

**Minutes  
North Lebanon Township Municipal Authority  
June 14, 2007**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, June 14, 2007 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
Tod Dissinger	Treasurer
Susan Switzer Pierce	Assistant Secretary
Frederick Wolf	Solicitor
Scott Rights	Steckbeck Engineering
Sheila Wartluft	Assistant Manager

Also in attendance were two North Lebanon Township residents.

**COMMENTS FROM THE PUBLIC**

There were no comments from the public.

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

**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**

**PA Natural Chicks**

Solicitor Wolf stated he had a conversation with them. They stated to solve their problem with us and they need to meet with the city before they meet with us. They believe the deduct meter isn't accurate and would like a more accurate measure of what is going in to our system. He stated at this point we are billing them at the extra

EDUs due to the consumption. Discussion followed regarding possible solutions and options of meter types which could be used.

### **Penn Laurel Girl Scouts**

Solicitor Wolf stated we did conduit findings for them in 1998. The Penn Laurel Girl Scout Counsel has now merged with another Girl Scout organization. In order for them to proceed with the merger they need permission from the Authority to proceed. The Authority will sign Resolution 04-2007 to authorize them to proceed.

### **Bisson-Wager Plan**

Solicitor Wolf stated regarding this plan which is a lot addition on Tunnel Hill Road, and they are selling land to the Friends of Union Canal which is being funded by a grant. Solicitor Wolf said we received checks from them and the plan went to the Planning Commission and will now go to the Board of Supervisors for approval.

### **Spring Creek**

Solicitor Wolf stated that plan has been idle.

### **Homestead Acres ROW**

Solicitor Wolf stated we had talked about going back and taking a look to see if the property owners who had items on the sewer right of way had done anything. He stated the wastewater department did an inspection. Sheila said only three had moved anything. She sent these property owners a thank you note. She stated there were twelve other properties who have not complied. Discussion followed regarding possible resolutions of this issue.

### **Procedure of collection on sewer billing**

Solicitor Wolf stated there has been an ongoing problem with collection of sewer bills for those property owners who do not have city water because there is no option for terminating their water. He said in a few cases we have had no results even after filing with the District Judge. He said we could place a lien on the property after one filing with the District Judge so that if the property sold the outstanding bills would be paid at settlement.

**MOTION: Motion was made and seconded that when a customer has not paid their sewer bill by their second quarterly billing and the Authority has already filed a complaint with the District Judge then a sewer lien will be placed at the courthouse. Motion carried.**

**Santana property**

Solicitor Wolf stated that this project was complete.

**Webster property**

Solicitor Wolf stated that this project was complete.

**Gensler property**

Mike stated regarding the Gensler property that it may be complete the next day.

**Homestead Acres Phase IV**

Mike stated it has been started but they are waiting to put in other utility lines. It is at a standstill for the moment.

**Restoration Connection**

Solicitor Wolf said the Township has that plan on hold.

**Lebanon Valley Economic Development Corporation**

Solicitor Wolf stated Sheila has developed a punch list of items which need to be completed. He stated he had informed LVEDC that the Authority denied the request to extend the time for installing the sewer lines and the reason the Authority wants it complete in order to eliminate the pump station. The contract and agreement states it should be done by the end of the year. He stated they may come to the next meeting.

**Spruce Park**

Solicitor Wolf asked if there had been any problems since there were new owners. Mike stated there was a small problem there at the end of May.

**Narrows Drive**

Solicitor Wolf stated regarding the plans for the hotel and the ice cream place, Brewster's is currently being reviewed. Nothing has been received from the hotel. A sketch plan for apartments is also being considered.

**Briar Lake**

Solicitor Wolf said regarding Briar Lake they have asked for a reduction in the bonding that is in place. He stated he and Sheila had looked at this and decided to reduce their

bonding in accordance with their existing agreement. The reduction will be according to the amount of water and sewer tapping fees which have been paid.

### **Countryside Mobile Home Park**

Mike stated the main is in and they are putting the mobile home parks in even though they have not followed the original plans and are putting in double wides instead of single mobile homes.

### **ENGINEER'S REPORT**

#### **Bisson-Wager Plan**

Scott stated this plan is a lot addition on Tunnel Hill Road. The Board looked at the updated plan.

**MOTION: Motion was made and seconded to approve the Bisson-Wager lot add-on plan. Motion carried.**

#### **Grossfillex**

Scott said they are putting on an addition to the existing building. This plan is still under review.

#### **Mr. Rehab**

Scott stated regarding the contract with Mr. Rehab, he believed Mike said it had the option to be renewed for the second year at the same cost.

**MOTION: Motion was made and seconded to renew the contract with Mr. Rehab for another year. Motion carried.**

### **ASSISTANT MANAGERS REPORT**

Sheila stated she had supplied everyone on the Board with a copy of the 2006 audit and would like them to look at it. She stated she would be sending it out to DCED as well as the letter the auditor included. She stated it includes a manager report that mentions such things as how many EDUs we have and a brief description of what we do.

She also stated Bruster's Ice Cream plan is in and it will be sent out with the comments.

Sheila stated she hadn't heard anything regarding the Growing Greener grant. She said they would like to use it for the slip lining project.

**SEWER DEPARTMENT REPORT**

Mike Kneasel stated they are done on Sandhill Road except for tarring the manholes. He said they are pleased with the results.

He said they started flushing sewer lines on June 5<sup>th</sup> and have completed 989 feet on Willow Lane. He said they want to get Mr. Rehab in to start televising the lines.

Mike stated around July 1<sup>st</sup> Penn Dot is planning to start paving Mount Zion Road. He said they were out with Penn Dot to see what manholes would need grade rings.

He said they went to a regional seminar for PA One Call. He said they attended several vendor presentations. The PA One Call number has been changed to 811 to make it easier for the homeowner.

**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 8:20 p.m.

Respectfully Submitted,

Barbara Bertin  
Recording Secretary