

**Minutes  
North Lebanon Township Municipal Authority  
October 8, 2009**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, October 8, 2009 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
Richard Miller	Vice Chairperson
Brian Hartman	Secretary
Susan Switzer Pierce	Assistant Secretary
Tod Dissinger	Treasurer
Scott Rights	Steckbeck Engineering
Sheila Wartluft	Assistant Manager

Also in attendance were Mike Kneasel, Wastewater Foreman, and three visitors.

**Comments from the Public**

**Paul Zimmerman-Landmark Homes**

Scott Rights stated Paul Zimmerman from Landmark Homes was in attendance regarding the Crossings at Sweet Briar. Scott stated he had just received the plans before the meeting started and hadn't had time to look at them. Scott explained there are still issues that haven't been addressed. Sheila stated the other issue is the right of way agreement which Solicitor Wolf was working on and he is on vacation. Scott stated the agreement that Landmark provided to us stated the Open Door is willing to give an easement to Landmark, but our concern is that it needs to go a step beyond that. Scott explained that furthermore Open Door would need to agree there were certain things they would not be able to do in that easement such as pavement, plantings, etc. Scott stated Solicitor Wolf would draw up an agreement that would be attached to Landmark's agreement so that when the Open Door signs the agreement they know exactly what they are getting into.

Scott stated he would be contacting Stackhouse Bensinger to tell them there are some issues which need to be addressed before the plan could be approved. Mr. Zimmerman stated the Authority should not begin any work on the HOP.

Chairperson Demler asked for a motion to approve the September minutes.

**MOTION: Motion was made and seconded to approve the September 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 carried.**

### **SOLICITORS REPORT**

Chairperson Demler stated the Board had received an email with Solicitor Wolf's report. Sheila explained they would be receiving the lump sum payment for the water from Landmark for the payment due in November.

#### **Mr. Tobias**

Sheila stated Mr. Tobias had called and said they had their electric service installed.

#### **Weaver's Agreement**

Sheila explained they have already started making the double payments for the extra capacity and that Wynanne and Brian would need to sign this agreement this evening.

**MOTION: Motion was made and seconded to accept Solicitor Wolf's report.**

### **ENGINEER'S REPORT**

#### **Hillside Pump Station**

Scott stated the pay request for Marks was approximately \$40,000. They had some numbers which were wrong on the cover sheet and the actual number was \$40,303.75 for that pay request. He explained the work has been completely done but there is retainage of \$5,127.50. He said he and Mike had done a punch list inspection and there are a few items which need to be completed. Scott is not recommending releasing the retainage at this time. Scott went over the list of items to be completed. He said there are some things which have not been billed yet. These amount to approximately \$4,500 which will put us just under what the original contract was. Scott stated the Board needs to approve \$40,303.75.

**MOTION: Motion was made and seconded to pay Marks \$40,303.75 instead of the \$40,000 which was mentioned at the last meeting. With no discussion, motion carried.**

Scott said the work is complete, and it is in service right now so we need to request a certificate of substantial completion which allows us to operate the system. Attached to that stamp of completion we would attach the punch list. They would sign it and return it to us with a copy to them and a copy to us.

**MOTION: Motion was made and seconded to send a substantial completion certificate to Marks for the Hillside work for them to sign and return to us. With no discussion motion carried.**

### **Plan Reviews**

Scott stated there are a couple plans including the Crossings at Sweet Briar and the Kreider plan. He said they had already discussed the Crossings. Regarding the Kreider chicken farm, they had held this plan up because there is sewer which runs across the southern tip of the property, and we wanted to make sure those easements were recorded before the Board approved the plan. He said they were recorded. There is no sewage being generated, and there are no facilities in the chicken houses. He explained they need to send an approval letter stating they have looked at the plans and they are okay with them so the Board can go ahead with the approval.

**MOTION: Motion was made and seconded to send a letter of approval for the Kreider chicken house plans that we have no adverse opinion. With no discussion, motion carried.**

### **Manhole Rehabilitation**

Scott stated they are starting on work on seven manholes.

### **Line Televising**

Scott explained Abel Recon worked to try to send the data and it was unsuccessful. They agreed to purchase new software which would be compatible with our system to import the data.

Scott mentioned the City of Lebanon Authority had received a letter from the EPA requesting a mapping of their sewer service area. He said every wastewater plant in the state that is tributary to the Chesapeake Bay received a letter. Sheila stated the City of Lebanon Authority also requested the number of users we currently have, what we project our users to be in a 20 year timeframe, and where we project development of where new users would be.

### **Leonard connection**

Sheila said Solicitor Wolf was to send a letter requesting the Leonard's on Hillside Drive to connect to public sewer. Sheila mentioned she had purchased capacity from the City of Lebanon Authority and they would receive a nutrient credit because it would be a new public sewer connection.

**ASSISTANT MANAGER’S REPORT**

Sheila stated she wanted to clarify a letter which Solicitor Wolf had mentioned in his report. Sheila stated there was a check for signature in which funds would be moved from the water fund to the sewer fund reducing the amount the water fund owed to the sewer fund.

Sheila mentioned she did receive copies of the letters Solicitor Wolf sent to the property owner on Twigg Avenue, requesting an update on their financial situation, and one on Eighth Avenue telling them that they would need to connect to public sewer within ninety days.

Tod Dissinger asked Sheila a question regarding the budget. He mentioned the line items for the health insurance and also pensions. Sheila explained she did not have the final figures yet regarding the health insurance for next year nor the numbers for the pension. She stated she had put a higher number in the budget in anticipation of it going up. Discussion followed regarding this issue.

**SEWER DEPARTMENT REPORT**

Mike said they were at Hillside Drive and it is out of service. He explained then Met-Ed will need to pull the meter out and it will be completed.

Mike stated the line flushing is complete. He said Wednesday they conducted a tour at the Eighth Avenue pump station with some visitors from South Africa.

Mike said at the boundary of our Township and West Lebanon there is a property on 22<sup>nd</sup> Street which is for sale and it has a failed septic system. He said they want to run a line from 23<sup>rd</sup> Street. He said they have numerous inquiries regarding this property. Mike explained there is a lot of record next to this property where a house could possibly be built. Therefore, they would need to run a main rather than a possibility of creating an issue of a shared lateral in the future if that happens in the future.

Mike showed the Board numerous objects they found when they were cleaning lines.

**MOTION: Motion was made and seconded to accept Mike’s report. With no discussion motion carried.**

With no more business for the good of the Authority the meeting was adjourned at 8:05 p.m.

Respectfully Submitted,

Barbara Bertin  
Recording Secretary