

**Minutes
Joint Meeting
North Lebanon Township Board of Supervisors
North Lebanon Township Municipal Authority
November 14, 2024**

The advertised special Joint Meeting of the North Lebanon Township Municipal Authority and the North Lebanon Township Board of Supervisors was called to order at 5:30 PM by Vice Chairman Hawkins at the North Lebanon Township Municipal Building located at 725 Kimmerlings Road, Lebanon, PA. The Pledge of Allegiance was recited. The following Board members and Township staff were present:

Municipal Authority Board:

Dawn Hawkins	Vice Chair
Gary Echard	Secretary
Rodney Lilley	Assistant Secretary/Assistant Treasurer
Tod Dissinger	Treasurer
Lori Books	Township Manager
Amy Leonard, Esq.	Henry and Beaver, LLP
Scott Rights, P.E.	Steckbeck Engineering
Amber Royles-Eby	Administrative Assistant
Jared Balsbaugh	Public Works Director

The following members were absent:

Gary Heisey - Chairman

Board of Supervisors:

Edward A. Brensinger	Chairman
Lori Books	Township Manager

The following members were absent:

Gary R. Heisey - Vice-Chairman
Arden A. Snook - Treasurer

Also in attendance were Brandi Trumbo, Sewer Billing Clerk, Jim Cikovic, Township resident, Kevin Dickman, Sunny Lane Foods and Todd Lange, Sunny Lane Foods.

2025 Budget – Township Manager Books and Administrative Assistant Royles-Eby reviewed the North Lebanon Township Municipal Authority (NLTMA) preliminary budget for 2025.

Water and Sewer Rates – There will be no increase in the water or sewer rates for 2025 by the Municipal Authority Board.

Water and Sewer Tapping Fees – There will be no increase in the tapping fees for water or sewer in 2025.

Water and Sewer Debt – Township Manager Books provided updated information on the water and sewer loans. With the extra payments made over the last several years, the sewer loan was paid off in October of 2024. With the extra payments made over the last several years, the water loan is now scheduled to be paid off in September of 2028.

Capital Improvement Purchases Split with Township 50/50 – The items proposed for a 50/50 split between the Township and the Authority for 2025 are GIS upgrades for the PA One Call system and the salary for Matt Bachman. Matt has recently obtained his wastewater license and will be training with Tom Camasta as his backup.

Capital Improvement Purchases Made by Municipal Authority Board – The purchases to be made solely by the Municipal Authority Board are a new computer for the sewer billing clerk, 2 (two) new iPads for the wastewater crew and the upgrades to the Water Street Pump Station control panel which may still happen this year.

Municipal Authority Capital Reserve Fund – Public Works Director, Jared Balsbaugh, received three (3) quotes for the purchase of a new flusher truck. H. A. DeHart & Son offered the lowest quote. Since they are on Costars we do not need to bid for this item. The quote is only good until December 4, 2024. After that date there will be an approximate 6.5% increase. It was also noted that South Lebanon Township has interest in purchasing our existing flusher truck. Vice Chair Hawkins is looking for a motion to allow Jared to execute a purchase order to lock in the quoted price to include obtaining an additional quote regarding extended warranties on the truck.

MOTION: Motion was made by Tod and seconded by Gary E. to execute a purchase order to lock in the quoted price with H. A. DeHart contingent on a revised quote to include extended warranties on the truck. Motion approved unanimously.

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 plan and budget for expenses anticipated over the next 10 years. Discussions were made regarding the current sewer user rates. Several scenarios were provided on new lower user rates. Everyone agreed to table any final decisions until the next meeting when all Municipal Authority Board Members are present.

Comments from Board Members – Supervisor Brensinger expressed his appreciation of the good working relationship between both Boards.

Comments from the Public – None

With no further business, the meeting was adjourned at 6:33 PM.

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

Respectfully Submitted,

Brandi Trumbo
Recording Secretary