

**Minutes
North Lebanon Township Municipal Authority
September 10, 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, September 10, 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
Rodney Lilley	Assistant Secretary/Assistant Treasurer
Tod Dissinger	Treasurer
Amy Leonard	Solicitor, Henry and Beaver, LLP
Scott Rights, P.E.	Engineer, Steckbeck Engineering
Lori Books	Township Manager
Misty Bender	Administrative Assistant
Jared Balsbaugh	Public Works Director

Also in attendance was Patrick Tameze with Chrisland Engineering.

COMMENTS FROM THE PUBLIC—

There were no comments from the public.

CONSIDERATION FOR APPROVAL OF THE MINUTES

Chair Hawkins asked for a correction to the minutes. The incorrect month was listed under consideration for approval of the minutes and should be changed to say August. She then asked if there were any other additions or corrections to the August 13, 2026, minutes. Hearing none, she asked for a motion to approve the August minutes with the noted change.

MOTION was made by Rodney and seconded by Tod to approve the August minutes with the change that was mentioned. Motion approved unanimously.

**CONSIDERATION TO APPROVE PAYMENT OF INVOICES & REQUISITIONS
SUBJECT TO AUDIT**

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

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

PLANS READY FOR ACTION

Stanley Martin – 275 Narrows Drive

Patrick Tameze from Chrisland Engineering was present to review the plan for 275 Narrows Drive. The Sewer Capacity Agreement and payment, Developers Agreement, and financial security have all been signed and received. Manager Books asked for approval of the Sewer Design, Sewage Facilities Planning Module, Capacity Agreement, Developers Agreement, and Financial Security in

addition to releasing any old financial security that may be remaining from previous submissions.

MOTION was made by Rodney and seconded by Gary H. to approve the Sewer Design, Sewage Facilities Planning Module, Capacity Agreement, Developers Agreement, Financial Security in addition to releasing any residual financial security from previous submissions. Motion approved unanimously.

Whispering Pines Subdivision & Land Development Plan

Manager Books stated that we are still waiting for financial security and for the developer to pay the sewer capacity fees. Once we receive the remaining items we will list this plan on the agenda for approval at that time.

SOLICITOR'S REPORT – Solicitor Amy Leonard

Transfer of Water System to CoLA –Solicitor Leonard mentioned that she is continuing to work on the Deeds of Dedication so that the water system can be transferred to CoLA.

Whispering Pines – Solicitor Leonard stated that they are getting very close to being ready for approval and expects they will be ready next month.

Towns Edge – There has been no significant changes from the previous month regarding the sewer dedication. We are still waiting for the signed agreements and financial security.

Woodlea Sewer Dedication – Solicitor Leonard stated that she is very close to having the Deed of Dedication and exhibits ready for Manager Books and Engineer Rights to review.

Estates at Hearthside Phase 1 Sewer Dedication – The developer has taken the necessary steps to move forward with the dedication of the sewer lines. Solicitor Leonard anticipates that it will be ready for acceptance next month.

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 – The only remaining item that is needed is written confirmation from Met-Ed that states they will allow the owner to install the new sewer line through their right-of-way crossing site.

Whispering Pines – As stated earlier, this plan is on hold until the developer provides the necessary agreements and financial security.

275 Narrows Drive Townhomes – No need to review as this plan was approved at the beginning of this meeting.

LCW Holdings – 754 Mechanic Street Apartments – Revised plans were submitted earlier this week. They presented a new layout from the original plans. Review is expected to be completed early next week.

Godshall's Building Addition - The plans propose a 64,000 sq.ft. building addition to the north side of the existing building at 1415 Weavertown Rd. The plans are deficient on showing existing sewer lines on site and the Municipal Authority's sewer mains and manholes in Weavertown Rd. It appears the sewer lines for the new addition will connect to plumbing under the floors in the existing building or on site, therefore, a new connection to the Municipal Authority's main will not be needed. These plans have not been officially submitted nor have the review fees been paid at this time.

Walmart Building Addition - The plans propose an 8,000 sq.ft. building expansion to accommodate online pick-ups at the existing facility at 1355 E. Lehman St. The plans do not propose any new sewer connections although the plans do indicate it will be necessary to relocate existing sewers currently located within the building expansion footprint. None of the existing sewers impacted by the project are owned by NLTMA. Walmart has not requested any additional sewer capacity. The Municipal Authority has not received official submission or fees for this plan as of today.

Prescott Mennonite Church - The plans propose subdividing an existing 27-acre tract on the southeast corner of Grubb Ave. and Snow Dr. into a 9-acre tract for the construction of an 8,040 sq.ft. church and an 18-acre residual tract. The nearest public sewer is at the intersection of Narrows Dr. and Mt. Zion Rd. which is over 6,000 ft. away from the site so on-lot sewage disposal is proposed. The Developer has not yet paid his plan submission fees, so we have not commenced a plan review.

Land Development Projects in Construction:

Towns Edge – Engineer Rights deferred to Amy's report on Towns Edge.

Homes for Life (West Lebanon) – Engineer Rights stated that sanitary sewer construction and system testing has been completed. A reminder was sent to the Developer's Engineer and Contractor that as built drawings showing the sewer mains, manholes and laterals are required.

The Estates at Hearthside – Phase 1 – Engineer Rights deferred to Amy's report on The Estates at Hearthside Phase 1.

The Estates at Hearthside – Phase 2 – Sanitary sewer work continued during the month. To date, all sewers except for the proposed sewers in Horizon Blvd and Jay St. have been completed. Work in Horizon Blvd. is scheduled to be completed in Summer 2027 after school ends. The contractor completing the work is Rock Road Construction.

Flexopack – There has been no changes in the status of this project.

Nolt Plan – A new contractor, KW Excavation, has been selected to takeover this project and is scheduled to start work sometime in October. In addition, several mobile home units were relocated on the site necessitating the need for some minor sewer plan revisions. Because of the delay, the Developer's Engineer made application to PADOT for an extension to the Highway Occupancy Permit (HOP) which is due to expire on October 3. The extended expiration date is April 3, 2027. The HOP is needed to make the new connection to the Authority's existing sewers in Grace Ave.

Sheetz – Engineer Rights is still waiting on as-built submission. The new facilities will not be dedicated to NLTMA. All sanitary sewers shall remain privately owned and maintained by Sheetz.

Manor View Estates – All construction and testing are completed except for vacuum testing of

manholes. Site paving was recently completed so vacuum testing is anticipated to be completed prior to the October meeting. The site contractor is Rock Road Construction.

Standard Sewer Specs – NLTMA's staff is continuing to review the final draft documents.

Kochenderfer Rd & Frances Ann Dr. Force Main Replacement Design – PADOT is still working on the environmental clearances required for their project on the roundabout design for the N. 7th Street/Kochenderfer Rd intersection. Once PADOT completes their design we will be able to move forward with our design for the relocation of the Kochenderfer Road force main. Until more information is received, no movement is being made on this project. It was noted that PADOT previously advised us that they are scheduled to be the project in March of 2028.

Water System Dedication to CoLA – Engineer Rights deferred to Solicitor Leonard's Report for the water dedication to CoLA.

Woodlea Sanitary Sewers Deed of Dedication – Steckbeck Engineering's office has prepared draft exhibits showing the sewers to be dedicated. As Solicitor Leonard stated, these should be ready in the next month or two.

Other Pertinent Issues – None

ADMINISTRATIVE REPORT – Misty Bender

Sewage Management Program – Update - August 31st was the 3-year sewage management program deadline. Each property with an on-lot system was to submit their sewage management report form by the end of August to remain in compliance with Ordinance No.1-2025. As of today, 643 of the 716 in the program have complied, which is 90%. On September 9th, 72 final notice letters were mailed out, giving them an additional 15 days to comply. After which the remaining non-compliant properties will be turned over to the Solicitor for further action and/or prosecution.

Pertinent Issues - None

WASTEWATER DEPARTMENT REPORT – Jared Balsbaugh

All members were provided with a copy of Tom Camasta's monthly activity report. It was noted that there were numerous new connections to the system last month, and a handful of grease trap inspections in addition to their typical workflow that kept the wastewater department busy. Jared also mentioned that he is starting to work on the budget for next year.

With no further business for the good of NLTMA, the meeting was adjourned at 7:53 p.m.

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

Respectfully Submitted,

Misty Bender
Administrative Assistant