

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

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, July 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
Nick Thornton	Steckbeck Engineering
Sheila Wartluft	Assistant Manager

Also in attendance was Mike Kneasel, wastewater foreman.

**COMMENTS FROM THE PUBLIC:**

There were no comments from the public.

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

**MOTION: Motion was made and seconded to approve the June 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**

**Countryside Mobile Home Park**

Regarding the agreement with the Countryside Mobile Home Park, approval was given by the City of Lebanon and also by Peifer Brothers who own the property for the agreement to resolve the issue of unpaid bills for debt service for water. The debt service was only billed at one EDU by mistake instead of one EDU for each unit by the City of Lebanon Authority. There is a lump sum due to the city and also to the Authority. According to the agreement it is now understood they will be billed for debt

service for each unit which may vary on a yearly basis as fees are set by the Authority and the unit number may vary. A portion of the debt will be forgiven. Fred stated he is recommending to the Authority to resolve this issue along the lines set forth in the agreement between us, the City of Lebanon, and Peifer Brothers. Payments will be made to the North Lebanon Township Municipal Authority.

**MOTION: Motion was made and seconded to accept the agreement between Peifer Brothers, the City of Lebanon Authority, and the North Lebanon Township Municipal Authority regarding the arrears for the water bills. Without further discussion, motion was approved.**

Discussion followed regarding billing of the water debt service ourselves so that we have knowledge of what is being billed and what we should be collecting instead of relying on the City of Lebanon Authority. Sheila stated she does not receive reports in a timely fashion.

### **Water Project Report**

Solicitor Wolf reported that several more people had connected and a few others will be connecting in the near future. He also reported on several who have not connected, and there are legal actions against several others.

### **Maeder Plan**

Sheila stated Maeder is looking for a buyer. The developer agreement has not been fulfilled.

### **Brooke LP – Sandhill Road**

Sheila stated they have approved this plan.

### **The Holiday Inn Hotel**

Solicitor Wolf stated they are waiting for some issues that are outstanding with the Township.

### **Restoration Connection**

Sheila stated this property has been sold. She stated she has the paperwork which needs to be signed.

### **Machamer Lot Addition**

Solicitor Wolf stated they are still looking for the correct deed descriptions.

**Kreiser lot addition**

The developer agreement and fees have not yet been paid.

**Dundore Plan**

Solicitor Wolf stated this is the development of three lots. He stated he has not given them the agreement yet. Sheila stated the Authority plans are complete but they have not paid the fees yet and need their agreement in order to continue.

**Right of Way Ordinance**

Solicitor Wolf stated regarding the Right of Way Ordinance this will be passed by the Township in July or August and prohibits anything in our right of way except grass. He stated Office Wengert will be permitted to enforce violations.

**Kutztown trading as Weavers Bologna agreement**

Solicitor Wolf stated the agreement basically provides for them to purchase additional EDUs with a payment plan. Sheila stated they are waiting to receive the agreement.

**Arnold Plan**

Solicitor Wolf stated this plan is under review.

**Spring Creek**

He stated Spring Creek has a deadline of July 21<sup>st</sup> to meet all outstanding issues.

**LVEDC Business Park**

Solicitor Wolf stated they have agreed to right of ways and will be recorded in the near future. He stated they would be meeting with Sue Bowman in the near future to discuss the right of way so that we can continue to take out the Hillside Pump Station.

**Sewer Relining Project**

Mike reported on the progress of the project on Sandhill Road and that they were below Linden Street at present. He stated the progress is very good. He stated the pipe looks like new inside and cannot say enough good things about the product. He stated that hopefully next week they would be working at Blouch's on Fifteenth Street. Mike stated life expectancy of this product is fifty plus years. He stated he had no resident complaints to date. Sheila stated they have tried to have someone from the Wastewater Department on the site to answer any questions the residents may have.

Solicitor Wolf asked if everyone had received a copy of the bill from June 1 through June 27, 2008 of work completed to date of \$62, 099.03 with an attachment of what was done. He stated there were no previous payments made. He stated Scott is recommending approval for payment of \$55,889.13.

**MOTION: Motion was made and seconded to pay Abel Recon \$55,889.13. Motion carried.**

### **Moravian Manor**

Solicitor Wolf stated that we have acted as a conduit on two previous occasions for the Moravian Manor. He stated they are authorized to issue tax free notes if they do it through an authority. He stated all the documents and papers specifically provide that we have no obligation on any of the debt. Sheila stated we receive a payment of \$5,000 per year normally near the end of the year. He stated we will receive a lump sum payment and then after that \$5,000 a year. He stated he has three resolutions for the Authority to pass authorizing the Authority to act as the conduit for the purpose of reinstating the 2001 and 2003, and the new 2008 notes.

**MOTION: Motion was made and seconded to pass Resolutions 04-2008, 05-2008, and 06-2008 in regards to Moravian Manor. Motion carried.**

### **Miller Street Sewer**

Solicitor Wolfe stated Scott, Sheila, and Mike received quotes from contractors regarding extending sewer on Miller Street. Due to the fact the bids came in so high they had come up with the possibility of an alternate plan. With this plan they would make a provision so that when those people would want to connect it would be at their expense to run the lateral. Mike explained approximate expenses from the plans which were provided from Steckbeck Engineering.

**MOTION: Motion was made and seconded to allow Sheila and Mike to pursue as discussed. With no more discussion motion was approved.**

### **Cleona Agreement**

Solicitor Wolf stated the Authority had received information at the last meeting that Cleona Authority has an emergency repair requiring relining one section of pipe in their force main. Scott has reviewed this with the contractor who is willing to do it under the Authority contract. He stated if there is an agreement signed it would be between our Authority and Cleona Authority that they would then deposit the money at the estimated amount of the construction to us. He stated they will proceed unless the Authority does not wish to continue. He stated they would have all the information at the August meeting.

**Ed Zellers Property**

Sheila stated Mr. Zellers informed Mike about two months ago that he has never connected a portion of his home to the public sewer. She stated he wants to know what he needs to do to connect the remainder of his home to public sewer. Sheila stated after conferring with Scott and Gordie, a letter was sent telling him what he would need to do.

**ENGINEER'S REPORT****Dundore Plan**

Nick from Steckbeck Engineering stated they are recommending approval of the Dundore Plan.

**MOTION: Motion was made and seconded to approve the Dundore Plan contingent on the developer's agreement being signed and the fees paid. With no discussion the motion carried.**

**Kreiser Plan**

Nick from Steckbeck Engineering stated they had received some minor revisions that they required and they recommend approval of the plan. Sheila stated they had paid some of the fees but not the developer's agreement.

**MOTION: Motion was made and seconded to approve the Mary Kreiser Subdivision plan pending the signing of the developer's agreement and payment of any money owed. Motion carried.**

**Sweet Briar Crossing Plan**

Nick stated they had done their initial review and Scott would contact Mike and Sheila when he returned.

**ASSISTANT MANAGER'S REPORT****Always Bagels Plan**

Sheila stated they received the plan for Always Bagels Inc. at the business park. This property is between Valspar and SABVI. She stated she had received calculation of the water consumption, some of which will not be going into the sewer system and may require a deduct meter. She stated they are not sure which is the best way to calculate EDUs whether by employees, Phase I, or water usage. She said they will be looking at the information.

**Sandhill Road Project**

Sheila stated the County Commissioners had come out to the project site. She said it was suggested to get on the agenda of the County Commissioners to thank them for coming out to view the project.

She stated this brings up the unification issue between Township and Authority customers again. Sheila stated this will continue to be an issue.

**Portable Toilets**

A discussion took place about possible permitting of portable toilets for special events. This will be handled by the Code Enforcement Officer and the Township.

**SEWER DEPARTMENT REPORT**

Mike gave his report to the Board. He discussed his satisfaction with the sliplining project.

The SABVI project is scheduled to be completed next week.

**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