

**Minutes
North Lebanon Township Municipal Authority
April 9, 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, April 9, 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 March 12, 2026 minutes. Hearing none, she asked for a motion to approve the March minutes.

MOTION: Motion was made by Rodney and seconded by Gary E. to approve the March 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 Gary H. 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. The Orchard View Deed has been executed by Clyde Patches, but because a portion of the sewer lines are located within

an existing easement that crosses through 3 properties, the property owners will need to sign off on the deed so it can be recorded. Solicitor Leonard also drafted an agreement on the water line located at the Township Park along 7th Street.

Woodlea Sewers – Solicitor Leonard and Township Manager Books have been reviewing old plans, agreements, and other documents to determine whether all the sewer facilities located in the Woodlea development have been dedicated to the NLTMA. They are trying to work with the attorney and executor of the estate to accomplish any remaining dedications as the principal of the development company has passed away.

Town's Edge – This development is moving toward offering sewer facilities for dedication to the NLTMA. Solicitor Leonard was provided with a draft Deed of Dedication and the Maintenance Guarantee document, but the drawings were incorrect. The Developer's attorney is working on getting the correct drawings showing the facilities to be dedicated.

Moravian Manor – Solicitor Leonard spoke with Peter Edelman, and he indicated that he continues to anticipate a conduit financing matter forthcoming, though the timing remains uncertain at present. She noted that it is not going to be a bond issue but rather it will be a loan. She will update the NLTMA Board when she has more information.

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

ENGINEER'S REPORT – Scott Rights

Land Development Plan Reviews:

R&L Carriers – New plans were provided proposing a gravity connection to the existing sewers situated towards the northeast corner of the Salvation Army property along Route 422. The plans were reviewed and a review letter was issued on March 31st. We are waiting for revised plans to be submitted.

Whispering Pines – Revised plans in response to review comments were submitted by the Developer's Engineer on April 1st. Engineer Rights reviewed the plans and issued another review letter on April 8th. He anticipates receiving revised plans addressing the comments prior to the May meeting.

275 Narrows Drive Townhomes – Engineer Rights reviewed these plans and provided minor comments to the Developer's Engineer on February 6th. A revised plan submission in response to the review comments is still pending.

754 Mechanic Street Apartments – The plans for this project were received on March 25th. The plan proposes subdividing the property with 1 single family home and a lot add-on to create a 2.1-acre parcel for the construction of a 12-unit and 6-unit apartment building. The NLTMA has existing sewers fronting the property in Mechanic Street, so the sewer review is limited to making a lateral connection to the existing main. Each property will need to have its own lateral. Engineer Rights anticipates completing his initial review

toward the latter part of next week.

Land Development Plans Ready for Action: None

Land Development Projects in Construction:

Town's Edge – As indicated in Solicitor Leonard's report, the deed of dedication documents including exhibits have been submitted, however, revisions are needed and still pending.

Homes for Life (West Lebanon) – Outstanding work on this development includes vacuum testing manholes connecting to the NLTMA's sewers, which can only be conducted after site paving is completed. Site work has resumed; it is anticipated this might be completed prior to the May meeting.

The Estates at Hearthside – Phase 1 – Engineer Rights stated the as-built plans and draft deed of dedication documents were submitted. Engineer Rights and Public Works Director Balsbaugh reviewed them and requested minor revisions before they are accepted. Comments are expected to be addressed prior to the May meeting.

The Estates at Hearthside – Phase 2 – The plans propose the construction of 24 single family residential dwellings along Starlight Lane and Horizon Boulevard. The sanitary sewer work is scheduled to commence sometime in July.

Flexopack – There has been no changes in the status of this project. 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 the start of construction has been delayed until mid-to late May. CoLA is requiring the contractor to bore underneath their existing 16-inch water main. The boring subcontractor's availability is driving the scheduling. SLH has been advised to contact the NLT Sewer Department to schedule a preconstruction conference prior to commencing work.

Sheetz – Sitework continues for this property. Sanitary sewer work is expected to start in the upcoming weeks.

Manor View Estates – The contractor, Rock Road Construction, informed Engineer Rights that site work is scheduled to commence next week with sanitary sewer work anticipated for mid-May. The contractor continues to submit shop drawings for review and comment.

Standard Sewer Specs – The most recent requested revisions have been completed. The final draft was assembled and submitted to the NLTMA staff today.

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. PennDOT advised us that the environment clearance work and preliminary design of the roundabout at N. 7th Street are continuing. PennDOT anticipates that the right-of-way along N. 7th St. will widen, which could possibly provide additional space to install the Kochenderfer Pump Station force main. PennDOT is scheduled to bid the project in March 2028. Additional design work for the force main replacement is on hold until PennDOT provides further details. Target date recommended for early 2027 to go to bid for the force main replacement with construction to start spring/summer 2027. The Frances Ann Pump Station force main is not impacted by the roundabout, so we expect to resume work on it in the coming weeks.

Water System Dedication to CoLA – As indicated in Solicitor Leonard’s report, they continue to prepare exhibits needed for the sewers located in the prior dedicated sewer easement crossing the 3 properties fronting Narrows Drive.

Chapter 94 Annual Wasteload Management Report – The final draft was completed following the March meeting and submitted to CoLA’s Engineer on March 14th. The report was added as an attachment to the CoLA report which was due to PADEP by March 31st.

Other Pertinent Issues – None

ADMINISTRATIVE ASSISTANT REPORT – Amber Royles-Eby – Nothing to report.

WASTEWATER DEPARTMENT REPORT – Jared Balsbaugh

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

With no further business for the good of NLTMA, the meeting was adjourned at 7:38 p.m.

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

Respectfully Submitted,

Brandi Trumbo
Recording Secretary