

**Minutes**  
**North Lebanon Township Municipal Authority**  
**May 12, 2022**

The regularly scheduled meeting of the North Lebanon Township Municipal Authority was held at 7:00p.m. on Thursday, May 12, 2022, at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA. The following people were present:

Gary Heisey	Chair
Dawn Hawkins	Vice Chair
Tod Dissinger	Treasurer
Gary Echard	Secretary
Rodney Lilley	Assistant Secretary/Assistant Treasurer
Amy Leonard	Solicitor, Henry and Beaver, LLP
Scott Rights	Engineer, Steckbeck Engineering
Lori Books	Assistant Township Manager
Edward Brensinger	Roadmaster/Supervisor

Molly Lum, Sewer Billing Clerk, and James Cikovic, Township resident, were also in attendance.

The meeting was called to order by Chair Heisey and the pledge to the flag was recited.

**COMMENTS FROM THE PUBLIC**

There were no comments from the public.

Chair Heisey asked for a motion to approve the April minutes.

**MOTION: Motion was made and seconded to approve the April minutes. Motion approved unanimously.**

Chair Heisey 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 unanimously.**

**SOLICITOR'S REPORT – Atty. Amy Leonard**

Project TV (Heilmandale Road Owner, LLC)/Force Main Relocation Easement – Last month Atty. Amy Leonard informed the Municipal Authority Board that an additional easement agreement will be needed with the landowner for this project. The agreement has been drafted and was sent to the property owner's counsel today.

Delinquent Sewer Accounts – Amy provided an updated copy of her delinquent sewer account report. The Writs of Execution have been drafted for the four (4) properties discussed last month. The deadline to file is 5/24/22. This will place the properties on the August Sheriff Sale list.

Extension of Term of Existence of the Municipal Authority – The Municipal Authority’s term of existence currently ends on December 31, 2036. The Board of Supervisors adopted the Ordinance approving the amendment to the Municipal Authority’s Articles of Incorporation at their last meeting. Amy executed the Articles of Amendment, and everything was submitted for the required advertising. Amy is waiting to receive all proofs of publications back. Once received, she will submit all the required paperwork to the Department of State for approval. The Municipal Authority’s term of existence will be extended 50 years from the date of approval from the state.

Upcoming Sewer Improvements to be Dedicated – Amy reported she has been contacted by the attorneys representing Gerald Musser regarding Homestead Acres Phase 4 and Landmark Builders regarding the Crossings at Sweet Briar Phase 3. They are in the process of preparing dedication documents for completed sanitary sewer improvements. Homestead Acres Phase 4 was not ready this month. However, Amy did receive the documents for the Crossings at Sweet Briar Phase 3. They are dedicating the water and sewer lines and associated facilities. Scott reviewed all exhibits, drawings, and legal descriptions and everything is accurate.

**MOTION: Motion was made and seconded to approve and accept the Deed of Dedication, the Maintenance Guaranty and Warranty Agreement, and the 18-month Maintenance Bond for the Crossings of Sweet Briar Phase 3 water and sewer lines. Motion approved unanimously.**

### **ENGINEERS’ REPORT – Scott Rights**

Project TV (Heilmandale Road Owner, LLC)/Force Main Relocation Easement – As part of the Walmart Distribution Center project the site owner, Heilmandale Road Owner, was required by PennDOT to relocate a section of Heilmandale Road fronting their property. While making various road cuts, the contractor exposed the existing force main owned by the Municipal Authority in several locations, requiring it to be relocated with an additional easement agreement. The design for the relocation has been completed. The force main will sit ten (10) feet behind the new PennDOT right-of-way. The Municipal Authority will have an easement of twenty-five (25) feet total. Construction will most likely be delayed several weeks due to material delivery constraints. All work associated with the relocation shall be at the cost of Heilmandale Road Owner.

Plan Reviews – Steckbeck Engineering continues to work with the Municipal Authority staff in reviewing plans for the following projects:

1. The Crossings at Sweet Briar Phase 4 – The plans propose the construction of 58 single family residential dwelling units. Revised plans and a financial security cost breakdown were received, and all technical comments have been satisfactorily addressed. Several agreements are still pending, and the Municipal Authority Board will not grant approval until all agreements are executed to the satisfaction of the Municipal Authority personnel.
2. Nolt, Weaver, & Stoltzfus, LLC Sewer Plans – No new update.

3. Caliber Car Wash – Plans were submitted for the property at 1333 E. Lehman Street proposing a car wash. Conditional approval of the plans was granted at the Municipal Authority Board’s March meeting. All minor technical issues were addressed. An approval letter was issued on 3/18/22.

Comments were provided to Bohler Engineering regarding the Strong Waste Management Permit application. A floor plan schematic was submitted as we requested. Only one minor discrepancy was found. Scott stated the Developer’s Engineer addressed the comment today. He will get together with Lori to finalize the issuance of the Strong Waste Permit.

4. 2203 W. Cumberland St – The plan proposes construction of a 5,200 square foot retail space building which will be divided into three (3) units. Plan review comments on behalf of the Municipal Authority were issued to the Developer’s Engineer on 4/7/22. A revised submission is pending.

#### Land Development Construction –

1. Town’s Edge – This project proposes 48-townhouse units and 40 garden apartment units (5 buildings with 8 units in each building). Steckbeck Engineering provided on-site construction observation with assistance from Ed while work progressed. Sanitary sewer construction has been completed. Air and mandrel testing of the installed sewers have been completed. Remaining work includes vacuum testing manholes and flushing the sewer mains to remove any remaining construction debris. Paving has started today, and the remaining testing will be scheduled once that is complete.
2. Mapledale Estates – This project is a 38 single-family residential lot subdivision. Construction of the public sewer in E. Maple Street commenced the week of April 11<sup>th</sup>. Steckbeck Engineering is providing the on-site construction inspections. Sewer work has been put on hold as they are waiting for manhole deliveries.

Sewer Specs – Work on drafting technical specifications continued during the month including force mains and associated details. Work will continue in May.

#### **ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books**

Fawnwood Drive, Excessive Grease Buildup – Last month the Municipal Authority Board discussed and approved placing an Excessive Maintenance Charge on the sewer account of 5 Fawnwood Drive. This was due to the excessive grease build up in their lateral that has impacted our main line for the past three (3) years. Lori provided new footage that our staff obtained using the push camera to video their sewer lateral from the house to our line. The grease build up is evident throughout their entire lateral.

The owner of the property called Lori and asked if the maintenance charge could be reduced. Lori is asking for direction from the Municipal Authority Board as to whether they are in favor of reducing the maintenance fee. After some discussion, all Municipal Authority Board members agreed the Maintenance Charge of \$1,150.00 will stand and noted the owner may be charged in the future if this continues.

**WASTEWATER DEPARTMENT REPORT – Ed Brensinger**

The Board members were provided a copy of Tony Oxenreider’s April Activity report. There were 107 PA One Calls this past month. Four (4) were emergencies. Eleven (11) lateral inspections were completed this month. Eight (8) were new connects and three (3) were repairs. Five (5) grease trap inspections including Lebanon Valley Cold Storage, Cedar Grill, Heisey’s Diner, Blouch’s on Rt. 72, and the grit trap/oil separator at the Township building were completed.

The manholes at Weis Markets and the field behind the Crossings of Sweet Briar right-of-way were both cleaned and painted for easy visibility. This will help prevent the manholes from being hit while mowing.

The “muffin monster” at N 8<sup>th</sup> Ave. and the Rockwood pump stations were both cleaned and inspected for signs of wear.

Ed reported the crew extended the water and sewer lines at Lenni Lenape and installed another manhole. The Township has created additional parking and intends to pave the entire parking lot. By extending these lines, future plumbing and bathrooms could be installed, if desired, without having to dig up the parking lot.

Ed reported Tommy Camasta will be returning to work 5/31/22. Tony has been doing an outstanding job maintaining the system while he has been off.

**COMMENTS FROM BOARD MEMBERS**

Lori informed the Municipal Authority Board members that the final audit report has been completed by BSSF. She provided a copy to each member for review. Brian from BSSF will be attending the June meeting where any questions the Board may have can be answered.

With no further business for the good of the Municipal Authority, the meeting was adjourned at 7:35 p.m.

**MOTION: Motion was made and seconded to adjourn. Motion approved unanimously.**

Respectfully Submitted,

Molly Lum  
Recording Secretary