

**Minutes**  
**North Lebanon Township Municipal Authority**  
**August 14, 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
Scott Rights	Steckbeck Engineering
Cheri Grumbine	Township Manager

Also in attendance was Mike Kneasel, wastewater foreman and several members of the public.

**COMMENTS FROM THE PUBLIC**

**Jeff Steckbeck** – Steckbeck Engineering & Surveying Inc

Mr. Steckbeck introduced himself to the Board members and stated he would only need a few minutes of their time. He wanted to make the Authority aware of the plans that are currently being reviewed by LCPD and the NLT Planning Commission regarding the Lebanon Rails Business Park. The Lebanon Valley Economic Development Corp has submitted a one lot subdivision plan. Lot #3 is being subdivided as the future site for Always Bagels, a company based in New York. He told the Authority that during the Preliminary Plan approval process of the Business Park sewer plans were approved for 5 lots in this business park.

Steckbeck said his reason for discussing all of this information with the Authority is the timeline involved. Always Bagels plans to break ground in October. In order to make that occur, approvals from the County, the Planning Commission and the Municipal Authority must be received before the land development plan goes to the Board of Supervisors. What he is asking for from the Authority is that they be aware of the pertinent information and give their endorsement of the subdivision plan only. Review work is being done simultaneously for both plans, subdivision for LVEDC and Land Development for Always Bagels, however approval of the subdivision must be received before the Land Development Plan can go before the Supervisors for approval.

A letter from Randy Watts, Engineer for Brian Hockley, Assoc., was received indicating that the plan was in compliance for sewer planning. Some discussion took place about the location of the lateral for this new lot.

**LVEDC Minor Sub Plan (con't)**

Member Dissinger questioned if the location of the lateral would be placed in the area which had been newly filled to level off the property. Mr. Steckbeck replied it is just west of the area that Dissinger is talking about. The area Member Dissinger is speaking about will not be disturbed, according to Steckbeck. During the conversation a question was asked about the irregular size of the lot. Steckbeck replied the design allows for future growth of Always Bagels, which is what the company is anticipating. Mike Kneasel was asked if he was comfortable with this subdivision plan as presented. Mike replied this plan is the simple plan. The "nuts and bolts" would be addressed with the Land Development Plan process.

**MOTION was made and seconded to approve the LVEDC one lot Minor Subdivision Plan conditional on the Planning Commission and Supervisors approval. With no further discussion motion was unanimously carried.**

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

**MOTION was made and seconded to approve the July minutes. Motion approved.**

Chairperson Demler asked for a motion to approve the invoices and requisitions for payment all subject to audit.

**MOTION was made and seconded to approve invoices and requisitions for payment all subject to audit. Motion approved.**

**SOLICITORS REPORT – Frederick Wolf**

**September 11<sup>th</sup>** meeting will be advertised by Sol Wolf to be held at 5pm instead of the regularly scheduled meeting time. The meeting will disperse at 6:30pm in order to attend a dinner for former Authority member Ronald Ensminger. Sol Wolf has contacted Senator Folmer about providing a certificate to recognize Ron's years of service on the Municipal Authority Board.

**Irvin Rudolph – Miller Street Project**

A lengthy discussion took place about the finances for this lateral install and the surrounding property owners who will be required to connect to public sewer once it is available. Sol Wolf reminded the Authority they had requested certain items, such as a tee, valve, valve box and plug, be provided for the neighboring property owners. There were questions about the charges on the quote. Scott Rights informed the Authority members that the neighboring property owners should be contacted by letter as soon as possible in order to open a communication process with them. He has drafted 2 separate letters that address the "vacant" lots where the existing dwellings and structures were removed.

**MOTION was made and seconded to approve the Miller Street project with Irvin Rudolph stipulating that all the previously discussed conditions are met. Unanimously carried.**

**Brooke LP Subdivision Plan – Sandhill road**

Sol Wolf reported that although the paperwork and approvals for the Brooke LP plan have been completed, no physical work has begun.

**Maeder Subdivision Plan – Tunnel Hill Road**

Sol Wolf told the Board the Maeders now have their lot listed for sale. The developer's agreement had been provided to the Maeders; however they have not returned the agreement or paid the fees.

**Marlin's Auto Diagnostic - Leffler Industrial Park**

Sol Wolf reported Mike had informed him all the work is now completed and this project is now finished.

**Holiday Inn Express – Rte 422 & Narrows Drive**

The original settlement for this property was cancelled and has now been rescheduled. Once the settlement of the property has taken place, the developer will contact Mike to set up the pre-construction meeting.

**Restoration Connection – Water Street**

Sol Wolf reported that the Restoration Connection property was purchased by Jeff Marks and Ralph Mace. In conversation with Ralph Mace it would seem they are planning to develop the 4 lots as was originally planned. No action is needed from the Authority.

**Machamer Subdivison – Weavertown Road**

New deed descriptions have been received and the review of the deed information must be completed. Sol Wolf stated he and Sheila will be meeting to review the information.

**Dundore Subdivision Plan – N 4<sup>th</sup> Ave & E Canal Street**

The developer's agreement had been provided but to date has not been returned and the various fees have not been submitted.

**Always Bagels – Lebanon Rails Business Park**

A developer's agreement will be prepared and provided to the developer.

**Ordinance 2-2008 – Obstructions in the Right-of-Way**

Sol Wolf reminded the Authority they had already approved the language in this Ordinance. During the Supervisors meeting Monday, Aug 18, the Supervisors will be conducting a Public Hearing and will act on the proposed ordinance.

**Weaver's Bologna – Weavertown Road**

A signed agreement has been received from Weaver's in regards to purchasing additional capacity. A quarterly amount has been agreed upon.

**Arnold (The Crossings at Sweet Briar) – Kimmerlings Road & Mt Zion Road**

A Conditional Use hearing was held at the last Supervisors meeting and was approved. A written decision is required and Sol Wolf is expecting that will take place at the meeting this Monday, Aug 18<sup>th</sup>. This review will continue and the Authority will be kept informed as this project moves along.

**Spring Creek Subdivision Update – Kimmerlings Road & N 8<sup>th</sup> Ave**

This subdivision plan had been conditionally approved by the Supervisors at one of their earlier meetings this year. Discussion about Landmark purchasing this property was ongoing. The owners were given a time frame of July 21<sup>st</sup> to have all the conditions met in or order get approval. Two items were not submitted to the Township by the scheduled deadline and Lebanon County Planning Dept had issued a denial letter for the plan.

**Hillside Pump Station – Hillside Dr & Lebanon Rails Business Park**

Sol Wolf told the Authority that a meeting was held with Sue Bowman, owner of adjoining farmland along Hillside Drive, to discuss a possible easement over her property for a lateral install. The current pump station is scheduled to be removed. Ms Bowman had requested Scott mark the area with a temporary stake to create a visual of the area being discussed.

Scott stated he and Mike had reviewed the area and have discussed what they thought might be a suitable plan. When looking to one side of Hillside Dr, there are some mature trees located along the road. In order to not disturb the trees they agreed it might work to redesign the location and then propose a temporary construction easement, which would actually be on Sue Bowman's property. Authority members expressed concern about tree roots disturbing the pipe once installed. Scott and Mike talked about using polyethylene pipe or some type of casing to ensure that will not happen.

By using her property as a temporary construction easement the contractor would have an area to store stockpiles of materials that would be needed and perhaps a few pieces of equipment. This would also help eliminate any permanent damage to the farmland itself. Sol Wolf added that it is difficult to compensate the farmer any damage that is done to the crop fields as it takes a longtime for the production to get back to where it had been originally. Scott said he and Mike are trying to look at the most effective method that will do minimal damage.

**Spruce Park Sewer Issues – Weavertown Road**

Mike reported there have been no calls for service and no emergencies for quite awhile. The wastewater department is scheduled to cut out the compiled grease at the pump station in the fall. The pump station is scheduled to be totally cleaned in February 2009.

**Moravian Manor – Authority Acting as a Conduit**

Sol Wolf provided paperwork for the Moravian Manor arrangement. Once signatures are received a onetime amount will be submitted to Sheila and then an annual amount of \$5000. These fees are put into the Sewer Operating Fund.

**Ed Zellers – Weavertown Road**

Sol Wolf reminded the Authority members this home had pipes, located in the basement, supplying wastewater to his septic tank. This problem should be rectified in the near future.

**Intermunicipal Agreement with Cleona**

Discussion has been ongoing about an agreement with Cleona Borough pertaining to some sliplining work being completed in North Lebanon and Cleona. The work is to be completed by Abel Recon. Cleona Borough will provide Sheila with a check to deposit. When the invoice comes from Abel Recon, Sheila will pay the invoice. Should the amount due be over what was provided, the additional amount will be submitted to Sheila.

Due to the addition of this extra sliplining, a change order will be required from the NLT Municipal Authority. Sol Wolf told the Authority a change order should be approved amending the contract between NLT Municipal Authority and Abel Recon as the amount of the contract will now increase.

**MOTION was made and seconded to approve the change order for Abel Recon regarding the sliplining project. Without further discussion, motion was carried.**

**Homestead Acres Phase IV – off Grace Ave**

Sol Wolf informed the Authority members the Township office started receiving phone calls from Gerald Musser, builder, about permits for Phase 4 of Homestead Acres. Sol Wolf stated that once the line is tested the permits will then be issued.

**ENGINEERS REPORT – Scott Rights****The Crossings at Sweet Briar Subdivision Plan – Landmark Homes**

Scott Rights informed the Authority he has just released comments on this subdivision plan. As there is some questions from some of the neighboring property owners regarding public sewer access it may be a while before all the comments are answered and agreed upon.

**Narrows Glen – Narrows Dr**

Scott reported that the north side of the Narrows Glen sewer project is now ready to be completed. The south side was completed previously.

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**Cikovic Subdivision Plan – Jay St**

A discussion about the minor subdivision of the existing home located on the Cikovic property from the residual lands was held. Scott told the Authority this lot is serviced by an onlot system. Sheila has been waiting for the Planning Module to be submitted to the office. In the case of further development public sewer will become an issue to be addressed.

**MOTION was made and seconded to approve the Cikovic Minor Subdivision Plan conditional upon the Planning Module being received and the Planning Commission’s recommendation. With no further discussion, motion was unanimously carried.**

**SEWER DEPARTMENT REPORT**

Mike provided his report to each of the Authority members. The members reviewed Mike’s notes and asked if there was anything that he wished to speak with them about.

Mike informed the members that he had spoken to Hap today regarding the spraying of the remaining manholes located on the rail line. Mike is hoping to have this completed by the end of the month.

**MOTION was made and seconded to accept Mike’s report. Motion was unanimously carried.**

With no more business to discuss the meeting was adjourned at 9pm.

Respectfully Submitted,

Theresa L. George  
Recording Secretary