

**Minutes  
North Lebanon Township Municipal Authority  
September 8, 2011**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, September 8, 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 was Mike Kneasel, Wastewater Foreman.

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 August minutes or a motion to approve them.

**MOTION: Motion was made and seconded to approve the August 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 reported they completed the signing of the documents for the Tel Hai project and the funds should be, or have already been submitted to the Authority.

**Miller Street**

Sewer connection agreements regarding the three properties on Miller Street have all been mailed out, and we have heard from only one of the three property owners. After some discussion, it was decided that a letter would be sent to the other 2 property owners giving them 60 days to connect.

**Long Lane**

Regarding the property on Long Lane that is connected to both public sewer and an onlot system, the board discussed enforcing the Ordinance and having them disconnect the onlot system.

**MOTION:** Motion was made to follow through on enforcing the Ordinance to disconnect the onlot system for the property on Long Lane. Motion approved.

**Plans**

We have received the signed agreement for the Crossings at Sweet Briar.

Solicitor Wolf stated there is nothing new for the Mace plan.

**Delinquent sewer/water customers**

The Torres property has now been settled and we have been paid in full for the delinquent account.

Solicitor Wolf stated there are a number of delinquent sewer customers who they will be filing a lien against their property.

The resident making water payments is now up to date on his account and would like to make provisions for connection to the public water. We will continue to monitor his plans.

**Rockwood Project**

Solicitor Wolf passed out a revised copy of the first draft of the Intermunicipal agreement with Swatara Township, however, he stated that it would not be completed until all of the numbers have been finalized. Solicitor Wolf reported that Cheri, Barb and Sheila met with him and discussed how we would anticipate the billing process would work for the new customers. Solicitor Wolf outlined the process with the Board. When the final draft of the agreement is completed, we will include the specifics of the billing process.

Question was asked about the Block Grant (CDBG) to which Scott replied the block grant was submitted.

The vacant lot needed for the pump station has not yet been appraised due to the current weather conditions.

**Joint meeting with Board of Supervisors**

A joint meeting with the Board of Supervisors will be held in November.

**ENGINEER'S REPORT**

**Rockwood**

Scott reported that there was an issue in order for us to submit the CDBG grant. After our grant had been submitted, he was contacted by DCED in regards to a funding shortfall. The bottom line is that the Rockwood project shows a shortfall and DCED is concerned where Swatara will get the funds for their share. Scott distributed the breakdown of the sewer costs and a lengthy discussion followed. Since there is still no funding in place, DCED needs an answer by tomorrow (Sept.9<sup>th</sup>) as to the solution. Scott explained that it was very last minute but he was only contacted last week. A solution that Scott has proposed was that the Authority prepares a letter to DCED to state that we will "loan" Swatara the funds under our terms to make up the projected shortfall of \$336,973.00. While the intention is that Swatara will have funding in place, we will need to take some sort of immediate action or we will forfeit the potential for the \$450,000 grant. There was an extensive discussion as to the pros and cons of such a letter.

**MOTION: Motion was made to submit a letter to DCED stating that we would loan Swatara \$336,973.00 with the stipulation that both parties would agree to the terms of an agreement. Motion carried 3-2 with Wyanne Demler, Sue Switzer Pierce, and Brian Hartman voting in favor and Tod Dissinger and Rick Miller voting against the motion.**

The letter will be prepared by Solicitor Wolf before Monday as the state offices are closed on Friday due to the flooding.

**Abel Recon**

Scott reported Abel Recon has not yet offered a solution to the problematic sliplining on Weavertown Road.

**ASSISTANT MANAGER’S REPORT**

**The Crossings at Sweet Briar**

Sheila reported she has a developer’s agreement for The Crossings at Sweet Briar. She explained the property owner has paid all the fees and she would recommend Wynanne and Brian to sign the agreement. They will sign the agreement and the Authority will now give plan approval for the Crossings at Sweet Briar as the agreement was the only outstanding issue.

**MOTION: Motion was made and seconded to approve the Crossings at Sweet Briar plan. With no further discussion motion carried.**

**Wagner Plan**

Sheila informed the board that we received the proper approvals from Gordie Sheetz for the Wagner plan for a lot addition on Kimmerlings Road. This is not a property that has public sewer. This plan has been ongoing for quite some time, but is now recommended for approval.

**MOTION: Motion was made and seconded to approve the Wagner plan. With no further discussion motion carried.**

**2012 Budget**

Sheila informed the board that she will plan to distribute the 2012 budget at the October meeting for both the Sewer funds and the Water fund. She will be using the Capital Improvement Plan that the Authority adopted as a guide for the capital purchases. The one item that will be included in the budget will be the replacement of the 2004 service truck. This vehicle was actually on the list for replacement in 2011 but was not included in the budget. Some research has been done on the trade-in value and the time table for replacement. There was a discussion about the truck including such topics as to why the Authority personnel could not use township trucks and how often both service trucks were being used. Mike and Sheila explained how the trucks were set up for totally different applications such as cranes and confined space storage as well as tools so that the wastewater department essentially had a workshop on wheels. It was reported that both trucks are used on a daily basis and Mike does not even have his own vehicle but shares the service truck use. This decision will be made when the 2012 budget is adopted. Sheila further reported that she is not proposing a rate increase for the 2012 sewer rates but has included a \$5/Qtr./EDU increase for the water customers in the 2012 Water Operating Fund.

**SEWER DEPARTMENT REPORT**

Mike Kneasel reported they started manhole frame and rehab work on Garden Avenue, Sun Drive, Barbara Ann, Sally Ann Drive, and Suzanne Drive. He said they have also been working on manhole inserts.

The weather has halted the rehab work, but we managed to keep our pump stations up and running throughout the storms with the help of the Godwin pump at the Kochenderfer station.

The Grace Avenue air test passed.

**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 8:40 p.m.

Respectfully Submitted,

Barbara Bertin  
Recording Secretary