

**Minutes
North Lebanon Township Municipal Authority
October 13, 2011**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, October 13, 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
Brian Hartman	Secretary
Susan Switzer Pierce	Assistant Secretary
Tod Dissinger	Treasurer
Thomas Harlan	Solicitor
Scott Rights	Steckbeck Engineering
Sheila Wartluft	Assistant Manager

Also in attendance was Mike Kneasel, Wastewater Foreman and two 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 September minutes or a motion to approve them.

MOTION: Motion was made and seconded to approve the September 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

Attorney Thomas Harlan was in attendance for Solicitor Wolf.

Miller Street

Sheila reported that she had been notified by Solicitor Wolf's office that apparently two of the three agreements were received regarding the connection to public sewer for the Miller Street residents.

Delinquents

Attorney Harlan stated regarding the delinquents that the letters have gone out for delinquent water bills.

Rockwood Project

Scott Rights reported that he had not received official word regarding the state grant (CDBG) but it was unlikely we would be getting the grant. He explained however they did receive \$50,000 in block grant money which would help the homeowners who are required to connect. Discussion followed regarding the financial scenarios which had been previously discussed. Scott responded to a question regarding PENNVEST that we had not re-applied.

Attorney Harlan said they had received the appraisal from Nelson Ebersole which would be discussed in executive session.

Question was asked about setting up a date to meet with the Board of Supervisors. Discussion followed regarding finding some tentative dates for the joint meeting. The Board agreed upon the possibility of October 27 and November 7.

Discussion followed regarding moving ahead on the agreement with Swatara because of the timeframe for completing the project.

ENGINEER'S REPORT

Scott Rights reported he and Mike discussed some possible changes on the layout regarding the easements. He suggested that they possibly send out a letter to the residents who are involved asking them to attend a meeting. However, he said he would like to check with Fred first before they proceed with the letter. He stated they have three right of ways on Grace Avenue, a property at the far west end of the project and two other residents.

Sheila stated they have received a proposed plan for J. Marie Martin which involves no public sewer. Scott showed the plan to the Board and Sheila explained that they need

to approve the plan even though no sewer is involved because the lot is in our Township. Gordie Sheetz has given his approval for the plan.

MOTION: Motion was made and seconded to approve plans for the J. Marie Martin subdivision. With no further discussion motion carried.

Assistant Manager's Report

Sheila stated she had sent the Board a copy of the proposed budget. In the Sewer Operating budget, she reported the budget reflected that no new line items had been added, but some item costs were adjusted. She explained that the bond payment had gone up in accordance with the amortization schedule. She said there was no sewer rate increase proposed although they have not heard anything from the City of Lebanon Authority regarding whether they will impose any rate increases. She reminded the Board that this is a pass through charge for us.

She said she did include a rate increase for the Water Operating Fund of \$5 per quarter per EDU. She said we had signed an agreement with the Crossings to collect the water tapping fees over a ten year span. Question was asked why there would be an increase for the water to which Sheila explained that the projection for development was much higher than actually had occurred because Spring Creek was never developed, and the Crossings is moving much slower than expected. We also experienced many issues that drove up the costs. There will be a huge increase in the water debt payments in the future and action must be taken to avoid major increases.

She explained as far as Capital Reserve, it may need to be adjusted because she had included grant money based on Scott's Rockwood funding chart. As was previously discussed, also included was a replacement for the service truck. Discussion followed regarding the sewer rate chart with ten year projections which Scott had previously prepared. Sheila explained how they are financially planning to increase the Capital Reserve Fund for future needs. Discussion followed regarding gradually doing small increases on the sewer rates rather than making a larger increase and also the possibility of an increase by the City of Lebanon Authority.

WASTEWATER FOREMAN

Mike reported they had completed the manhole project on Garden Avenue. He explained that on Hillside Drive they had another problem with the sewer line dropping. He explained they placed stone in the hole and would be keeping an eye on the problem.

He explained they had been doing a lot of storm damage repairs including North Eighth Avenue. He said next week Duke's Root Control would be coming in to do our yearly root control project which has been working very well.

He explained they were involved in a FEMA sewer hookup where a temporary home was placed behind the home. He reported the crane broke on the service truck which is scheduled to be replaced.

Tod mentioned the water issue at the pumping station and that residents are not allowed to pump water from their basements into the sewer system. He said maybe we should place an article in the newsletter informing residents that this is not allowed as they may not be aware of it.

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

Wynanne reported she had attended a PMAA Convention and learned some valuable information with one of the large issues being storm water.

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