

**Minutes**  
**North Lebanon Township Municipal Authority**  
**March 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, March 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
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

Absent: Dawn Hawkins Vice Chair

Also in attendance was Brandi Trumbo, recording secretary, and several residents of the Township.

**COMMENTS FROM THE PUBLIC –**

**Eric Paul** asked questions regarding the proposed Sheetz Plan.

**Jim Cikovic** asked Gary Heisey if he got an answer to his question regarding the moratorium on Kimmerlings Road. Gary responded that Kimmerlings Road was paved in 2015, so the moratorium would have expired at the end of 2020.

**CONSIDERATION FOR APPROVAL OF THE MINUTES**

Chair Heisey asked if there were any additions or corrections to the February 13, 2025 minutes. Hearing none, he asked for a motion to approve the February minutes.

**MOTION** was made by Rodney and seconded by Gary E. to approve the February minutes. Motion approved unanimously.

**CONSIDERATION FOR APPROVAL OF PAYMENT OF INVOICES AND REQUISITIONS SUBJECT TO AUDIT**

Chair Heisey asked for a motion to approve the invoices and requisitions for payment subject to audit.

**MOTION** was made by Rodney and seconded by Gary E. to approve the payment of 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 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 executed by the developer and the fees have been paid. NLTMA is waiting on an approved cost estimate for bonding and the revised Rockwood Agreement with Swatara Township.

**Manor View Estates** – No Update

**On Lot Septic Program** – Solicitor Leonard provided an update on the septic tank pumping program. She also noted that she has filed the complaints. No new updates from last month.

**1370 Twigg Ave** – Solicitor Leonard reported the property owner has been in communication with the Township regarding a driveway permit request. Manager Books stated the Township received the sewer permit application today along with a PA One Call for this property.

**Delinquent Sewer Accounts** – Solicitor Leonard provided a copy of her delinquent sewer account report. Discussions followed regarding the next step to a few of the properties from her list.

**MOTION** was made by Tod and seconded by Rodney to authorize Solicitor Leonard to move forward with the writ of execution and title search for four properties on the delinquent list. Motion approved unanimously.

### **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 provided a few minor plan review comments on the most recent plan resubmission. Engineer Rights' office will have

someone onsite for the inspections. As Solicitor Leonard reported, she is working on revising the Rockwood Agreement to include this parcel.

**Sheetz** – This plan is 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. Revised plans were submitted in response to the NLTMA comments issued on January 20<sup>th</sup>. Engineer Rights issued another review letter on March 12<sup>th</sup>.

**Land Development Plans Ready for Action** – None

### **Land Development in Construction**

**Town's Edge** – The revised as-built drawings were submitted to Engineer Rights office. The Developer's Engineer submitted the revised as-built drawings. Engineer Rights is working on editing the lateral schedule and will forward to their Engineer for importing into the CAD drawings once complete.

**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. 8<sup>th</sup> Ave. Testing of the sewer mains and vacuuming of the manholes was completed this month and passed. The N. 8<sup>th</sup> Ave. Pump Station control panel is scheduled for delivery later this week or early next week. The generator is scheduled to be delivered at the end of April. Once all pieces of equipment arrive, the contractor will move forward with installation.

**Homes for Life (West Lebanon)** – This land development plan proposes 38 mobile home units on the east side of N. 25<sup>th</sup> St. just South of Hanford Drive. The sanitary sewer construction commenced during May of 2024. Completed work included making the connection to the NLTMA's existing manhole on N. 25<sup>th</sup> St. and extending the sewer stub to the edge of right-of-way. They also have the first run complete to the first manhole. Sewer work resumed this month and is expected to continue throughout March.

**Sunny Lane Foods / Scout Cold Storage** – This approved project proposed construction of a 98,000 sq. ft. building addition to the former Lebanon Valley Cold Storage facility located at 2750 Hanford Drive. Official construction of the new sewer system, including the pump station and meter vaults, has been completed, and is now operable.

**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. Phase one consists of 29 lots connecting from Rolling Meadows Road in Homestead Acres. Phase one (1) installation of all sanitary sewer mains and laterals were completed. There have been no changes since last month. Outstanding work that remains is to perform vacuum testing of the manholes which is dependent upon the paving base course being placed. The paving base will only be completed once all utilities are complete in the street. NLTMA anticipates paving to conclude this Spring, with manhole testing to follow.

**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. Construction is anticipated to commence either this summer or fall. No change in status from last month.

**Sunny Lane Foods Expansion/Sewer Main Relocation** – The developer's engineer has started some field work survey. It will probably be several months before we see an official submission.

**Chapter 94 Annual Waste Load Management Report** – Annually the NLTMA board members review the drafted Chapter 94 report. This report confirms that none of the facilities are overloaded or projected to become overloaded during the next five (5) years. Engineer Rights reviewed several of the tables and charts with the NLTMA Board members during this meeting. Once completed, Engineer Rights will forward to all board members for a draft approval, which Chair Heisey will sign off on, then the report will be submitted to CoLA to be included in their submission to DEP.

**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**

**Crossing at Sweet Briar, Phase 2 – Release Integrity Bond** – The 18-month integrity bond utilized to dedicate water and sewer facilities to NLTMA is set to expire mid-March. Administrative Assistant Royles-Eby reported that both Jared and Tommy had approved and inspected the facility connections and are comfortable releasing the bond with nothing further to address. Amber requested the Board to authorize the release of the bond in the remaining amount of \$71,700.00 back to the Developer.

**MOTION** was made by Rodney and seconded by Tod to approve the release of the integrity bond to the Developer for the Crossing at Sweet Briar, Phase 2 related to sewer and water installation. Motion approved unanimously.

#### **Request Authorization to Advertise placement of Bypass Pump on Municibid**

Administrative Assistant Royles-Eby asked for the Board's approval to advertise the sale of a 2000 Godwin Dri Prime Bypass Pump with intent to place it for bid on Municibid. Item will be awarded to the highest bidder.

**MOTION** was made by Rodney and seconded by Tod to authorize the advertisement of the 2000 Goodwin Dri-Prime Bypass Pump to be placed on Municibid for sale.

**Pertinent Issues** – None

#### **WASTEWATER DEPARTMENT REPORT – Jared Balsbaugh**

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

Jared reviewed Tommy's monthly activity report with the board members. He noted there was a significant increase with PA One Calls from last month to this month related to contractors moving forward with their projects. During the month there were nine (9) new sewer connections, five (5) of them being a part of Briar Ridge Commons. Various businesses had their grease trap inspections performed.

An oil change was completed at two pump stations, one being 8th Avenue and the other being Water Street. Floats located inside the well at Kochenderfer Pump Station were cleaned. Tommy noted there was an enormous amount of grease built up sticking to these floats. It is pertinent that these floats are being cleaned once a month to prevent any malfunctions. An oil change on all four pumps in addition to a cleaning of the discharge check valves is due at Rockwood Pump Station.

Jared also mentioned that Kirk and Tommy have started pulling arborvitae trees at some of the pump stations which will be receiving new fencing and paving. This is a budgeted capital improvement item.

### **ADJOURNMENT**

With no further business for the good of NLTMA, the meeting was adjourned at 7:51 p.m.

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

Respectfully Submitted,

Brandi Trumbo  
Recording Secretary