

**Minutes
Joint Meeting
North Lebanon Township Municipal Authority
North Lebanon Township Board of Supervisors
November 10, 2022**

An advertised special Joint Meeting of the North Lebanon Township Municipal Authority and the North Lebanon Township Board of Supervisors was held on Thursday November 10, 2022, at 5:30 PM at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following people present:

Board of Supervisors:

Edward A. Brensinger	Chairman
Gary R. Heisey	Vice-Chairman
Cheri F. Grumbine	Township Manager
Absent:	Arden A. Snook

Municipal Authority Board:

Gary Heisey	Chair
Dawn Hawkins	Vice Chairperson
Gary Echard	Secretary
Rodney Lilley	Assistant Secretary/Assistant Treasurer
Tod Dissinger	Treasurer
Lori Books	Assistant Township Manager
Scott Rights, P.E.	Steckbeck Engineering
Amy Leonard, Esq.	Henry and Beaver, LLP

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

The meeting was called to order at 5:30 p.m. and the pledge to the flag was recited.

2023 Budget – First on the agenda was to review the North Lebanon Township Municipal Authority preliminary budget for 2023. Only a few changes have been made since the reporting at last month’s regularly scheduled meeting.

Assistant Manager Books explained why the wage line item has been decreased for the year 2023. One of the wastewater employees has recently resigned. Rather than hire a new employee, the Township intends to utilize an existing employee who already has his wastewater license. This employee will be split fifty-fifty between the Parks & Recreation department and the Wastewater department.

Water and Sewer Rates – There will be no increase in the water or sewer rates for 2023 by the Municipal Authority Board.

Water and Sewer Tapping Fees – There will be no increase in the tapping fees for water or sewer for 2023.

Water and Sewer Debt – Assistant Manager Books provided updated balances on the water and sewer loans.

Sewer Debt – With the extra payments made over the last several years, the loan is now scheduled to be paid off in July of 2025. The current balance is \$1,727,118.84.

The quarterly customer charge of \$78 is used for daily operation and maintenance of our sewer system and a small portion also goes towards paying down the debt. Extra payments are also being made from the tapping fees paid for new connections.

Water Debt – With the extra payments made over the last several years, the loan is now scheduled to be paid off in March of 2031. The current balance is \$816,759.15.

The quarterly customer charge of \$60 goes towards paying down the debt. Only those customers who are within the water project area pay this fee. The fee shows up on the residents' water bill from the City of Lebanon Authority, who collects the fee and then forwards the money monthly to the Municipal Authority. Extra payments are also made from the tapping fees paid for new connections.

Capital Improvement Purchases Split with Township 50/50 – There are no joint purchases planned for next year.

Capital Improvement Purchases Made by Municipal Authority Board

Omni Site for Jay Street and Frances Ann Pump Stations – Two (2) Omni Site dialers have been budgeted for next year. One is for the Jay Street Pump Station and the other is for the Frances Ann Pump Station. We received a quote of \$12,000.00 which includes both pump stations.

Municipal Authority Capital Reserve Fund - There are currently no capital purchases planned for next year.

10-year Capital Improvement Plan – Scott Rights – An updated copy of the 10-year Capital Improvement Plan was prepared for the upcoming year. This allows the Municipal Authority Board to see and plan for expenses anticipated over the next 10 years.

Supv. Brensinger asked if the Municipal Authority Board will be purchasing a new trash pump to replace the 1999 Godwin trash pump. It was discussed last month, but a decision was not made. Treasurer Dissinger requested an official price be quoted before a final decision is made. Supv. Brensinger will get a firm number and provide the information to Asst. Manager Books, and she will include it in the budget for next month. This will go under the Capital Reserve Fund.

Comments from Board Members

All Municipal Authority Board members expressed their thanks and gratitude to the office staff, Atty. Leonard, and Engineer Rights for the work they do.

Treasurer Dissinger expressed that as yearly evaluations are completed, competitive increases should be considered so valued employees are not lost. The supervisors present agreed. He also reiterated the importance of cross training.

Supv. Brensinger and Supv. Heisey thanked the Municipal Authority Board for the continued open line of communication and transparency.

Asst. Manager Books informed Treasurer Dissinger that his term ends this year and asked if he was willing to continue to serve on the Municipal Authority Board. He stated he would like to remain on the Municipal Authority Board for another 5-year term.

Comments from the Public

James Cikovic questioned which loan has the higher interest rate. Atty. Leonard responded that the sewer loan is at 2.04% and the water loan is at 1.60%, until the variable terms begin. Mr. Cikovic then asked if the Municipal Authority Board will aim to pay the sewer loan off first as the interest rate is higher. Treasurer Dissinger informed him the accounts are separate. Only sewer revenue can be placed on the sewer loan and only water revenue can be placed on the water loan.

With nothing more to discuss, the joint meeting adjourned at 6:10 PM.

Respectfully Submitted,

Molly Lum
Recording Secretary