

**Minutes**  
**North Lebanon Township Municipal Authority**  
**May 8, 2014**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, May 8, 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 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 if there were any additions or corrections to the April minutes or a motion to approve them.

**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****Rockwood**

Solicitor Wolf reported there are eleven people who are not connected. We are working with some to get them connected, and there are some who have not been cooperating. For those who are not cooperating we will be filing liens against the property for non-payment of tapping fees and/or unpaid sewer bills plus the cost of the connection. With the property that was approved by the Board to take a right of way through the property in order to get sewer service to the adjoining property, it is in the hands of the Constable to be served. In the papers that are being served Sol. Wolf reported there is also a copy of a letter from himself reiterating they would like to help the owner make the connection and to give us a call. Sol. Wolf explained that 20 days after he is served then we automatically have the right of way to the property. The adjoining property is more than ready to get started. However, there may be a problem with the plumber he has contracted with which was originally approved by the Redevelopment Authority. He explained they may need to get estimates and pick a plumber to complete the work. He said there were a few who had not paid the sewer bills and the process was proceeding as it normally would.

Scott Rights reported they started work on the restoration starting today on Water Street. He mentioned they would be coming back tomorrow and re-seeding some of the areas where the grass was sparse. Scott reported they are holding out \$7500 on this contract until the restoration is completed. He explained H<sub>2</sub>O has land costs available which will be used for the Ream/Rittel issue. He further explained that the H<sub>2</sub>O grant needs to be used before PENNVEST loan. Sol. Wolf stated PENNVEST is already taking money out of our account with most of it being Swatara's debt.

**Miller Street**

Sol. Wolf reported that regarding Miller Street connections one has been connected to the system on Miller Street and the other one will be connected by the end of the year.

**Fisher sewer connection**

Sol. Wolf mentioned Mr. Fisher did sign the agreement and paid the developer fee. Scott reported he submitted shop drawings of materials he will be using. Mr. Fisher would like to make a slight change on the manhole by using a used one. Mike will need to inspect it to make sure it meets our specs.

Sol. Wolf explained that according to the Authority developer agreement a developer may receive reimbursement or a discount on the tapping fee if there are other connections on that line. If a discount is taken, reimbursement is waived. He said Mr. Fisher hasn't asked, and if there isn't any arrangement with the Authority, Mr. Fisher will fall under the

reimbursement category. Discussion followed. The decision was made by the Board to follow our policy.

### **Tel Hai**

Sol. Wolf explained the Tel Hai agreement was completed and we received the \$5,000 distribution. Discussion followed regarding the actual dates of the agreement.

### **Joint Meeting**

Sol. Wolf reminded the Board there would a joint meeting with the Board of Supervisors on June 12, 2014. He again asked the Board if they would like to discuss any particular issues to let Sheila know. Sheila said she would like to have the Kimmerlings Road sewer extension issue on the agenda.

### **Briar Lake agreement**

Sol. Wolf said that we had approved the use of the right of way to plant only grass, flowers and mulch in the sewer right of way area. He reported the agreement has been signed.

### **Litigation issues**

Sol. Wolf mentioned they would be discussing two litigation issues in executive session.

### **Engineer's Report**

#### **UGI Gas Line**

Scott reported they reached out to UGI about installing the gas line which would eventually service the 8<sup>th</sup> Avenue pump station. They re-staked the property line and asked them for their schedule to get started. Scott explained the easiest way to construct the line is on the north side of our access drive. However, the distance between the access line and Rambler's property is approximately five feet tops with the possibility of UGI negotiating a right of way agreement with Mr. Rambler in exchange for gas service. This is an issue for UGI and not the Authority.

#### **Sliplining**

Scott explained at the last Board meeting the Board took action to issue an intent to award and request the contractor to provide a signed copy of the agreement, the performance bond, payment bond with insurance certificate and verification that all employees would be U.S. eligible employees which is required by Pennsylvania Public Works. Scott reported they have provided everything. Sol. Wolf has looked over the documents with them being executed properly. Scott is asking the Board to approve the

actual award. They will be phasing the project based on the proposed budget allowance for 2014 in the amount of approximately \$175,000 which includes all costs giving him a work order of \$150,000 of construction costs. He explained he, Mike and Sheila will meet and decide what should be done this year within the budgeted costs. Sol. Wolf said he and Scott reviewed the documents and they were all in order. Question was asked about the costs per foot and what percentage they might be able to do to which Scott replied a little more than 25% to 30% tops for the current project. Discussion followed regarding how much they may be able to do. Scott said the effective date will be May 19, 2014.

**Assistant Manager's report**

Sheila reported they had two homes in Rockwood where the water was terminated today. She said she contacted Jen from Swatara to check about their condemnation policies. Sheila mentioned they only had one other property in Rockwood who has not paid the last bill and they are a well customer. Swatara has filed a lien against this property. She said there are eleven left who are not connected. Discussion followed.

**Wastewater Foreman Report**

Mike reported they were working on the Heilman connection where they hit water. He mentioned he met with Mr. Keller and they would be working on his connection. Mike said there are septic tanks that need to be filled before he signs off on the permits.

Question was asked about MGD to which Mike replied they found the line and it is in the Penn Dot right of way.

The meeting was adjourned to Executive Session at 7:45 p.m. The Board reconvened at 8:00 p.m.

**MOTION:**

**Motion was made and seconded that anytime someone is in bankruptcy and not following their plan, we will petition to have them thrown out of bankruptcy. With no further discussion motion carried.**

With no more business for the good of the Authority the meeting was again adjourned at 8:08 p.m.

Respectfully Submitted,

Barbara Bertin  
Recording Secretary