

**Minutes  
North Lebanon Township Municipal Authority  
November 9, 2023**

The regularly scheduled meeting of the North Lebanon Township Municipal Authority (NLTMA) was called to order by Chair Heisey at 6:45 p.m. on Thursday, November 9, 2023, at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA. The pledge of Allegiance was recited. The following Authority members and Township staff 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
Lori Books	Township Manager
Edward Brensinger	Roadmaster/Supervisor
Scott Rights, P.E.	Engineer, Steckbeck Engineering (via Zoom)

The following members were absent:

Molly Lum	Assistant Township Manager
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Also in attendance was Kristin Zimmerman, Recording Secretary.

**COMMENTS FROM THE PUBLIC** - There were no comments from the public.

Chair Heisey asked if there were any additions or corrections to the minutes.

**MOTION: Motion was made by Rodney and seconded by Gary E. to approve the October 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 by Rodney and seconded by Dawn to approve the invoices and requisitions for payment subject to audit. Motion approved unanimously.**

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

**Nolt Plan Update** –There has been no new update since our last meeting.

**Project TV** – The force main relocation has been completed. Amy has received the signed Deed of Dedication and the Maintenance Guaranty. She is still waiting for the Integrity Bond. As soon as we receive the bond, we can move forward.

**Delinquent Sewer Accounts** – Amy provided a copy of her delinquent sewer account

report. There are 4 new accounts that were sent the 30-day notice.

## **ENGINEER'S REPORT – Scott Rights**

### **Plan Reviews**

**NLT Warehouse & Trailer Storage** – This project proposes the construction of a 1,000,000 SF warehouse. Revised plans have yet to be submitted. There have been no changes since last month.

**Mt. Pleasant Ventures** – This project proposes the development of 122 single family residential lots. Plan resubmission is still pending after our last comment review letter. There have been no changes since last month.

**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 Developer has satisfied the plan review comments, however, the NLTMA Board is requiring the Developer enter into an agreement to make the needed improvements to the N. 8<sup>th</sup> Avenue Pump Station before approval will be granted. These improvements are necessary to accommodate the anticipated flows from this development. Scott provided a detailed evaluation of improvements needed. A draft letter was completed, and Scott will be sending the letter to Landmark.

**Homes For Life (West Lebanon)** – This project proposes 38 manufactured homes off N. 25<sup>th</sup> Street behind the Lebanon Valley Mall. A review letter has been provided to the Developer. Scott received an email from Chrisland Engineering stating they will be resubmitting the revised plans within the next two weeks.

**Manor View Estates** – This project proposes the development of 31 lots on the west side of Grace Ave. Plan resubmission in response to the comments is still pending. The Developer's Engineer has requested Steckbeck Engineering participate in a conference call to discuss the review letter and the needed changes.

**Stanley Martin Subdivision** – This plan proposes subdividing an existing single family residential lot into two lots. The parcel is located at 275 Narrows Drive. Plans have been reviewed. A copy of the draft review letter was provided.

### **Land Development Construction**

**Town's Edge** – As built drawings have been reviewed and comments were sent to the Developer's Engineer. Revised drawings were submitted during the month with minor issues that still need to be addressed.

**Mapledale Estates** – Sewer construction has been completed. The as-built drawings are still outstanding. The contractor vacuum tested the remaining manholes and all but one passed. Repairs will be made, and the defective manhole will be retested in the upcoming weeks.

**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. There has been no change in status since last month.

**Caliber Car Wash** – Construction of the sanitary sewer system is complete. The facilities were inspected by NLTMA personnel. Construction of other facilities on site continues.

**AutoSuds West Car Wash** – Construction of the revised sanitary sewer facilities continued during the month. The new pumps have been installed and the system was tested by the contractor in the presence of NLTMA personnel. Scott requested a pump draw down test of the new pumps. The engineer for AutoSuds contacted Scott and they are making plans to conduct the draw down test.

**Sewer Specs** – The administrative procedures are near completion. Finalizing the insurance requirements is all that remains. Scott will finalize with Lori and Amy.

**ASSISTANT TOWNSHIP MANAGER REPORT – reported by Lori Books**

**Sewage Management Program Update** – Lori provided an update on the septic tank pumping program. As of today, 683 properties have pumped their tanks and turned in the report form. 15 properties have yet to comply. Final notices were sent on 9/14.

**MOTION: Motion was made by Rodney and seconded by Dawn to turn over the list of property owners who have failed to have their septic tanks pumped as required to Amy for further action. Motion approved unanimously.**

**WASTEWATER DEPARTMENT REPORT – Ed Brensinger**

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

With no further business for the good of NLTMA, the meeting was adjourned at 7:21 p.m.

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

Respectfully Submitted,

Kristin Zimmerman  
Recording Secretary