

**Minutes
North Lebanon Township Municipal Authority
April 21, 2022**

The regularly scheduled meeting of the North Lebanon Township Municipal Authority to be held on Thursday, April 14, 2022 was postponed, properly re-advertised, and rescheduled for Thursday, April 21, 2022 at 7:00 p.m. at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA. The following people were present:

Gary Heisey	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:	Dawn Hawkins

Molly Lum, Sewer Billing Clerk, and James Cikovic, Township resident, were also in attendance.

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

COMMENTS FROM THE PUBLIC

There were no comments from the public.

Chair Heisey asked for a motion to approve the March minutes.

MOTION: Motion was made and seconded to approve the March minutes. Motion approved unanimously.

Chair Heisey 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

Delinquent Sewer Accounts – Atty. Leonard provided an updated copy of her delinquent sewer account report. Atty. Leonard would like to move forward with the Writ of Execution on four (4) properties and list the properties for Sheriff Sale to get these delinquent bills paid as she has exhausted all other options. Default judgements are in place for each property. All board members agreed they would like to move forward with all four (4) properties at the same time. A motion is needed to add 1662 Heilmandale Road to the

agenda as an action item.

MOTION: Motion was made and seconded to add 1662 Heilmandale Road to the listing of properties Atty. Leonard will be filing the Writ of Execution against to the agenda as an action item. Motion approved unanimously.

MOTION: Motion was made and seconded to authorize Atty. Leonard to file the Writ of Execution for 497 Cherry St., 770 N. 32nd St., 1733 N 7th St., and 1662 Heilmandale Rd. Motion approved unanimously.

Extension of Term of Existence of the Municipal Authority – The Municipal Authority’s term of existence currently ends on December 31, 2036. The Board of Supervisors adopted the Ordinance approving the amendment to the Municipal Authority’s Articles of Incorporation at their last meeting. Atty. Leonard executed the Articles of Amendment, and everything was submitted for the required advertising. Atty. Leonard is waiting to receive all proofs of publications back. Once received, she will submit all the required paperwork to the Department of State for approval. The Municipal Authority’s term of existence will be 50 years from the date of approval from the state.

Upcoming Sewer Improvements to be Dedicated – Atty. Leonard reported she has been contacted by the attorneys representing Gerald Musser regarding Homestead Acres Phase 4 and Landmark Builders regarding Sweet Briar Phase 3. They are in the process of preparing dedication documents for completed sanitary sewer improvements. She is anticipating the offer for dedication will be ready within the next month or two.

Project TV (Heilmandale Road Owner, LLC)/Force Main Relocation Easement – Atty. Leonard informed the Municipal Authority Board that an additional easement agreement will be needed with the landowner for this project. Scott will expand on the issue within his report.

ENGINEERS’ REPORT – Scott Rights

Force Main Relocation – As part of the Walmart Distribution Center project the site owner, Heilmandale Road Owner, was required to relocate/realign a section of Heilmandale Road fronting their property, continuing to the intersection with State Route 72. Heilmandale Road is a state road, so the revised design falls under the jurisdiction of PennDOT and the Municipal Authority was not a part of the review process. The final design and approval of the design by PennDOT occurred after Municipal Authority and Township plan approval. Construction regarding the relocation/realigning of Heilmandale Road began about a month ago. This work also includes some regrading and installing storm sewer piping. While making various road cuts, the contractor exposed the existing force main in several locations. This line was constructed by the GLRA and installed in the early 1990’s to convey leachate pumped from the landfill to the Municipal Authority’s sewer system. This line was dedicated to the Municipal Authority.

The force main must now be relocated due to the above-mentioned conflict with the realignment of Heilmandale Road. Ed and Scott have been working with H&K to create a suitable force main relocation design. The intent is to move the force main outside of the new PennDOT Right-of-Way. Consequently, we will need an additional easement from

Heilmandale Road Owner for the force main relocation. Atty. Leonard has made Atty. Suhr aware that another easement agreement will be required. The force main relocation shall be constructed at Heilmandale Road Owner's cost.

An employee from Steckbeck Engineering or from the Township will be on site to inspect the work as it is being completed. Further discussion occurred regarding the connections to this line.

Orange Lane to Elias Avenue Sanitary Sewer Extension – The contract with H&K for the Municipal Authority's portion of the project has been closed out and all easements and agreements for dedication to the Municipal Authority have been finalized. The Municipal Authority personnel have redirected the flow to the new gravity line leading to Elias Avenue.

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

1. Timothy & Brenda Jones Subdivision & Land Development – This plan proposes creating one new residential lot on Water Street. A revised set of plans were submitted 4/4/22 in response to Scott's comments. All technical comments have been satisfactorily addressed. Assuming the Developer has satisfied all administrative requirements, Steckbeck Engineering is recommending the Municipal Authority Board take action to approve the sanitary sewer design. Lori stated she has received all required documents and fees for the Sewer Capacity Agreement, the Developer's Agreement, and the Sewage Facilities Planning Module Exemption. They are requesting one (1) EDU.

MOTION: Motion was made and seconded to approve the Sanitary Sewer Design, Sewer Capacity Agreement, Developer's Agreement, and the Sewage Facilities Planning Module Exemption. Motion approved unanimously.

2. The Crossings at Sweet Briar Phase 4 – The plans propose the construction of 58 single family residential dwelling units. Revised plans and a financial security cost breakdown were received, and all technical comments have been satisfactorily addressed. Several agreements are still pending, and the Municipal Authority Board will not grant approval until all agreements are executed to the satisfaction of the Municipal Authority personnel.
3. Nolt, Weaver, & Stoltzfus, LLC Sewer Plans – No new update.
4. Caliber Car Wash – Plans were submitted for the property at 1333 E. Lehman Street proposing a car wash. Conditional approval of the plans was granted at the Municipal Authority's March meeting upon Developer addressing minor technical issues. Revised plans were submitted 3/14/22 and all technical issues have been satisfactorily addressed. An approval letter was issued on 3/18/22.

Comments were provided to Bohler Engineering on 4/14/22 regarding the Strong Waste Management Permit application. We are waiting on additional information.

5. 2203 W. Cumberland St – The plan proposes construction of a 5,200 square foot

retail space building which will be divided into three (3) units. Plan review comments on behalf of the Municipal Authority were issued to the Developer's Engineer on 4/7/22. One of Scott's comments was regarding the sewer connection. The plan reflects a new connection to our sewer main line instead of using the existing lateral connection. This is not ideal for the Municipal Authority as the 18" main line was slip lined. The comment stated to either use the existing lateral connection or connect to the 8" PVC line behind the building. A revised submission is pending.

Land Development Construction –

1. Town's Edge – This project proposes 48-townhouse units and 40 garden apartment units (5 buildings with 8 units in each building). Steckbeck Engineering provided on-site construction observation with assistance from Ed while work progressed. Sanitary sewer construction has been completed. Air and mandrel testing of the installed sewers have been completed. Remaining work includes vacuum testing manholes and flushing the sewer mains to remove any remaining construction debris.
2. Mapledale Estates – This project is a 38 single-family residential lot subdivision. Construction of the public sewer in E Maple Street commenced the week of April 11th. Steckbeck Engineering is providing the on-site construction inspections.

Scott reminded the Municipal Authority Board that two residents outside of the Mapledale development will need to connect to the water and sewer lines per ordinance. Both residents have contacted Lori and have been working with the engineers to discuss where their lateral would best be placed.

Chapter 94 Annual Wasteload Report – The report was completed and submitted to CoLA.

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

Timothy & Brenda Jones – Approval was granted in Scott's report.

Fawnwood Drive, Excessive grease buildup –There was a sewer back up within the road back in 2020 on Fawnwood Drive. All property owners were sent a notice regarding dumping grease down the drain. The lines were videoed a year later in 2021. At that time, the lateral of 5 Fawnwood Drive was pinpointed as the grease source. The main sewer line was flushed again in 2021 to prevent a backup and a second letter was sent to the property owner of 5 Fawnwood Drive notifying them to not dump grease down the drain. This letter included the section of our ordinance that allows the Municipal Authority to surcharge any resident in violation of dumping grease as an Extraordinary Maintenance Charge. It was noted that no contact was ever made by the resident.

A few weeks ago, Tony was out videoing our sewer lines as preventive maintenance and found grease build up in our sewer main again coming from the lateral of 5 Fawnwood Drive. He flushed our sewer main line to prevent a backup and provided the video footage

to Lori. This is the third year in a row that we have spent time and money on this issue. Lori showed the video to the Board. Lori is asking for authorization to send a letter to the owner and cite them the Extraordinary Maintenance Charge for the Municipal Authority's cost for the 2022 cleaning. These charges will be added directly to their May sewer bill.

MOTION: Motion was made and seconded to authorize Lori to cite the owners of 5 Fawnwood Drive an Extraordinary Maintenance Charge of \$1,150.00 to be added to their May sewer bill. Motion approved unanimously.

Additional Payment on Sewer Loan – Lori is seeking approval from the Municipal Authority Board to authorize an additional \$50,000.00 be placed on the sewer loan as additional principal with the next regular payment.

MOTION: Motion was made and seconded to authorize an additional \$50,000.00 be placed on the sewer loan as additional principal with the next regular payment. Motion approved unanimously.

Additional Payment on Water Loan – Lori is seeking approval from the Municipal Authority Board to authorize an additional \$50,000.00 be placed on the water loan as additional principal with the next regular payment.

MOTION: Motion was made and seconded to authorize an additional \$50,000.00 be placed on the water loan as additional principal with the next regular payment. Motion approved unanimously.

Pump Station Inspection Report – The Pump Station Inspections were completed by Lori and Tony on 4/8/22. Everything looks great!

Tod asked about the status of the generator ordered for 2022. Ed responded that the generator is on its way, but the switch gears are not ready. He is thinking sometime in July.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

The Board members were provided a copy of Tony's March Activity report. There were 149 PA One Calls this past month. Two (2) were emergencies. Four lateral inspections were completed this month. Tony completed four (4) grease trap inspections including Lebanon Valley Cold Storage, Wendy's, Weis Markets, and Manna Foods.

The camera was used to video several main lines this month. Greenwood Drive and Fawnwood Drive were both videoed. Manholes on Laurel Lane and Buck Run were flushed out as well as the manhole from Brandthaven to the church.

Ed reported there was a sewer overflow on Monday on Lehman Street at the back entrance to the Mobil in front of Walmart. The crew responded quickly and were able to contain the spill. The sewer did not make it into the creek. The heavy rains later that day helped dilute the spillage. There was some debris build up in the line, but the guys were able to dislodge whatever it was. Lori contacted DEP and a report was filed for the spill.

The reel on the flusher truck has been repaired.

COMMENTS FROM BOARD MEMBERS

With no further business for the good of the Municipal Authority, the meeting was adjourned at 8:11 p.m.

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

Respectfully Submitted,

Molly Lum
Recording Secretary