

**Minutes
North Lebanon Township Municipal Authority
January 10, 2008**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, January 10, 2008 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 Chairman
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 two North Lebanon Township residents and Mike Kneasel, wastewater foreman.

Reorganization of Board

Solicitor Wolf stated we had received a letter last month from Ron Ensminger that he would be resigning for health reasons. He stated the Board of Supervisors had appointed Brian Hartman as his replacement. He listed the current members and their offices: Wynanne Demler, Chairperson; Richard Miller, Vice Chairperson; Brian Hartman, Secretary; Susan Switzer Pierce, Assistant Secretary; and Tod Dissinger, Treasurer.

MOTION: Motion was made and seconded to accept the slate of officers as is. With there being no discussion the motion carried unanimously.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

Appointment of Personnel Committee

Chairperson Demler stated they needed to appoint the personnel committee.

MOTION: Motion was made and seconded that in lieu of the newest member being the Secretary that Tod Dissinger, the Treasurer, be the third member

along with Chairperson Demler. Motion carried.

Appointment of Authority Depository

Chairperson Demler stated they would need to appoint the Authority Depository for 2008.

MOTION: Motion made and seconded to appoint Fulton Financial, Northwest Savings, and PLIGIT as the Authority Depository. There was no discussion. Motion carried.

Appointment of Authority Solicitor

Chairperson Demler stated they would need to appoint the Authority Solicitor for 2008 as set forth in Resolution 19-95.

MOTION: Motion was made and seconded to appoint Frederick Wolf as the Authority Solicitor for 2008. There was no discussion and the motion carried.

Appointment of Authority Engineer

Chairperson Demler stated the present Authority Engineer is Steckbeck Engineering and Surveying, Inc. and they would need to appoint the Engineer for 2008.

MOTION: Motion was made and seconded to appoint Steckbeck Engineering as the Authority Engineer for 2008. There was no discussion and the motion carried.

Appointment of Authority Auditor

Chairperson Demler stated the current Auditor is Brown, Shultz, Sheridan, and Fritz.

MOTION: Motion was made and seconded to appoint Brown, Shultz, Sheridan, and Fritz as the Auditor for the Authority for 2008. There was no discussion and the motion carried.

Appointment of SEO

Chairperson Demler stated presently this position is held by Gordie Sheetz and Mandy Eisenhauer from Lebanon County Planning Department.

MOTION: Motion was made and seconded to appoint Gordie Sheetz and Mandy Eisenhauer from the Lebanon County Planning Department as SEO for 2008. There was no discussion and the motion carried.

Chairperson Demler asked for a motion to approve the December minutes. Minutes were approved with a minor clarification.

MOTION: Motion was made and seconded to approve the December minutes as corrected. 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

Spring Creek Development

Solicitor Wolf stated regarding Spring Creek development, which consists of approximately 71 lots, all the appropriate agreements were sent to the developer. They will be required to pay the \$2,000 special purpose fee for the pump station and \$3,900 water tapping for each lot within five years of approval.

Brooke LP

Solicitor Wolf stated they had previously talked about Brooke LP and the two lots along Sandhill Road. He stated they are holding the agreement at this time until the fees are paid.

Maeder Plan

Solicitor Wolf stated this agreement is a plan for two lots along Tunnel Hill Road. Fees have not yet been paid.

Rudolf Agreement – 978 Miller Street

Solicitor Wolf stated we had talked about the development of property along Miller Street. An extension will be required and service laterals will be installed. He stated that this developer agreement has been completed but no fees have been paid.

Machamer Plan

Solicitor Wolf stated they have the deed descriptions. He and Sheila will now be able to meet and if everything is in order it will come back to the Authority next month.

Heist Plan

Solicitor Wolf stated this is a lot addition along Route 72. This plan is still under review.

McNalley Water Quality Problem

Solicitor Wolf stated Mr. McNalley had come in to the Board stating he was having problems with the quality of his water. He is being asked to contribute to the payment of the expenses incurred since it was an internal problem and not the Authority's responsibility.

Water Budget

Solicitor Wolf stated in reference to the Water Budget there is \$23,000 in delinquent water debt service of which \$16,000 has come about because Countryside Mobile Home Park was only paying for one unit instead of for each of its mobile homes. He stated the agreement with the former owner of the mobile home park was that he would pay the debt service and we would bill him once with him reading the individual water meters. He stated the letter was sent to the park owner indicating that the City had not billed for the correct number of units and that if he had not been billing his individual customers we would need to work something out. He stated there were quite a few people on the delinquent list for water debt reduction for the past quarter and that number may be due to the fact some of these know that currently the water will not be terminated in the winter months.

Restoration Connection

He stated we would get in touch with the property owners on Water Street and discuss with them that the sewer service project is coming and also discuss with them the estimated costs involved and come up with a plan which would be acceptable to everyone.

Delinquent sewer customers

Solicitor Wolf stated a letter was sent to the City regarding the problem with delinquent sewer customers in the winter months where we are not presently able to terminate water service during this time period. He stated we would like to be able to terminate water in all four quarters.

Capacity Charge

Solicitor Wolf stated regarding how the capacity charge is calculated the Authority will need to calculate how commercial customers will be charged beyond the way the City calculates their EDUs.

Shed Row

Question was asked if anything had been done since this was last discussed and if Officer Wengert had been able to accomplish anything in this area. Solicitor Wolf stated he is waiting for the Ordinance to be in place.

ENGINEER'S REPORT**Arnold Tract**

Scott Rights stated they are working on the comment phase of this plan.

Sandhill Road

Scott stated we had talked about rehabilitating the clay pipe along Sandhill Road which has already been televised. He stated they would like to advertise times and open the bids before the next meeting. Solicitor Wolf stated they would advertise for bids two times with bid documents being available. Anyone who wishes to bid would need to attend the pre-bid meeting and at that meeting the work that will be required will be reviewed. It was explained how the bidding would work with lineal feet pricing which would be good for the next five years with an inflation factor figured into the price. Solicitor Wolf stated they would need a motion to authorize advertising for the slip lining

MOTION: Motion was made and seconded to authorize advertising for the bid for the slip lining project on Sandhill Road and Lehman Street providing that Fred, Scott, Mike and Sheila approve the revisions that Scott has made. With no further discussion the motion carried.

Maple Street

Scott stated Mike is getting prepped to do some manhole frames on Maple Street.

Pump Station Work

Treasurer Dissinger asked a question about a bill which was received for work at the 8th Avenue pump station. Scott explained the problem they had there and why they were billed.

ASSISTANT MANAGER'S REPORT**Rate Resolution- 01-2008**

Sheila stated the rate resolution will outline all of the Authority fees. The changes from last year are as follows: the mileage rate is \$.50.5 per mile which complies with the

federal rate. She stated also the rate for the mobile home parks for repair/reconnect permits is \$250.00. Also, in the budget which was approved was the \$50.00 debt reduction for water customers. A special purpose tapping fee VI which will be determined for the customers at the business park is also included. She stated the 2008 equipment rate was updated for the flusher truck. She stated this went from \$1500 to \$1800 per shift.

MOTION: Motion was made and seconded to accept to pass Resolution 01-2008. With no discussion or questions, motion was carried.

Rate Resolution 02-2008

Sheila stated Resolution 02-2008 is our PACC contract resolution which is our bidding document through Harrisburg that we use to purchase vehicles specifically to purchase the new camel truck. She stated the reason we are doing this now is that the prices will go up by \$19,000 and the trade-in value of our truck will go down in February. Tod Dissinger stated his position that this truck is not needed has not changed in the last several months. He further stated he realized this item was in the approved 2008 budget but did not realize it was on the top of the wish list. Rick asked if there was a possibility of rotating on a ten year basis instead of seven years? Mike Kneasel explained a situation which had occurred recently at Spruce Park where the truck was needed. He also explained for any back up, time was of the essence. Tod again questioned why a new truck was needed at this time and that you could not guarantee that a new truck would not have mechanical problems. Discussion and questions followed regarding the hours of usage of the truck and depreciation of the truck if it is not purchased now. Discussion continued about a variety of topics in regards to the truck.

MOTION: The Solicitor called for a roll call vote. Sue, Rick, and Brian voted yes. Tod stated that the Board knows his position. With a majority vote, a motion was made and seconded to pass Resolution 02-2008.

LVEDC

Solicitor Wolf stated there was an agreement with LVEDC regarding the Hillside Pump Station that they would pay for an extension of the sewer lines to the pump station and then we would reimburse them for our share of the costs to the end of their property. He stated if we would do the work we would need to pay prevailing wages for our section from the end of the Windsor property to the Hillside Pump Station. He explained the law if the Municipal Authority does the work.

SEWER DEPARTMENT REPORT

Mike Kneasel stated they had responded to an emergency call of a backup on Cloverfield Drive. It was a homeowner issue. There will be a sliplining demo at North Lebanon Township on February 19th.

PA Natural Chicks

He stated PA Natural Chicks is going to install a new wet well. He said we are meeting with them the following Friday to work out the remaining details.

Mr. Rehab

Question was asked regarding the extension of the contract with Mr. Rehab. Scott believes the contract ends in May.

MOTION: Motion was made and seconded to accept the report. Motion was approved.

With no more business for the good of the Authority the meeting was adjourned at 9:15 p.m.

Respectfully Submitted,

Barbara Bertin
Recording Secretary