

**Minutes  
North Lebanon Township Municipal Authority  
February 10, 2022**

The regularly scheduled meeting of the North Lebanon Township Municipal Authority was held at 7:00 p.m. on Thursday, February 10, 2022, at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following people present:

Dawn Hawkins	Vice Chair
Tod Dissinger	Treasurer
Gary Echard	Secretary
Rodney Lilley	Assistant Secretary/Assistant Treasurer
Amy Leonard	Henry and Beaver, LLP
Scott Rights	Engineer-Steckbeck Engineering
Lori Books	Assistant Township Manager
Edward Brensinger	Roadmaster/Supervisor

Absent: Gary Heisey Chair

Erika Sheibley, Office Clerk, and a resident of the township were also in attendance.

The meeting was called to order by Vice Chair Dawn and the pledge to the flag was recited.

**COMMENTS FROM THE PUBLIC**

There were no comments from the public.

Vice Chair Dawn asked for a motion to approve the Minutes from January 13, 2022.

**MOTION: Motion was made and seconded to approve the Minutes from January 13, 2022. Motion approved unanimously.**

Vice Chair Dawn 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 unanimously.**

**SOLICITOR'S REPORT – Atty. Amy Leonard**

The Municipal Authority's term of existence currently ends on December 31, 2036. It was suggested that the term of the Municipal Authority be extended to remain a viable conduit for retirement communities. To extend the term of the Municipal Authority, the Articles of Incorporation need to be amended. The Supervisors approved the advertisement of the Ordinance that is needed to move forward with the Amendment to the Articles of Incorporation.

Project TV (Heilmandale Road Owner, LLC) – Atty. Leonard has been in contact with Atty.

Charlie Suhr regarding the Deed of Dedication for the sewer line on Project TV's property. We are waiting for these documents from Atty. Suhr so Project TV's portion of the sewer line can be dedicated to the Municipal Authority. Once that happens, we will be able to decommission the Orange Lane Pump Station.

Delinquent Sewer Accounts – Atty. Leonard provided an updated copy of her lien report. This includes a couple of well properties and a few condemned properties where the water has been shut off.

### **ENGINEERS' REPORT – Scott Rights**

Orange Lane Sewer Extension – The construction of the sanitary sewers belonging to Project TV has been completed. We are waiting for Deed of Dedication documents from their attorney. The Orange Lane Pump Station can be decommissioned any time thereafter.

The construction of the NLTMA portion of sanitary sewer has also been completed and all testing of the manholes and sewer mains have been done. To close out the contract, H&K needs to finish installing the manhole flag markers and submit the as-built drawings. To date, the Municipal Authority Board has approved and paid \$63,156.00. This leaves a remaining balance of \$3,324.00 from the agreed upon contract price.

Plan Reviews – Steckbeck Engineering continues to work with the Municipal Authority staff in reviewing plans for the following projects:

1. The Crossings at Sweet Briar Phase 4 – The plans propose the construction of 58 single family residential dwelling units. A review letter was issued to the Developer's engineer on November 10, 2021. Revised plans and a financial security cost breakdown were received yesterday (February 9, 2022). We anticipate reviewing the revised plan and cost estimate next week.
2. Town's Edge – Sanitary sewer construction has been completed. Testing of the installed sewers, and vacuum testing of the manholes will commence in approximately two weeks. The project includes 48-townhouse units and 40 garden apartment units (5 buildings with 8 units in each building). The project is located on the west side of N. 8<sup>th</sup> Ave. just south of Weavertown Road.
3. Timothy & Brenda Jones Subdivision & Land Development – This plan proposes creating one new residential lot on Water Street. A review letter was issued on December 22, 2021. Submission of revised plans is pending.
4. Caliber Car Wash – Plans were submitted for the property at 1333 E. Lehman Street proposing a car wash. This is the old Fulton Bank property in front of Walmart. Steckbeck Engineering issued a review letter on January 21, 2022. We are waiting for revised plans to be submitted.
5. 2203 W. Cumberland St – Submission of initial plans for review are pending.
6. Mapledale Estates – Shop drawings were received on February 9<sup>th</sup>. Material delivery is expected approximately eight (8) weeks after the shop drawings are approved.

The sanitary sewer construction should commence shortly thereafter.

Chapter 94 Annual Wasteload Report – A draft copy of the report will be emailed to the Board prior to the March 10<sup>th</sup> meeting.

Sewer Specs – Updated administration procedures and technical specifications continue to be revised. In addition, work has resumed on updating the standard details.

**ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books**

Extra Principal Payment on Sewer Loan – Discussion took place regarding placing extra money on the sewer loan as an additional principal payment. It was noted that our auditors reported last year in June that we should not deplete our entire capital reserve account. As projects and needs arise, this would allow the Municipal Authority to pay for some of those anticipated expenses/projects rather than having to borrow more money in the future or raise sewer rates. The Municipal Authority does have a 10-year Capital Improvement Plan which helps to outline future needs. It was pointed out that the last time rates were raised was in 2014, where they went from \$77 per quarter to \$78 per quarter. It is the goal of the Authority Board to not have to raise rates in the future. The Board tabled voting on the subject until next month when all members are present.

**WASTEWATER DEPARTMENT REPORT – Ed Brensinger**

January Activity Report – The Board members were provided a copy of Tommy's report.

There were 80 PA One Calls this past month. Two (2) were emergencies.

Grease Trap Inspections – Tony completed four (4) grease trap inspections for the following properties: 1/6/2022 Godshall's Meats, 1/11/2022 Walmart, 1/19/2022 Heisey's Diner, and 1/25/2022 Lebanon Valley Cold Storage

On February 4<sup>th</sup> and 5<sup>th</sup>, we had extended power outages at the Water Street and Rockwood Pump Stations. The generators worked GREAT!

Tommy checked on the pump stations more frequently over the past couple of weeks due to the cold weather. This was done as a precaution to make sure all heat sources were in operating condition to prevent any issues.

With no further business for the good of the Municipal Authority, the meeting was adjourned at 7:42 p.m.

**MOTION: Motion was made and seconded to adjourn. Motion approved unanimously.**

Respectfully Submitted,

Erika Sheibley  
Recording Secretary