

**Minutes
North Lebanon Township Municipal Authority
February 12, 2026**

The regularly scheduled meeting of the North Lebanon Township Municipal Authority (NLTMA) was called to order by Chair Hawkins at 7:00 p.m. on Thursday, February 12, 2026, 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:

Dawn Hawkins	Chair
Gary Heisey	Vice Chair
Gary Echard	Secretary
Tod Dissinger	Treasurer
Rodney Lilley	Assistant Secretary/Assistant Treasurer
Amy Leonard	Solicitor, Henry and Beaver, LLP
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 and Jim Cikovic, Township Resident.

COMMENTS FROM THE PUBLIC – None

CONSIDERATION FOR APPROVAL OF THE MINUTES

Chair Hawkins asked if there were any additions or corrections to the January 8, 2026 minutes. Hearing none, she asked for a motion to approve the January minutes.

MOTION: Motion was made by Rodney and seconded by Gary H. to approve the January minutes. Motion approved unanimously.

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

MOTION: Motion was made by Rodney and seconded by Tod to approve the invoices and requisitions for payment subject to audit. Motion approved unanimously.

SOLICITOR'S REPORT – Atty. Amy Leonard

Transfer of Water System to CoLA – Solicitor Leonard continues to work on preparing the Deeds of Dedication to transfer the water system to CoLA. Briar Lake Deed of Dedication has been recorded. The Orchard View deed is complete on her end except for determining how to record it with the Recorder of Deeds.

Flexo-Pack – In December the NLTMA approved the amendment to the Developer’s Agreement requesting an additional 2 years to complete the sewer improvements, contingent upon receiving the final signed agreements. The Township has officially received the original notarized documents from the owners in Greece. No further motion or action at this time, all that is needed are signatures on the documents from NLTMA officers.

ESTATES AT HEARTHSIDE PHASE 2 – Agreements for this project are being finalized, with approval anticipated in March. The Developer had hoped for a February approval, but the Township is waiting on an approved cost estimate on the sewer side and financial security for the sewer improvements. This Phase is 24 units. Engineer Rights reviewed the sewer design in more detail.

TOWN’S EDGE - This development is moving toward offering sewer facilities for dedication to the NLTMA. Solicitor Leonard has been in touch with the Developer’s counsel about preparing the Deed of Dedication and Engineer Rights has assisted with indicating which facilities/easements need to be dedicated. We will likely receive something in the next month or two. As usual, they will need to complete a Maintenance Guarantee and Warranty Agreement and post the 15% maintenance security for a period of 18 months.

NEW PLANS – WHISPERING PINES; 275 NARROWS DRIVE – Solicitor Leonard is currently preparing the Agreements for both plans. Whispering Pines is a subdivision comprising of 7 new lots, with 6 new single-family homes being proposed. The developer for 275 Narrows Drive previously received approval to subdivide his property into 2 lots, proposing a new single-family home. Newly revised plans for this property now include 3 townhomes.

Delinquent Sewer Accounts – Solicitor Leonard provided a copy of her delinquent sewer account report for all Board members to review.

ENGINEER’S REPORT – Scott Rights

Land Development Plan Reviews:

Estates at Hearthside Phase 2 – Revised plans were submitted to the Township and Steckbeck Engineering’s office this past month. Based on Engineer Rights reviews, a few minor revisions are still needed. In addition, the Improvements Guaranty cost estimate still requires some minor revisions

R&L Carriers – No changes to this plan since reported last month. The submission of revised plans is still pending.

275 Narrows Drive Townhomes – Steckbeck Engineering’s office reviewed these plans and provided minor comments to the Developer’s Engineer on February 6th. They only need to add some additional notes and details to the plans. A revised plan submission is pending.

Whispering Pines – Plans were reviewed and comments were provided to the Developer’s Engineer on February 6th. The Developer’s Engineer resubmitted plans earlier this week. A second review has not been completed, but at first glance, several items have not been

addressed. Notably the existing dwelling on the residual tract is required to connect to the NLTMA's sewer main in Narrows Drive per Township ordinances.

Land Development Plans Ready for Action: None

Land Development Projects in Construction:

Town's Edge – Engineer Rights office worked with Solicitor Leonard's office in providing details to the Developer's Engineer identifying which facilities should be offered for dedication and which should remain private. As discussed at prior NLTMA meetings, it was agreed to accept ownership of the sewers in Robert's Circle but not the sewer runs branching off, which service the apartments. They will remain privately owned.

Homes for Life (West Lebanon) – No changes from last month. Outstanding items still include vacuum testing the manholes, which will only be completed after the paving is completed. The contractor for the sanitary sewer work is Sauder Excavating.

The Estates at Hearthside – Phase 1 – Engineer Rights stated the as-built plans and draft deed of dedication documents have been prepared and their office is currently reviewing.

Flexopack – As reported at the December meeting, the Developer requested and was granted a time extension from the Township to October 24, 2028, to complete the site improvements including the sanitary sewers. The Developer has not provided any additional details on a possible start date.

Nolt Plan – The Contractor, SLH, informed the Township they intend to start construction sometime in the late March to early April. They have been advised to contact the NLT Sewer Department to schedule a preconstruction conference.

Sheetz – Sitework has commenced for this property. The sanitary sewer work remains pending until the snow melts. Steckbeck Engineering continues to review shop drawings submitted by the Developer's Engineer and Contractor.

Manor View Estates – The contractor for the site and sanitary sewer work will be Rock Road Construction. The preconstruction conference was held on January 19th. Shop drawings covering the precast manholes and sewer pipe were submitted earlier this week and are currently being reviewed. Rock Road informed us they intend to start sometime towards late March to early April.

MBC/Sunny Lane Foods Expansion/Sewer Main Relocation – No change from last month. Norfolk Southern is still reviewing the preliminary plans showing the railroad crossing and the Developer is still evaluating floor plan designs.

Standard Sewer Specs – Additional comments from the NLTMA and Administrative staff were received. Engineer Rights is hoping to have all revisions incorporated into the documents for final review before being brought to the Board for approval.

Kochenderfer Rd & Frances Ann Dr. Force Main Replacement Design – The grant application made for the PA Small Water & Sewer Program was approved for the full \$246,347 requested. According to the grant acceptance agreement, the money must be spent in full by June 30, 2029. As reported several months ago, PADOT suggested we contact them sometime after the New Year for their updated design and construction schedule. We reached out to them earlier this week and were advised the contact person is out of the office until February 17th. As reported at prior meetings, we have been actively preparing plans for replacement of the Frances Ann Dr. force main, but we have delayed the design of the Kochenderfer Rd. force main until we receive additional details on PADOT's design and new right-of-way boundaries.

Water System Dedication to CoLA – Engineer Rights office continues to work with Solicitor Leonard's office in completing the exhibits needed for the deed of dedication. The focus during this past month was completing the exhibits needed to first transfer the Orchard View water and sewer lines to the NLTMA, after which, they can be transferred to CoLA.

Chapter 94 Annual Wasteload Management Report – Engineer Rights has started working on the Chapter 94 report, downloading and analyzing flow data. The report is due to CoLA end of February. The purpose of the report is to identify potential overloads and prevent them from occurring.

Other Pertinent Issues – None

ADMINISTRATIVE ASSISTANT REPORT – Amber Royles-Eby

Mapledale Estates – Release Sewer & Water Bond – This plan involved construction of a subdivision consisting of 38 single family residential lots. The 18-month integrity bonds were utilized to dedicate water and sewer facilities to NLTMA and have now expired. Administrative Assistant Royles-Eby reported that both Jared and Tommy conducted a final inspection and were satisfied with the outcomes. Furthermore, there are no outstanding issues from Engineer Rights or Solicitor Leonard. Administrative Assistant Royles-Eby communicated with Bob Sentz from the City of Lebanon Authority, and they consented to release the water bond.

MOTION: Motion was made by Rodney and seconded by Tod to approve releasing the Sewer Integrity Bond in the form of a Letter of Credit, in the amount of \$45,860.25 and the Water Integrity Bond in the form of a Letter of Credit in the amount of \$54,232.50 to the Developer for Mapledale Estates. Motion approved unanimously.

Water Operating Account – The Water Operating account at FCCB was officially closed in January. All remaining Water Operating funds were transferred to Sewer Operating Funds.

WASTEWATER DEPARTMENT REPORT – Jared Balsbaugh

All members were provided with a copy of Tom Camasta’s January activity report.

With no further business for the good of NLTMA, the meeting was adjourned at 7:27 p.m.

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

Respectfully Submitted,

Brandi Trumbo
Recording Secretary