the amount to be retained for restoration in the Rockwood project. The correct amount should be \$7,500 not \$75,000.

**MOTION: Motion was made and seconded to approve the December minutes as corrected. 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**

Sol. Wolf mentioned they did notify Swatara of the money which would be placed in the escrow account for the payment of the PENNVEST loan.

He explained we have some continuing problems that have been previously discussed, one of which includes a property owned by a deceased person. He said we need to decide if we are going ahead with anything as there are two sons which reside there. He explained we can't continue if we don't have anyone to send the 60 day notice to connect. It was explained they could open the estate and file a claim against the estate. Sol. Wolf explained that under our resolution we need to serve someone and then let Swatara take over from there if they don't respond. He said if we get to the point that the children take letters of administration out to be served then we can proceed. He explained they need to get it to this point before we can proceed with billing Swatara. He responded to a question as to why Swatara isn't responsible to which he replied we need to serve the descendants before we can proceed. Discussion followed. It was the consensus of the Board to proceed with serving letters of administration.

Sol. Wolf stated there is another problem regarding a property owner who has not responded to any of the attempts to notify him. This property involves an adjacent property which needs a right of way in order for him to connect. The property owner which needs the right of way paid his tapping fees and is ready to connect. The Board expressed they would like to proceed with whatever needs to be done in order to get the right of way. Sol. Wolf said that would probably involve the constable or sheriff and filing to get him served. We will then proceed to file for a right of way through his property for sewer service. He explained we would be required to pay him \$3 per foot which is what was paid for the other right of ways. He explained how the process works in response to questions that were asked. Sol. Wolf replied it would require a motion.

**MOTION: Motion was made and seconded authorizing the filing of a claim for a right of way on the property of Troy Ream. With no further discussion, motion carried.**

Sol. Wolf said Scott Rights would explain our portion of the debt. Scott explained the pros and cons of making a full payment for our portion of the debt and how it may affect the loan in the future.

There was a discussion of a payment plan for another property owner and how it would be working.

Sheila reported that there are a few who have not yet paid and are not connected. Scott reported that Lech Brothers have not been back to connect a number of the property owners who have contracted with them. He said he had contacted the company and they said they would be in the following week. Sheila said a number of these people were working with the Redevelopment Authority.

### **Miller Street connections**

Sol. Wolf mentioned the agreements with the property owners on Miller Street who were required to connect. He said they have until this year to make the connection. The Tobias's have paid the fees but not connected yet. Sheila said Mike and she had called two of the property owners and their agreements had conflicting dates as to when the actual connections needed to be made. She reported the Tobias's have upgraded their electric. There had been some health issues in the family but they were working on getting it accomplished. The other property owner has not paid yet but he will work on it with his agreement saying October as is the Tobias agreement.

### **LVEDC**

Sol. Wolf reported they had not heard anything from LVEDC.

**Gas line**

Sol. Wolf asked if they had heard anything from UGI regarding the gas line to the Eighth Avenue Pump Station with the reply that they have not heard anything. Scott said he had contacted Landmark and told them they can't take dedication of the right of way until they finish the sewers. Sol. Wolf said we can't get the right of way agreement done and therefore can't pressure the gas company.

**Joint Meeting**

Sol. Wolf mentioned the joint meeting dates for 2014 have been set for June 12<sup>th</sup> and November 13<sup>th</sup> at 5:30 p.m.

**Tel Hai**

Sol. Wolf said they are waiting for the loan papers. This is supposed to be settled in January.

**City of Lebanon Authority line surcharge**

Sol. Wolf stated he thought we were not expected to do anything regarding this issue.

**Briar Lake**

Sol. Wolf reported the Board of Supervisors had reviewed the request by the Briar Lake Homeowners Association to eliminate a connecting right of way. Sheila did check and confirm that we would need to use that right of way in the future for the adjacent property owners to connect to sewer, and that would be the only way to make a connection. In the plan Sol. Wolf mentioned they were required to show a right of way exiting their property in case there would be a connecting road in the future or an emergency outlet there if they had to get out a different way. The Homeowners Association made a request to have this area deeded over to them but the Board of Supervisors denied the request but suggested an agreement with the Authority and the homeowners association that they must make this area available for future sewer connections. They could plant grass or flowers there, but no trees and keep it open for future sewer connections.

**MOTION: Motion was made and seconded to allow the Briar Lake Homeowners Association to plant grass, flowers, or use mulch on the right of way in question with the understanding that should the Authority need to use the right of way for future sewer connections we would have access to it. With no further discussion, motion carried.**

**Engineer's report**

**Sliplining**

Scott reported the specs are done. Sol. Wolf will look at the contractual part with Sheila and Mike to look at the technical issues. The contract could have the option to do it in one shot or after 365 days we have the option to review it with the pricing to correspond with the consumer price index. Scott explained the products which could be used. There is a new product, Sartex, on the market which may be an option. He mentioned he had contacted several places which used the product. He said we want to see a demonstration of how this works and the company replied it could possibly be done in two weeks. He contacted the City of Lebanon who may be able to host the demonstration and if not someone else may be willing to do it. The contract will be placed out for bid with two different specs. Scott explained the process. Discussion followed regarding the bidding and contract issues.

**Fisher sewer connection**

Scott showed the Board the design he had worked up for the Fisher connection. He said they would need an agreement with the Fishers so that they can maintain the line which will need to be dedicated to the Authority. It is set up to put in two additional laterals next to the property which will be served so that if they ever fail we will not have to break into our line. He said they may want to start construction within a month or two. Sol. Wolf said they would need to authorize an agreement. Scott showed where the original easement and manhole is located. Discussion followed regarding the tapping fees and any other properties which may be involved. Tod mentioned that since the other home was within 150' they should be required to connect as well. Discussion followed. Scott was directed to let Mr. Fisher know the other home should connect as well. Sol. Wolf said they would need a motion to enter into an agreement with Barry L. and Linda Fisher for the extension of the force main as shown by Scott and to grant the Authority the right of way for the force main and to convey the force main to the Authority and for them to also construct the two laterals.

**MOTION: Motion was made and seconded for the motion that Sol. Wolf summarized regarding the extension of the force main for Barry L. and Linda Fisher. With no further discussion motion carried.**

Discussion followed what may occur when the agreement is presented and how the Board might proceed.

**Assistant Manager's report**

Sheila reported she has the Rate Resolution 01-2014 and that the only change was the \$77 per EDU rate was changed to \$78. Once it is adopted it can be posted.

**MOTION: Motion was made and seconded to adopt Rate Resolution 01-2014. With no further discussion, motion carried.**

Sheila said she had included the 2013 Annual Activity Report which gives a synopsis to the other Boards to let them know what issues are going on with the Authority Board.

**MGD Plan**

Question was asked if there was anything to discuss regarding this plan to which Mike replied they have a six inch pressure main and they are not sure where it is actually located and we would like to find it. He said where the driveway is staked out they will need to move a telephone pole. Discussion followed regarding allowing asphalt being placed over a sewer line and a previous situation which had occurred where it was not allowed.

**Wastewater Foreman Report**

Mike reported he had nothing further to report.

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