

**Minutes
North Lebanon Township Municipal Authority
October 13, 2022**

The regularly scheduled meeting of the North Lebanon Township Municipal Authority was held at 7:00 p.m. on Thursday, October 13, 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

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

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 if there were any additions or corrections to the minutes. Hearing none, he asked for a motion to approve the September minutes.

MOTION: Motion was made and seconded to approve the September 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

Orange Lane Property – Last month the Municipal Authority Board authorized Atty. Amy Leonard and Lori to move forward with conveying the small parcel of land on which the Orange Lane Pump Station was located back to the original property from which it was received. Amy is preparing an Agreement of Sale and Lori has been in touch with the property owner.

Delinquent Sewer Accounts – Amy provided an updated copy of her delinquent sewer

account report. There are no major concerns.

ENGINEER’S REPORT – Scott Rights

Heilmandale Road Owner, LLC/Force Main Relocation – All designs were approved, and the work has been completed. The line was successfully hydrostatically tested. Scott would like to coordinate with the GLRA to test the entire line. An easement will need to be dedicated to the Municipal Authority along with an 18-month Maintenance Guaranty.

Plan Reviews

NLT Warehouse & Trailer Storage – This project proposes the construction of a 1,000,000 SF warehouse. The property is located between Route 422 and Weavertown Road, just east of the Holiday Inn Express and Union Canal Elementary School. The plans propose connection to the existing sewers in the cul-de-sac of Penny Lane using a grinder pump. The sewer connections and grinder pump will remain private and will not be dedicated to the Municipal Authority.

There is a discrepancy between the projected number of EDUs required using City of Lebanon Authority’s (CoLA) EDU chart versus the historical data provided by the engineer. CoLA’s chart references the number of employees whereas the engineer is proposing using the square footage of comparable buildings. Depending on the use of the building, the number of employees could vary greatly.

The Municipal Authority Board agreed we need to be consistent with how we have handled this in the past as outlined in the Developer’s Agreement.

Nolt, Weaver, & Stoltzfus, LLC - This project proposes a sewer connection from several apartments situated at 1813 and 1805 Quarry Road in Swatara Township. Scott received a conceptual sketch plan for the proposed public sewer connections and provided feedback to their surveyor. The Municipal Authority has not received an official plan submission.

Calvary Church – This plan proposes subdividing the parsonage from the church property situated on the northeast corner of Pennsylvania Avenue and Dodge Street. The parsonage is currently served by an on-lot disposal system (OLDS). They intend to abandon the existing OLDS and connect the parsonage to the existing public sewers in Dodge Street which are owned by CoLA. Being this property lies entirely within North Lebanon Township, the planning module will get approved through our municipality with confirmation letters being provided from CoLA.

Hanford Subdivision/Lot Add-On Plan – This project proposes reconfiguring multiple properties owned by Hanford Auto Dealership situated on the northeast corner of W. Cumberland Street and N. 25th Street. No new land development or sanitary sewer facilities are being proposed so a review by the Municipal Authority is not required.

Land Development Construction

Town’s Edge – This project proposes 48 townhouse units and 40 garden apartment units.

Steckbeck Engineering provided on-site construction inspections with assistance from Ed while the work progressed. Sanitary sewer construction, testing of the installed sewers, vacuum testing the manholes, and flushing the sewer mains to remove any debris has all been completed. The developer's engineer advised the as-builts drawings are being prepared.

Mapledale Estates – This project is a 38 single-family residential lot subdivision. Steckbeck Engineering is providing the on-site construction inspections. Sewer construction has been completed. Most of the sewer mains and laterals have been air tested. Vacuum testing the manholes will take place after paving is completed, which is anticipated for later this Fall. As-built drawings are required.

Crossings at Sweet Briar, Phase 4 – This project is a 58 single-family residential lot subdivision. The site contractor, Concept Excavating, advised Steckbeck the sanitary sewer construction has been pushed back and will hopefully commence sometime in November.

Project TV – The developer was required to install a new sanitary sewer line which connected into an existing manhole on Elias Avenue. A new manhole was installed just before the connection in Elias Avenue. Infiltration was discovered within the lines near the new manhole. Mr. Rehab, on behalf of and at the cost of H&K, completed the spot repairs on both the upstream and downstream sides of the new manhole. Ed is waiting on post repair videos from H&K to review the quality of repair work.

Bond Reduction Request/Mapledale Estates Subdivision – The Developer of Mapledale Estates was required to provide financial security in the amount of \$734,013.50 to the Municipal Authority for the Improvements Guarantee for water and sewer construction. This included \$336,308.50 for sewer and \$397,705.00 for water. A majority of the work has been completed. A reduction has been requested by the Developer. Ed questioned if the overlay of E. Maple Street is included in these figures. Once determined it was, the recommendation was to reduce the bond by \$609,013.50, leaving a balance of \$125,000.00. This includes money for the overlay as well as 10% of the financial security the Municipal Authority will hold until the facilities are dedicated, and the 18-month Integrity Bond begins.

MOTION: Motion was made and seconded to approve the reduction of the Mapledale Estates Letter of Credit by \$609,013.50, leaving a balance of \$125,000.00. Motion approved unanimously.

10-Year Capital Improvements Plan – Scott provided a copy of the 10-Year Capital Improvement Plan to the Municipal Authority Board. This allows the members to see the projected purchases and projects over the next ten years.

Scott discussed the 1999 Godwin Trash Pump which is to be considered for replacement in 2023. Should one of the generators (the power source backup for the pump stations) be out of commission and need parts, the trash pump would be used as the backup to avoid any sewer spillage. Previously, parts were available on the shelf and repairs could be made quickly. With the length of time parts are now taking to arrive, it could cost thousands of dollars to rent a trash pump until the repair could be made. This trash pump could be used at any pump station.

For 2023, Scott included the purchase of OmniSite Dialers for two (2) of the pump stations, per the Wastewater Department. An official quote is still outstanding.

The Sewer Rate Evaluation was also provided. This breakdown shows the sewer operating expenses and the debt reduction to help the Municipal Authority Board determine if the quarterly customer charge is sufficient to breakeven.

Sewer Specs – Work on the standard details continues. Scott provided a draft of the details completed to date.

ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books

Strong Waste Permit Renewal – Bennett Toyota – The Municipal Authority has instituted a Strong Waste Program for businesses who produce and discharge any type of contaminants into the sewer system. Reports are submitted monthly and quarterly for review. A permit is required to be renewed every three (3) years for the Strong Waste Program. The permit for Bennett Toyota is expiring this year and Lori is suggesting we do not renew the Strong Waste Permit but rather transfer them to the Grease Trap Program. Their numbers are consistent and come in much lower than any of the effluent discharge limits for the strong waste program. All members agreed to switch Bennett Toyota to the Grease Trap Program.

MOTION: Motion was made and seconded to remove Bennett Toyota from the Strong Waste Program and transfer them to the Grease Trap Program. Motion approved unanimously.

Additional Principal Payment on Sewer Loan – Lori provided a year-to-date figure of the Sewer Operating fund. She is recommending the Municipal Authority Board place an additional \$1,000,000.00 on the sewer loan as additional principal.

MOTION: Motion was made and seconded to authorize an additional \$1,000,000.00 be placed on the sewer loan as additional principal payment with the next regular payment. Motion approved unanimously.

Additional Principal Payment on Water Loan – Lori provided a year-to-date figure on the Water Operating fund. She is recommending the Municipal Authority Board place an additional \$75,000.00 on the water loan as additional principal.

MOTION: Motion was made and seconded to authorize an additional \$75,000.00 be placed on the water loan as additional principal payment with the next regular payment. Motion approved unanimously.

Preliminary Budget Discussions – Lori reviewed the budget for Sewer Operating, Capital Reserve, and Water Operating line by line.

A few changes have been made to the Sewer Operating Budget. A specific line item for the 15% administrative fee charged in addition to legal and engineering review fees has been

added. Surcharge fees will be moved from permits and placed with the strong waste permits. A line item was added for legal fees pertaining to delinquent accounts where legal fees accrue but are then charged to the property owner and not paid by the Municipal Authority. All members liked this separation of fees.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

Generator Agreement – Ed received a proposal from GenServe (previously DynaTech) to service four (4) of NLTMA’s generators in 2023. This will be an annual service. The quote is approximately \$1,600.00.

MOTION: Motion was made and seconded to approve the proposed agreement with Genserve for the 2023 servicing of four (4) generators. Motion approved unanimously.

All members were provided a copy of Tommy Camasta’s September Activity report. There were 96 PA One Calls this past month. Four (4) were emergencies during normal work hours. Five (5) grease trap inspections including Cedar Grill, Union Canal Elementary School, Lebanon Valley Cold Storage, Godshall’s tanks 1 and 2, and Manna Foods were completed. One (1) new home was connected to the system.

The flush truck was repaired. A new coupling was crimped on the hose as there was a hole. All sewer Right-of-Ways were mowed.

All air release valves were taken apart at N 8th Avenue, Rockwood, and the Water Street Pump Stations. They were inspected, cleaned, and checked for normal operation.

The lines in Mallard Lane were flushed. They are starting to video the mainline and laterals. An issue arose with the camera which was able to be fixed using the manufacturer’s tech support. All is back to normal. Approximately 1,000 feet of inspections were completed.

The oil was changed in the backup motor at the N 8th Avenue Pump Station. The old rotating assembly was rebuilt with new seals and an impeller. A spare is now available for this station if needed. Parts will be ordered to rebuild an old unit for the Water Street Pump Station as well.

The Highway Department will be paving Alpha Avenue, Beta Avenue, Cappa Avenue, and parts of Sholly Avenue in 2023. Inspections of the manhole frames and risers have begun on these streets. Most of the risers have deteriorated. All frames, lids, and risers will be replaced in the spring prior to paving season. A total of about twenty-one (21) units will be replaced. Tommy ordered twenty-four (24) new frames and lids from East Jordan Foundry at the cost of \$10,407.80. If other streets are paved, additional frames and risers may need to be replaced.

A manhole frame, lid, and riser on Rebecca Street was milled out and replaced.

COMMENTS FROM BOARD MEMBERS

With no further business for the good of the Municipal Authority, the meeting was adjourned at

9:07 p.m.

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

Respectfully Submitted,

Molly Lum
Recording Secretary