

**Minutes
North Lebanon Township Municipal Authority
June 8, 2023**

The regularly scheduled meeting of the North Lebanon Township Municipal Authority (NLTMA) was held at 7:00 p.m. on Thursday, June 8, 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

Also in attendance were Molly Lum, Sewer Billing Clerk, Kristin Zimmerman, Recording Secretary, Brian Marchuck, BSSF, Scott Henry, BSSF, Audrey Brubaker, Township resident, Susan Mion, Township resident, Susan Briskie, Township resident and Jim Cikovic, Township resident.

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

COMMENTS FROM THE PUBLIC

Brian Marchuck, BSSF – Brian attended the meeting to review the final annual audit for 2022. He went over the key highlights in the report. BSSF granted NLTMA a “clean” opinion which translates to no issues regarding the financial side of business. Brian stated NLTMA is in good shape financially and is a very healthy authority. He went on to explain the health stems from being able to support any future expenses that may arise. A ten (10) year Capital Improvement Plan prepared by Steckbeck Engineering is provided to board members annually, which allows them to plan for the future.

MOTION: Motion was made and seconded to accept the 2022 North Lebanon Township Municipal Authority Annual Audit and Financial Report as prepared by Brown, Schultz, Sheridan & Fritz (BSSF). Motion approved unanimously.

Audrey Brubaker – Audrey Brubaker, Treasurer of Kimmerlings Grange, expressed her concern about a potential future sewer line being run along Mt. Zion Rd and how it would affect the grange. If a sewer line were to run along Mt. Zion Rd past the grange, they would be required to hook up to the public sewer, but the developer would be required to cover the cost of the sewer line across grange frontage. Any property that is situated less than 150ft from the sewer line is required to connect.

Susan Mion – Susan Mion, resident of The Crossings at Sweetbriar, questioned if water and

sewer can be run through private properties? Scott Rights stated that the developer could run the lines through private properties. The developer designs and pays for construction. Easements are required for sewer to run through private properties. NLTMA reviews all plans submitted by a developer. She was also concerned that their sewer debt fee would increase if a private development project were to take place within the township. Scott explained that the developer would incur all fees and the residents would not see an increase in their sewer bills. The debt only increases when NLTMA borrows money for public improvements.

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

MOTION: Motion was made and seconded to approve the May 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

Nolt Parcels - Swatara Connection - Proposed sewer plans were submitted to Steckbeck Engineering, but it appears the owners have not resolved all issues with Swatara Township. Amy received a call from Swatara’s solicitor and discussed the possibility of amending the intermunicipal agreement to include the additional parcel for sewer connection. NLTMA will hold off on reviewing the submitted plans until Swatara Township is satisfied, the intermunicipal agreement is amended and an official submission is made to NLTMA along with the appropriate review fees.

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 from the developer. 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.

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. Plan resubmission is still pending after our last comment review letter.

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. The developer resubmitted plans on 5/17. The revised plans include manholes at the terminal ends of the sewer systems and junction points. The sewers were rerouted to avoid the stormwater basin. There are still minor details that need to be worked out. There was also discussion about placing grease traps on the apartments.

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 to 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.

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 successfully completed the hydrostatic test on the existing 3" main in N 25th St and set the new precast connection vault over the existing low pressure sewer lines. Modifications were made to the vault as the depth of the existing sewers was less than anticipated. Fabrication and delivery of the new pump station

is still pending.

Always Bagels – NLTMA 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 has not yet responded to NLTMA's proposal. CoLA's next meeting is on Monday, June 12th.

Sewer Specs – The technical specification revisions have been completed. The administrative procedures draft is being finalized for Lori's review and comment.

Homes For Life (West Lebanon) – A developer is proposing to put 38 manufactured homes off N 25th street on the N side of the Lebanon Valley Mall in West Lebanon Township. 26 units would connect directly to NLTMA's sewer line, and 12 homes would connect to West Lebanon Township's sewer line. All flows would eventually end up in our sewer lines. Plans will need to be submitted and approved before a sewer permit is issued.

ASSISTANT TOWNSHIP MANAGER REPORT – presented by Molly Lum

Sewage Management Program Update – 717 original notices went out on April 3rd to all residents with on lot septic systems notifying them that it is time to have their septic tank pumped. As of today, 252 report forms have been submitted. 465 properties have not had their tanks pumped yet. Second notices will go out at the beginning of July. Residents have until the end of August to have their tank pumped and submit the report form along with the administrative fee. Once the deadline has passed, a final notice will be sent before they would be turned over to Amy.

WASTEWATER DEPARTMENT REPORT – Ed Brensinger

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

Ed stated he examined the manhole located at 1678 Heilmandale Road as directed by the Board. He has determined the materials to complete the repair would cost approximately \$500.00. There is funds in the budget to make this repair. After some discussion, the NLTMA Board directed Ed to make the necessary repairs.

With no further business for the good of the NLTMA, the meeting was adjourned at 8:32 p.m.

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

Respectfully Submitted,

Kristin Zimmerman
Recording Secretary