

**Minutes  
North Lebanon Township Municipal Authority  
January 12, 2006**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, January 12, 2006 at 7:00 PM at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following Board members present:

|                      |                       |
|----------------------|-----------------------|
| Wynanne Demler       | Chairperson           |
| Richard Miller       | Vice Chairperson      |
| Tod Dissinger        | Treasurer             |
| Ronald Ensminger     | Secretary             |
| Susan Switzer Pierce | Assistant Secretary   |
| Sheila Wartluft      | Assistant Manager     |
| Fred Wolf            | Henry & Beaver        |
| Scott Rights         | Steckbeck Engineering |

Also in attendance were Mike Kneasel, sewer foreman, and two North Lebanon Township residents.

**REORGANIZATION OF AUTHORITY BOARD FOR 2006**

Solicitor Wolfe stated for the record that the Board of Supervisors have re-appointed Richard Miller to the Board for another five year term. With that completing the membership on the Municipal Authority Board, it is time at this point to elect the officers who will hold office until next year. Currently the officers are Wynanne Demler, Chairperson; Richard Miller, Vice Chairperson; Tod Dissinger, Treasurer; Ronald Ensminger, Secretary; and Susan Switzer Pierce, Assistant Secretary. Solicitor Wolf stated he would entertain a motion either for individual offices or re-nomination of the same offices.

**MOTION: Motion was made and seconded to keep the officers the same as they currently are. Motion carried.**

**COMMENTS FROM THE PUBLIC**

There were no comments from the public.

Chairperson Demler asked for a motion to approve the appointments for Authority business.

**MOTION: Motion made and seconded to approve the appointments to conduct the Authority business as set forth in the agenda. Motion carried.**

Chairperson Demler asked for a motion to approve the December minutes.

**MOTION: Motion was made and seconded to approve the December minutes. Motion approved.**

Next, Chairperson Demler asked for a motion to approve the invoices and requisitions for payment all subject to audit.

**MOTION: Motion was made and seconded to approve invoices and requisitions for payment all subject to audit. Motion approved.**

## **SOLICITORS REPORT**

### **Pertinent Issues**

Solicitor Wolf stated the Authority Board had discussed the need for adopting rules and regulations concerning conducting the monthly meetings. In accordance with questions or concerns that were raised, he stated he had prepared some things for consideration. The agenda is always available at the Township office prior to the meeting. People who are coming to the meeting may pick up the agenda at least the Friday before. If anyone would like to be placed on the agenda they may do so by contacting the Township office seven days prior to the meeting which would be Friday before the Thursday meeting.

Public comment time is at the beginning of the meeting. We want to encourage people to get here when we have the public comment period at the beginning of the meeting. If they don't make it by that time they may submit the information while they are here and get it to the Board in writing for the Board's consideration. We are not going to open for public comment after we finish that period. The person may ask at that time to be put on the agenda for the next meeting if they would like to do so. Anyone who would like to speak during the public comment time will give his or her name and address for the record. It may be a good idea to set a time period at five minutes unless there are special circumstances. Keeping in mind the purpose of the meeting is to conduct all the Authority business that comes before the Board. The Authority will not be discussing the water project as it probably will be involved in litigation and that matter will be discussed in executive session. If someone would like to make a comment or ask a question, the Board won't be discussing but review it and a response will be given in writing if needed before the next meeting. The Authority has the right to stop public comments from a person if they are out of hand which may involve language or a threat. Once the Authority begins the regular business meeting it will not be up for public comment.

The Authority may have executive session at the end of the meeting which will be for the Authority board and anyone working on the issues. By law executive session is limited to certain things such as personnel and litigation issues.

**MOTION:** Motion was made and seconded to accept North Lebanon Township Municipal Authority rules for the Authority monthly meeting. Motion was approved.

### **ROW's at Homestead Acres**

Solicitor Wolf stated that Sheila had compiled a list of every address on Harvest Drive stating whether it is clear or there are objects on the Right of Way. The purpose of the letter is to notify them of what the problem is for their property. We will be giving a time period of April 1 to correct the problems and at that time we will go out and have another walk through as before. After April 1<sup>st</sup> we will check to see those that have been in compliance and if there are some that have not yet complied we will be contacting them.

### **Eighth Avenue Pump Station**

Solicitor Wolf stated we need to bring the Authority up to date and get approval for a payment for the Eighth Avenue pump station. We reported that the Gorman Rupp pump is currently being housed by Marks. There was an invoice sent to Scott Rights by Envirep for \$102,071. Scott is recommending payment in the amount of \$87,270.90. He stated after approval of the \$87,270.90 last meeting he then went back to Gorman Rupp to resubmit the invoice. Solicitor Wolf stated we don't need any further action so we will pay the invoice.

### **Inspection of the Hardick Property**

Solicitor Wolf stated Sheila has informed the Board members of the inspection of the Hardick property by DEP. He operates a hauling business where he empties septic systems and some of that may be stored on the premises violation of DEP regulations. They inspected the property and gave him instructions on what needs to be done to correct the problems. DEP is supposed to be doing weekly inspections to see if he is complying. The concern is that some of the tanks are underground and this may have gotten into the ground and into the neighboring underground water systems. Township Manager Grumbine had sent a letter to the adjoining property owners with a copy of the most recent DEP report indicating they may want to get their well water tested and inviting them to contact DEP if they have questions or concerns.

### **Strong waste management ordinance**

We talked about updating our strong waste management ordinance to take care of the problem at Spruce Park with the maintenance of their pump and that ordinance has now been adopted. Sheila and I discussed drafting a letter to them to make them comply with the ordinance which generally requires them to have someone examine their pumps, enter into a contract to have them maintained, and give us a report on the condition of the pumps and recommendations on periodic maintenance. After looking at the draft if anyone has any comments, please contact us.

## **ENGINEERS REPORT**

### **Televising Bid**

Scott Rights reported we had thirteen people picked up plans and specs of which seven provided bids. The apparent low bidder is Mr. Rehab whose bid came in at \$111,975. The second low bidder was ICIL Technologies which was \$129,060, and the third was Jetvac which was \$129,857. Scott further reported they included other miscellaneous repairs in case they were needed beyond the bulk of the work, and this added to the final bid costs. The actual amount of work that we are looking at doing with Mr. Rehab is to televise all the clay line pipes that we hope to do the 50,000 feet for which the price is approximately \$43,325. In the event we find leaks, we can pick and choose what we would like to do. Scott stated that the best time to do the televising is when it is wet.

**MOTION:** Motion was made and seconded to accept Mr. Rehab's bid providing all the criteria are met. The motion approved.

### **8<sup>th</sup> Avenue Pump Station**

Scott Rights stated work is continuing on the pump station. Marks has the requisition for the pipe inside the wet well, the footer for the control building, the floor slab and the amount requested is \$88,833.60. Our recommendation is that we pay that amount which would bring the total amount to date that they have been paid at \$216,619.30 and the total contract is \$484,847.00.

**MOTION:** Motion was made and seconded to pay Marks Construction \$88,833.60 for the portion of the Eighth Avenue pump station that is completed. The motion was approved.

### **Plan Reviews**

Scott Rights said they are still working on Homestead Acres Phase IV and we need to finalize Spring Creek.

## **ASSISTANT MANAGER'S REPORT**

### **Rate Resolution**

Sheila stated she had passed out the rate resolution at the end of the last meeting. The mileage rate was changed and the Operation and Maintenance charge at \$4.00 per quarter that would go into effect on the May billing. We made sure we made it clear that the tapping fee for the water rate was \$3,900. We did change some of the numbers to match with the Township increase so that subdivisions and land

development plans would be the same to avoid confusion. Equipment rates are the same. She stated she is recommending that the Board adopt the resolution so that it can be submitted to Lebanon County Planning and this would be what we use as our rate document.

**MOTION: Motion was made and seconded to accept North Lebanon Township Municipal Authority Rate Resolution 01-2006. Motion was approved.**

### **Resolution 02-2006**

Sheila stated this resolution is the PACC contract we need to approve to purchase our 2006 Ford F550. We had approved that in the 2006 budget. This is something we need tonight so we can place the order for the truck and get within the contract for this year. Question was asked what the cost of the truck would be. Mike stated through the contract the cost would be \$31,977.36 which would be a truck comparable to our 2004 model. Discussion followed whether to trade the old one or try to sell it outright. Sheila stated they would check around to see if any municipalities might be interested.

**MOTION: Motion was made and seconded to approve Resolution 02-2006 for the new truck provided we meet the PACC requirements. Motion approved.**

### **On Lot Sewage report**

Sheila stated she put a copy of the report from Lebanon County Planning in the packet to the Board. There are a few problem areas but it is going fairly well.

### **SEWER DEPARTMENT REPORT**

Mike Kneasel stated there were two problems on Weavertown Road but Mike stated the main was open and water was pushing through. Another problem occurred at Janet Avenue and we pulled the manhole covers upstream and downstream and water was coming out.

Mike stated E-96 is still leaking and at the end of February he will go pull it to see what is happening. Solicitor Wolf stated he will send the bonding company representing SWERP a letter, as we had put them on notice before, and we told them as long as they were working at trying to correct the problem we were going to call upon the bond. We need to give them an update that there is still a problem and we are expecting in the next couple of months to be able to get it addressed.

**MOTION: Motion was made and seconded to accept the Sewer Department report. Motion approved.**

With no more business for the good of the Authority the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Barbara Bertin  
Recording Secretary