

Minutes
North Lebanon Township Municipal Authority
February 13, 2025

The regularly scheduled meeting of the North Lebanon Township Municipal Authority (NLTMA) was called to order by Chair Heisey at 7:00 p.m. on Thursday, February 13, 2025, 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
Gary Echard	Secretary
Tod Dissinger	Treasurer
Rodney Lilley	Assistant Secretary/Assistant Treasurer
Amy Leonard	Solicitor, Henry and Beaver, LLP
Lori Books	Township Manager
Amber Royles-Eby	Administrative Assistant
Jared Balsbaugh	Public Works Director
Scott Rights, P.E.	Engineer, Steckbeck Engineering

Also in attendance was Brandi Trumbo, recording secretary, Jim Cikovic, Andrew Ney, John Bunce, and Todd Lange.

COMMENTS FROM THE PUBLIC –

Scout Cold Logistics / Sunny Lane Foods Expansion

John Bunce with Scout Cold Logistics and Todd Lange with MBC were both present to seek guidance from the Board regarding the possibility of relocating the sewer main on a piece of land they intend to purchase. Sunny Lane Foods is considering purchasing the lot to the east of their current property to accommodate a future expansion. The future expansion would require them to relocate NLTMA's existing sewer main which currently crosses the lot they intend to purchase along the western property line. Representatives of the Township, NLTMA and Engineer Rights, met with Scout Cold Logistics representatives on January 22, 2025, to discuss options regarding relocating the sewer main. A possible alternative was presented to reroute the existing sewer main farther east along the Lebanon Valley Rail Trail, crossing Hanford Drive and the lot of interest along the eastern property line, then boring underneath the railroad tracks, and ultimately reconnecting into NLTMA's existing sewer facilities. Mr. Bunce reviewed the new proposal with the Board members asking for their feedback. After some discussion, the Board was favorable with the recent redesign acknowledging that both NLTMA staff and our Engineer, Scott Rights, believe this is the best option.

Chair Heisey asked if there were any additions or corrections to the January 9, 2025 minutes. Hearing none, he asked for a motion to approve the January minutes.

MOTION was made by Rodney and seconded by Dawn to approve the January

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 Gary E. to approve the invoices and requisitions for payment subject to audit. Motion approved unanimously.

SOLICITOR'S REPORT – Atty. Amy Leonard

Nolt Parcels – Swatara Connection – The project proposes sewer connection from apartment units situated on properties at 1813 and 1805 Quarry Rd in Swatara Township. The Developer now has approvals from Swatara Township which means the sewer review can move forward on the NLTMA's end. The project requires an amendment to the existing Rockwood Sewer Agreement to include the new consolidated property in the sewer service area. Solicitor Leonard is working with Solicitor Gallo from Swatara to revise this agreement. The Sewer Capacity and Developer's Agreements have been drafted.

Manor View Estates – No Update

On Lot Septic Program – Solicitor Leonard provided an update on the septic tank pumping program. Solicitor Leonard has filed the complaints. One property owner has since complied.

Strong Waste Limits and Surcharges – Solicitor Leonard reviewed information provided by CoLA that they intend to amend the local limits on certain pollutants as part of their strong waste program. CoLA is also updating the strong waste surcharge for those businesses who exceed the limits. Because the Township Ordinance references the specific pollutant limits and surcharges, Solicitor Leonard is recommending that we acknowledge the new limits and surcharges, as CoLA applies them to NLTMA customers. The Township Ordinance says NLTMA has the authority to make changes, with Township approval. The Resolution was presented to the Township Supervisors for their review, and it was approved as to the content. The Resolution is now ready for the Authority's adoption.

MOTION was made by Rodney and seconded by Gary E. to approve Resolution #2-2025 as it relates to the strong waste limits and surcharges being revised by CoLA. Motion approved unanimously.

1370 Twigg Ave – Solicitor Leonard reported she has prepared the mandatory connection notice and letter but has held off on issuing it as the property owner has been in communication with the Township regarding a driveway permit request. The Township saw this as an opportunity to communicate with the owner regarding the sewer connection requirement. Should the sewer connection not occur voluntarily following the Township's conversation with the property owner, Solicitor Leonard is prepared to move forward with the mandatory connection notice and letter.

Delinquent Sewer Accounts – Solicitor Leonard provided a copy of her delinquent sewer account report. A handful of properties have moved along, while a couple have been removed.

ENGINEER'S REPORT – Scott Rights

Plan Reviews

Manor View Estates – This development proposes 30 lots on the west side of Grace Avenue. The Developer has satisfied all technical review comments related to the sanitary sewer design. This project is still pending as NLTMA is waiting for the signed agreements, financial security, and the capacity fees to be paid. No changes since last month.

Nolt Plan – The project proposes a sewer connection from apartment units situated on properties at 1813 and 1805 Quarry Rd in Swatara Township. The Developer's Engineer submitted sanitary sewer design plans for review. NLTMA is waiting for revised plans to be submitted in response to our December 11, 2024, plan review comments. The most relevant concerns are the location of the new sewer line in relation to the existing Lentz property line and CoLA's water main easement.

Sheetz – NLTMA recently received subdivision and land development plans for the construction of a 6,100 sq. ft. Sheetz gas station and convenience store on a 5-acre lot situated on the NW corner of Route 72 and Long Lane. The proposed means for sewage disposal is a grinder pump connecting to NLTMA's sewer main on Long Lane. The project also proposes a 2,000 gal. grease trap. Review comments were issued on January 20th. We are waiting for the revised plans to be submitted.

Land Development Plans Ready for Action

Schulte Lot Addition Plan – This plan proposes several lot additions to neighboring properties. This lot is served by an on-lot sewage disposal system. No new sewage facilities are being proposed as part of this plan. Therefore, the Developer has requested a Sewage Facilities Planning Waiver and Non-Building Declaration. Scott recommends the Authority Board members recommend approval of the planning waiver to the Board of Supervisors.

MOTION was made by Rodney and seconded by Tod to recommend approval of the Planning Waiver and Non-Building Declaration to the Board of Supervisors. Motion approved unanimously.

MOTION was made by Dawn and seconded by Gary E. to approve the Schulte Lot Addition Plan. Motion approved unanimously.

Land Development in Construction

Town's Edge – The revised as-built drawings were submitted to our office. As a result of our review, locations for several of the laterals shown on the drawings differ from our field

records. The Developer's Engineer submitted the revised as-built drawings. Scott intends to review next week.

Briar Ridge Commons – This plan proposes twelve (12) garden apartments, five (5) single family residential dwellings plus a community building. The property is situated towards the southeast corner of Kimmerlings Rd. and N. 8th Ave. The proposed sewers shall connect to the existing sewers in the Crossings at Sweet Briar Subdivision and then drain to the N. 8th Ave. Pump Station. The proposed sewers shall remain privately owned. Sewer construction was completed in December. The contractor attempted to air test the sewer mains, however their testing equipment was faulty, so they need to reschedule. In addition, shop drawings for the new generator were submitted, however, they were lacking detail. There are still outstanding comments that remain and will need to be addressed, prior to approval.

Homes for Life (West Lebanon) – This land development plan proposes 38 mobile home units on the east side of N. 25th St. just south of Hanford Drive. The sanitary sewer construction commenced during May of 2024. No additional sanitary sewer work has been completed since then. Completed work included making the connection to the NLTMA's existing manhole on N. 25th St. and extending the sewer stub to the edge of right-of-way.

Sunny Lane Foods / Scout Cold Storage – This approved project proposes construction of a 98,000 sq. ft. building addition to the former Lebanon Valley Cold Storage facility located at 2750 Hanford Drive. All proposed facilities shall remain privately owned and operated by Sunny Lane Foods, including the pump station. Therefore, no facilities will be dedicated to the NLTMA. Construction of the sanitary sewers was completed and tested during the month. To date the grease traps, pump station, CoLA sampling manhole, and meter vault have been installed. NLTMA staff were present to witness the start-up testing of the pump station.

The Estates at Hearthside – Phase 1 – This property is situated on the north side of Jay St. between Homestead Acres to the north and the Ebenezer Elementary School to the east. The overall project includes 120 single family residential dwellings divided into five (5) phases. This is the first phase consisting of 29 lots with connection to Rolling Meadows Road in Homestead Acres. Phase 1 installation of all sanitary sewer mains and laterals were completed. The new mains were air tested, and passed, vacuum testing will occur after the paving base course has been placed and all other utilities have been completed in the street, as we anticipate this occurring sometime in the Spring.

Flexo-Pack – The approved land development plans propose construction of a 212,000 sq. ft. plastics manufacturing facility on the lot situated on the southside of Hanford Dr. and just west of Sunny Lane Foods. Sewer service includes a grinder pump with connection to the NLTMA's existing 15-inch railroad sewer interceptor running along the rear of the property. All new sewer construction shall remain privately owned by Flexo-Pack. Construction is only anticipated to commence later in the year towards summer or fall. No change in status from last month.

Chapter 94 Annual Waste Load Management Report – The Chapter 94 report has

been started. Scott reviewed several of the tables and charts with the Board members. This report is due to CoLA the beginning of March.

Sewer Specs – The consolidated document including administrative procedures, technical specifications and standard details are being combined into a single document for final review by NLTMA staff.

ADMINISTRATIVE ASSISTANT REPORT – Amber Royles-Eby

Special Purpose Tapping Fee – 2024 Summary – Amber provided the Board with the previous year's revenue on Special Purpose Tapping Fees. She reviewed the total expenses for each as well as the revenues collected to date.

Intergovernmental Purchase – Flush Truck – Amber explained our new flush truck is on order, as this was an approved Capital Expense Purchase. The Board has made an agreement with South Lebanon Township to purchase our old flush truck. Amber asked for the Board's approval with selling our existing flush truck to South Lebanon Township in the amount of \$75,000.00 contingent upon the arrival of NLTMA's new flush truck. We do not need to advertise or go through the bidding process as we are selling to another government entity.

MOTION was made by Dawn and seconded by Rodney to sell our existing flush truck to South Lebanon Township for \$75,000.00 contingent upon the arrival of our new truck. Motion approved unanimously.

Kathleen Street – Release Sewer Bond – This plan involved construction of a single-family dwelling on a vacant lot, as they extended new sewer connection to public facilities. The 18-month integrity bond has expired. All fees have been paid to date. Amber requested the Board authorize the release of the bond.

MOTION was made by Rodney and seconded by Gary E. to approve the release of the bond no. 8000083272 for the integrity of Kathleen Street project related to sewer installation. Motion approved unanimously.

Heilmandale Road – Release Sewer Bond – Bond was in place for the work performed on their property to ensure Orange Lane pump station was properly eliminated. The 18-month integrity period has expired. All fees have been paid to date. Amber requested the Board authorize the release of the bond.

MOTION was made by Rodney and seconded by Gary E. to approve the release of the bond no. 8000036056 for Heilmandale Road. Motion approved unanimously.

Pertinent Issues

Gary H. stated he would like to see something in the Township newsletter explaining how the Authority Board lowered the sewer rates. The customer charge has been reduced from \$78.00 per EDU per quarter to \$60.00 per EDU per quarter. Manager Books replied that we

did have an article in a recent newsletter. She was intending to put another article in the upcoming Spring edition to reflect our customer charge change and to inform residents that the City of Lebanon is raising their rates effective April 1st.

WASTEWATER DEPARTMENT REPORT – Jared Balsbaugh

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

We had a major problem with the Water Street Pump Station. The Board was shown several photos revealing the damage to the pumps and what caused the pumps to overheat when residents flush disposable wipes down the toilet. In one photo, a bath towel was shown to have been flushed. The combination of both is what caused the pumps to stop working. Tommy and Matt removed the back plate of the pump and removed the flap valve. There was a ball of flushable wipes and a towel which caused the pump to overheat and stop working. After removing the debris and reassembling the pumps, everything is now working as it should.

ADJOURNMENT

With no further business for the good of NLTMA, the meeting was adjourned at 8:02 p.m.

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

Respectfully Submitted,

Brandi Trumbo
Recording Secretary