

**Minutes
North Lebanon Township Municipal Authority
June 9, 2011**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, June 9, 2011 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 six 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 May minutes or a motion to approve them.

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

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

Solicitor Wolf stated they would be going over Resolution 04-2011. This resolution states the Municipal Authority will be acting as a conduit for the financing of a project for the Tel Hai Retirement Community. The provision is the same as before when the Authority acted as a conduit meaning financing strictly goes through the Authority. Neither the Authority nor the Township is held responsible. He further reported that

this would be a one-time payment to the Authority in the amount of \$18,000. He explained the details of the resolution and that the Township Supervisors be informed that the Authority is acting as a conduit and then they in turn will need to adopt a resolution at their June meeting also. He said closing will take place in approximately 30 to 45 days and then the Authority will then receive a check for \$18,000.

MOTION: Motion was made and seconded to adopt Resolution 04-2011 for North Lebanon Township Municipal Authority to be the conduit for Tel Hai Retirement Community. Motion carried.

Rockwood Project

Solicitor Wolf stated he had a meeting with Swatara Township's solicitor to resolve issues which may need to be resolved before proceeding with the project. He mentioned he had provided a list to everyone regarding these issues. He said the North Lebanon Township Municipal Authority would construct, operate, and maintain the sewer system with it becoming part of our system. He said one of the issues is that we would be providing sewer service outside of our municipal jurisdiction. He explained we would also be concerned that all the proper steps are taken so that we do not fall under PUC regulations.

He said at the joint meeting we had discussed different rates for the two different townships with our customers paying the same user rate as all the North Lebanon Township customers. He explained Swatara knows they will need to make a capital contribution for their portion of the project with them considering a cash contribution and then making a yearly contribution from their general tax revenue with their user rates being higher. He said Swatara would also be meeting tonight.

Solicitor Wolf reminded the Board they had previously applied to PENNVEST and were denied. He explained we had applied again for PENNVEST financing. He mentioned the possibility of applying for the USDA grants. He said the next step after that would be to apply to local banks for financing. He explained we do have a mandatory connection ordinance that the property owners involved would need to connect within sixty days of receiving notice and Swatara would need the same ordinance with all the rules and regulations which apply to North Lebanon Township.

Solicitor Wolf said we did talk about another meeting with Ray Bender from the Redevelopment Authority of Lebanon County where a state grant was discussed. This could possibly be as high as the \$500,000 range. The understanding was that it would need to be used for tapping fees because of the income range of the property owners within the project area. Question was asked if all of the grant would need to be used for tapping fees or if there was any left over money could it be used toward the rest of the project. Discussion followed.

Solicitor Wolf explained there may be a meeting with local representatives and that both townships would want to attend.

Solicitor Wolf stated Swatara would want to follow the same procedure as we do with delinquent sewer customers as far as water termination for non-payment. He said that they agreed that after 60 days even if they are not connected they would be billed for debt service. He said we review our rates yearly and we would be providing Swatara the information like we do with our Board of Supervisors. He said he discussed an escrow account with Swatara that if Swatara has customers who do not pay their bills we could draw from that account and they also discussed a bulk bill for sewer treatment.

Solicitor Wolf reported in this meeting they also discussed the location of the pump station with right of way and ownership issues which would all be part of the Intermunicipal agreement. They want to make provisions for industrial and commercial use which may occur in the future. He said they also discussed the initial customers as part of this project would be given a break on the tapping fees due to financial hardship and that for any future connections the usual tapping fees would apply. He further explained that once the project is complete Scott would do his tapping fee study. He said the rules need to be uniform between the townships as far as development. He reported that they need to start the draft of the Intermunicipal agreement.

Discussion followed regarding when the letter would be sent out to the residents who would be involved and that sixty days may not be enough time to set up financing and that they should be informed well in advance. Scott stated that his main concern at this time is that they are at a standstill regarding the design because of the right of ways. Solicitor Wolf explained how the right of way acquisition would work. Question was asked why we couldn't go ahead with the right of way agreements because of our limited timeframe to which Solicitor Wolf replied he would bring the paperwork to the next meeting.

Miller Street Connections

Solicitor Wolf stated the letters had gone out to the three Miller Street residents regarding mandatory connection to the sewer and he had prepared an agreement for them to sign.

Rezoning on Water Street

Solicitor Wolf explained regarding the rezoning application pending with the Township there won't be any hearing scheduled until the additional requested information is received.

Crossing at Sweet Briar

Solicitor Wolf reported they also need rezoning and will need to go to our Planning Commission before a hearing can be scheduled because Landmark is requesting the streets be public rather than private.

Torres delinquency

Solicitor Wolf reported that the Torres property would be going to Sheriff Sale next week and if the property goes back to the bank who is foreclosing, we deal with them to collect the money that is owed for the unpaid sewer bills, court costs, and attorney fees.

ENGINEER'S REPORT

Grace Avenue sewers

Scott reported he, Sheila, and Mike went out to look at the newly constructed sewer line because it was reported the line was filling up with water. The line will be televised at Marks' expense.

PENNVEST application

Scott reported PENNVEST has started looking at our application but at the time we submitted the application Sheila had not yet received the information from our 2010 audit.

Abel Recon televising

Scott reported that he had received a pay request from Abel Recon which was okay so he is recommending payment on the request for \$10,424.59.

MOTION: Motion was made and seconded that the payment of \$10,424.59 for Abel Recon for televising be paid. With no further discussion, motion carried.

ASSISTANT MANAGER'S REPORT

Sheila said she had the H₂O commitment letter which requires a signature from the Secretary and Chairman. It basically says we are saying yes to the H₂O money. The project needs to be completed by June 30, 2013, costs incurred after June 30, 2013 are not eligible for reimbursement, and we have until August 1, 2013 to get the invoices to them. She explained it has the standard non-discrimination clauses, instructions for receiving the grant funds, and of course does call out the amount of the grant which is \$912,000.

MOTION: Motion was made and seconded to sign the H2O contract for the grant money in the amount of \$912,000 and submit it. With no further discussion motion carried.

Sheila reported there will be a CDBG public hearing that will be hosted by Ray Bender. She said it would be advertised and will be a joint public hearing held by the Townships of North Lebanon and Swatara on June 21st at 3:00 p.m. here in this meeting room and it is to inform the residents that each township can apply for a state competitive community block grant up to \$500,000. She mentioned it has been posted in our office. She explained we are not conducting it, just hosting it in our room. She said she was just announcing it to the Board.

Sheila reported PennDot did close out the permits for Grace Avenue.

SEWER DEPARTMENT REPORT

Mike Kneasel reported he had toured the Gorman Rupp facility and viewed the pumps they may be using for the Rockwood project. He explained he was very impressed with the equipment. He reported it typically takes about nine months for the pumps to be completed after an order has been placed.

He reported Abel Recon has completed the relining as of Tuesday with one problem to be resolved and that they are working on that.

MOTION: Motion was made and seconded to accept Mike's report. Motion carried.

With no more business for the good of the Authority the meeting was adjourned at 8:15 p.m.

Respectfully Submitted,

Barbara Bertin
Recording Secretary