

Minutes
North Lebanon Township Municipal Authority
May 11, 2023

The regularly scheduled meeting of the North Lebanon Township Municipal Authority was held at 7:00 p.m. on Thursday, May 11, 2023, 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
Cheri Grumbine	Township Manager

Also in attendance were Molly Lum, Sewer Billing Clerk, Kristin Zimmerman, Recording Secretary, James Cikovic, Scott Roush, and Susan Briskie, Township Residents.

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

COMMENTS FROM THE PUBLIC

Scott Roush – Mr. Roush was in attendance to discuss the process for those who do not pay their sewer bill on time. He does not believe posting a notice on the resident’s door threatening water termination is an appropriate way to pursue a delinquent balance. He suggested a phone call would be more beneficial. Mr. Roush stated in his opinion, posting properties is a more shameful tactic, which could potentially mark the homes as being vacant and therefore increase the risk of theft.

Atty. Amy Leonard responded stating it is State Law, under the Water Services Act, which requires a property be posted by written notice on the main entrance of the building ten (10) days prior to the water service being terminated. Therefore, the Municipal Authority Board does not have the option not to physically post a property. Two (2) additional notices are mailed prior to posting properties. Residents are given ample opportunity to pay their bill on time and avoid penalties and posting.

The Municipal Authority Board agreed to continue billing procedures following their current policy and thanked Mr. Roush for his time.

Scott Witmer – Mr. Witmer requested to be placed on the agenda to get approval from the Municipal Authority Board to dump the dishwasher accumulated from his coffee shop “food truck” down his residential home drain. Lori reported that Mr. Witmer called in this morning stating he could no longer attend the meeting and did not wish to reschedule. The Board members did not discuss the request as Mr. Witmer was not in attendance.

Chair Heisey asked if there were any additions or corrections to the minutes. Hearing none, he 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 subject to audit.

MOTION: Motion was made and seconded to approve the invoices and requisitions for payment subject to audit. Motion approved unanimously.

SOLICITOR’S REPORT – Atty. Amy Leonard

Project TV – The force main relocation has been completed. The drafted Deed of Dedication for the easement area around the relocated force main has been reviewed. Atty. Amy Leonard is still waiting on the finalized Deed of Dedication, Maintenance Guarantee, and 15% financial security. Amy is pushing to get a response for finalization.

Delinquent Sewer Accounts – Amy provided an updated copy of her delinquent sewer account report. There are no major concerns. #17 made a significant payment and #9 has entered into a formal payment agreement.

ENGINEER’S REPORT – Scott Rights

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. Revised plans have yet to be submitted.

Mt. Pleasant Ventures – This project proposes the development of 123 single family residential lots. The 73-acre property is situated on the north side of Jay Street at the intersection of Horizon Blvd. Revised plans were submitted on 4/6/23 and have been reviewed. The primary concern involves the proposed cross-country sewers spanning between the yards of a few proposed dwellings. The easement needed by the Municipal Authority Board to restore any issues in the sewer line would currently fall too close to the proposed homes.

Briar Ridge Commons – This project proposes the development of twelve (12) garden style apartment buildings, each with twelve (12) units, and five (5) single family dwelling lots. The property is situated toward the southeast corner of Kimmerlings Road and North 8th Avenue. The proposed sewers will connect to the existing sewers in the Crossings of Sweet Briar and then drain to the North 8th Avenue Pump Station. The five (5) single family dwellings will connect into the public sewer already available in North 8th Avenue and Kimmerlings Road. A preliminary review has been completed, resulting in minor comments.

Submission of revised plans in response to our comments is still pending.

The North 8th Avenue Pump Station will need to be upgraded as part of this proposed plan. The projected flows from this development will place the pump station over its current capacity. Scott continues to work out the details with the developer as to what will be required to update the pump station, so it is able to handle the projected flows from this development. The developer will be financially responsible for any improvements needed. Scott contacted the City of Lebanon Authority (CoLA) regarding the possibility of increasing the pump output. CoLA is evaluating the maximum discharge they will accept before additional improvements are required for their sewer system.

Land Development Construction

Town's Edge – All sanitary sewer construction and testing has been completed. As-built drawings were received on 4/25 and have been reviewed. Revisions are required.

Mapledale Estates – Sewer construction has been completed. Vacuum testing of a few manholes and the as-built drawings are still outstanding. Final paving is required before vacuum testing can be completed. Construction of several homes has begun.

Crossings at Sweet Briar, Phase 4 – Sanitary sewer construction, air testing, and mandrel testing have been completed. Vacuum testing of a few manholes and submission of as-built drawings are still outstanding. A request for bond reduction has been submitted by the developer.

MOTION: Motion was made and seconded to approve the request by the Crossings at Sweet Briar, Phase 4, for a bond reduction in the Water and Sewer Improvements Guarantee of \$502,562.50 (\$265,200.00 for water and \$191,675.00 for sewer) from \$653,950, leaving a balance of \$151,387.50. Motion approved unanimously.

Caliber Car Wash – Construction of the sanitary sewer system continues. Progress is moving slowly as they encountered solid rock just beneath the surface. The sampling manhole and grease trap have been installed. The contractor has made final connection to the existing Walmart sewer main, however, connection to the proposed car wash facility is still pending.

AutoSuds West Car Wash – The contractor has scheduled hydrostatic testing of the existing 3-inch main in N. 25th St. for 5/22/2023. The new precast connection vault will also be set. Someone from Steckbeck's office or the Wastewater Department will be onsite for the line testing and vault placement. Delivery of the new pump station is still pending.

Nolt Plan – Swatara Connection – Proposed sewer plans were submitted to Steckbeck Engineering, but it appears the owners have not resolved all issues with Swatara Township. NLTMA will hold off on reviewing the submitted plans until Swatara Township is satisfied and official submission is made to the North Lebanon Township Municipal Authority along with the appropriate review fees.

Always Bagels – The Municipal Authority received a letter in March from the City of

Lebanon Authority (CoLA) regarding an issue with Always Bagels. This business has two (2) water lines, one for domestic purposes and the other for production.

CoLA recently learned the production line has never been billed by them for the sewer treatment side of the billing process. Therefore, NLTMA never billed Always Bagels for the production line as a water reading was not provided by CoLA to the Authority. CoLA is now approaching the Municipal Authority regarding the usage/sewer treatment not billed over the past fifteen (15) years. CoLA is asking for payment for the last four (4) years of sewage treatment/usage, based on the statute of limitations for uncollected back-charges. CoLA's fee is a passthrough fee and each end user is billed by NLTMA for their usage/discharge to the City's treatment plant based on the water meter readings provided to NTLMA by CoLA.

Scott reviewed the proposal by CoLA, went over his own calculations using accurate data obtained in 2016/2017, and came up with an alternative offer for the Municipal Authority Board to consider as a response to CoLA. The Municipal Authority Board agreed to have Scott reach out to CoLA with the offer he calculated, contingent on Always Bagels agreeing with our proposal, as they will ultimately be paying the back charges.

Scott presented the proposal for back charges to Always Bagels and they agreed to the figures he calculated. An email was sent to CoLA with the proposal agreed upon between Always Bagels and NLTMA. We are awaiting CoLA's response.

Sewer Specs – The technical specification revisions have been completed. The administrative procedures draft is being finalized.

ASSISTANT TOWNSHIP MANAGER REPORT – Lori Books

Pump Station Annual Inspection – The Safety Committee completed the Pump Station inspections on 4/14/2023. There were no major concerns to note. As always, the Pump Stations are very well maintained.

Agreement for Jones Plan / 2500 North 21st Street – This plan was approved by NLTMA in April of 2022 for one new residential lot. The Jones' are in the process of selling this vacant lot. As part of the transfer the new owners, Myron and Doreen Miller, were asked to replace the existing agreements held with both the Municipal Authority and the Township. Amy has prepared a new agreement, stating the new owners will take full responsibility of everything outlined in the previous agreements. The Jones' have also requested release of the remaining funds in the escrow account for this project as the Millers have posted their own escrow with the Municipal Authority Board for this plan.

MOTION: Motion was made and seconded to approve the agreement with Myron and Doreen Miller, and to release any remaining funds in the Jones' escrow account being held by the Municipal Authority Board. Motion approved unanimously.

Nolt Plan – Lori explained Jen from Swatara Township called her regarding the Nolt plan. Swatara Township's Planning Commission received a plan from Matthew & Hockley for the Nolt properties. The plan proposes connection to the North Lebanon Township Municipal

Authority's sewer system. However, only one of the two parcels is located within our current agreement between Swatara Township and NLTMA for the Rockwood area to be able to be connected to our public sewer system. Jen is going to speak with her Board to determine if they want to revise the existing agreement to include both parcels. This would need to happen prior to any formal plan submission or approval by the NLTMA Board for this project.

Pertinent Issues - Lori provided the Board members with a thank you note from the staff for the ice machine they so generously agreed to purchase. This was made possible from the conduit fees collected and not ratepayers' money.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

All members were provided with a copy of Tommy Camasta's April Activity report.

At 7:49 p.m. Lori Books announced she would like to go into executive session to discuss a potential litigation matter.

The Municipal Authority Board reconvened at 8:20 p.m.

MOTION: Motion was made and seconded authorizing Ed Brensinger to examine the manhole located at 1678 Heilmandale Road and gather a quote for repairs. Motion approved unanimously.

With no further business for the good of the Municipal Authority, the meeting was adjourned at 8:21 p.m.

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

Respectfully Submitted,

Kristin Zimmerman
Recording Secretary