

**Minutes  
North Lebanon Township Municipal Authority  
December 10, 2009**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, December 10, 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
Frederick Wolf	Solicitor
Scott Rights	Steckbeck Engineering
Sheila Wartluft	Assistant Manager

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

**COMMENTS FROM THE PUBLIC**

Paul Zimmerman from Landmark Homes was in attendance regarding the Crossings at Sweet Briar. Scott Rights stated if the Board recalled there were a few minor items which needed to be taken care of before the plan was approved. One of the items was how to handle the access to the sewer lines. He explained they had reached a decision which was agreeable to everyone. Scott demonstrated what had originally been proposed and the changes that had been made in order to gain access to those areas in question. Discussion and questions followed regarding right of way issues and that the Board would like to avoid the issues which occurred previously in other developments with ROWs.

Question was asked about the outstanding issue of the part of the sewer line that will run through the Church of the Open Door property. Solicitor Wolf stated he had done a revised agreement between the Board, Landmark, and the church. He stated the Authority has approved of that agreement with the situation where the church will give Landmark the right of way. Once Mike has gone out and checked everything and it is okay, the line will be conveyed over to the Authority. Mike stated he believed it had not yet been done by the company doing the televising. We will also need the latest plan revisions.

Question was asked if the line would run out on to Kimmerlings? Scott stated this part of the plan is Phase III which will occur at a later time. Question was asked regarding the timeframe to start Phase I? Mr. Zimmerman explained the series of things which would need to occur before they are able to start.

Sheila stated there were outstanding review fees which were requested and would need to be paid before the final approval.

**MOTION: Motion was made and seconded to approve the preliminary sewer design for the Crossings at Sweet Briar plan contingent upon payment of the plan review fees, receipt of revised plans, and any outstanding agreements. With no further discussion motion carried.**

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

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

## **ENGINEER'S REPORT**

### **Hillside Drive**

Scott reported that the driveways have been fixed at the Armstrong and Leonard properties. He stated some of the trench at the Windsor property has settled a little bit. He explained they will need to wait until the ground freezes to fill up around the manholes so it is not a safety hazard and then in the spring once things dry out it can be completed. He also stated because the job and the seeding were done so late they will need to wait until spring to see what further seeding will need to be done. He said last month they had retained \$5207.50 and he is suggesting they not make additional payment at this time.

### **Manhole Rehabilitation Work**

Scott stated a second work order was done for spraying with completion of additional manhole bases. Scott stated Abel has submitted a pay request for \$14,650.00. He explained it checked out and is recommending the Board take action to make payment. He said the total for the year is \$23,500 on manholes.

**MOTION: Motion was made and seconded to pay the invoices for \$14,650.00 to Abel Recon. With no further discussion motion carried.**

**Line televising work**

Scott stated line televising work started in mid-November and is going fairly well. He explained of about the 50,000 feet of pipe scheduled for televising approximately 40,000 feet has been completed. He stated regarding Homestead Acres where there was a problem with right of ways they were able to carry the camera in. Mike stated there was one leaking lateral at a property which was for sale and they will be receiving a letter. Scott stated they are requesting payment for 24,868 feet of pipe which is roughly 50% of the contract. He stated the amount is \$11,321.94 and would recommend payment.

**MOTION:** Motion was made and seconded to approve Abel Recon televising invoice in the amount of \$11,321.94. With no further discussion motion carried.

**3215 Tunnel Hill Road**

Scott stated regarding this property the boring under Tunnel Hill Road for the low pressure sewer connection to the main had been made but then they terminated it on the north side and capped it with nothing further being done. They need to put the grinder pump in, finish running the sewer to the house, and also run the pressure line from the grinder pump up to the road. He further explained there was an issue of running through the landscaping of the neighboring property owner. Solicitor Wolf stated the work had been done by the contractor, but the homeowner would like to see what will happen in the spring before signing off.

**Inter-municipal televising work**

Solicitor Wolf stated regarding the televising, surrounding municipalities would like to work under our contract and he would like to get together and sign an inter-municipal agreement. They would sign the contract over to the group which would allow direct invoice of the work to each municipality where the work was done. Scott agreed they should not be under our contract. Discussion followed. No decision was made because no one was sure which municipalities may want to be involved.

**SOLICITORS REPORT**

**Weaver's Bologna**

Solicitor Wolf stated the Authority had approved the additional capacity agreement for Weaver's Bologna, and it was reported last month they were making payments. Sheila stated they had signed the agreement.

**Narrows Glen and Briar Lake water/sewer agreements**

Solicitor Wolf stated the Authority had agreements with Landmark for Briar Lake and Narrows Glen. All fees for Briar Lake have been paid and as a result the outstanding note with Fulton Bank was paid off. He said there was one additional payment which is due in February for the Narrows Glen portion, and that will go into the water fund.

**Armstrong and Leonard agreement**

Solicitor Wolf stated when the Armstrong and Leonard restoration work is completed he will send them the release to sign before the contractor is released.

**Executive Session**

He stated they have some litigation and personnel issues which will be discussed in executive session.

**Pre-treatment Ordinance**

Solicitor Wolf stated they are still making revisions to the ordinance. He stated once the revisions are complete they will adopt the ordinance.

**ASSISTANT MANAGER'S REPORT**

Sheila stated she had the Wastewater Budget which would include Sewer Operating and Capital Reserve and also the Water Budget. She asked if there were questions. Solicitor Wolf stated personnel issues were still unresolved but they should adopt the remainder of the line items of the budget if they approved.

**MOTION: Motion was made and seconded to approve the Water Budget Resolution 08-2009. After the question of the rate increase for the water was answered the motion carried.**

Solicitor Wolf suggested they continue with the meeting, go into executive session to discuss the litigation and personnel issues, and then continue the meeting.

Sheila explained regarding the rate resolution that the newsletter will be going out shortly with a blurb regarding the sewer and water increase. She stated it has also been on the website since the previous meeting. She reiterated the water project loan had been paid off and only the bond remained.

**SEWER DEPARTMENT REPORT**

Mike stated Scott had discussed the televising and the manholes. He showed the new style manhole insert with an explanation of how it would work. Mike stated he found a good supplier that would make the frames and covers since the original supplier went bankrupt.

Question was asked about whether they had found any major problems when they were televising to which Mike stated nothing major.

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

The meeting adjourned at 8:15 p.m. to go into Executive Session. The public meeting resumed after Executive Session.

**Approval of Wastewater Budget**

**MOTION: Motion was made and seconded to approve the Wastewater Budget which is Resolution 07-2009 with the exception of the three budget items of wages, health escrow, and health insurance. We will keep paying the wages as they are now, the escrow as it is now, and the health insurance premiums as they come due. With no further discussion, the motion carried.**

With no more business for the good of the Authority the meeting was adjourned at 9:22 p.m.

Respectfully Submitted,

Barbara Bertin  
Recording Secretary