

Minutes
North Lebanon Township Municipal Authority
May 12, 2005

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, May 12, 2005, at 7:00 PM at the North Lebanon Township Municipal Building, 725 Kimmerlings Road Lebanon, PA with the following Board members present:

Wynanne Demler	Chairman
Richard Miller	Vice Chairman
Tod Dissinger	Treasurer
Susan Switzer Pierce	Asst. Secretary
Sheila Wartluft	Asst. Mgr.
Fred Wolf	Henry & Beaver
Scott Rights	Steckbeck Engineering

Also in attendance were Wastewater Foreman Mike Kneasel and 2 Township residents.

COMMENTS FROM THE PUBLIC

There were no comments from the public this evening.

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

MOTION: Motion was made and second to approve the April minutes.

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

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

SOLICITORS REPORT

Water Project Update

The project is finished and we are in the process of wrapping up the final notices to those people that have not yet connected to the system for various reasons. We will also be putting everyone on notice that if they don't pay their tapping fee by June, by law, the Authority has to update the tapping fee schedule by that time and they will be responsible for paying the new fee according to the new formula. The fee has not yet been determined, but it is somewhere in the area of \$3,000 per edu. We have not yet turned over the system to the City, although they have agreed that they are responsible for the maintenance of the system.

8th Avenue Pump station Bid Status

We are ready to bid this project. We advertised last week in the newspaper and also this evening and next week. Scott has personally contacted some of the contractors that we feel would be interested in bidding the project. He reminded the Board that we would be doing

8th Avenue Pump station Bid Status(cont'd)

two separate bids. One for the construction of the pump station and one for the pumps from the manufacturer. The last time for receiving bids will be 10:00 am on Thursday, June 9th. The bid opening will be the same day, June 9th at 10:15 am. Sol Wolf said that we do have to coordinate the delivery of the pumps along with the contractor and his schedule. The station has been designed so that the station itself can be built while the pumps are being manufactured. This way the contractor doing the actual building will not be held up by the pump manufacturer. Tod had a question about the electric service going into the new station. Scott explained the process that Met-Ed would be using to provide the service to the station.

Sol Wolf said related to this topic, Briar Lake will be notified that they have to provide their lump sum, cash payment towards the pump station at this time. He mentioned that Spring Creek would also be going into this pump station, so they will have to provide this type of a payment as well. The contribution from the two of these developments will be of a substantial amount. In addition to the special purpose tapping fees that would be paid by these two developments, there will also be the usual sewer-tapping fee, which will be more than enough money in tapping fees to pay for the new station.

There will be a pre-bid meeting on May 26th at 10:00 am, here at the Township building, which all bidders will be required to attend in order to bid on the project.

Business Park Agreement/Progress

The construction of the sewer line through the business park has been completed. Mike explained that the air tests were done on the line and they also did a vacuum test on all of the manholes, which all passed. They did a mandrel test as well. He then explained what this test involves and also, reported that the lines passed this test as well.

Sol Wolf reported that Valspar, who is the first occupant, would be opening soon. We reached an agreement with LVEDC, but there are some minor changes that have to be made. The agreement is now ready to be signed. The primary purpose of the agreement concerns the 400' section of line that we permitted them to deviate from what our specs require. This section of line has to be bonded as well for 5 years in the amount of \$56,000. The other critical part of the agreement concerns the extension of the sewer line from Valspar, going north towards Hillside Drive, where the pump station is. We have an agreement with them that provides, within a certain time frame; they will extend the line to the point that we have agreed upon. This will then eliminate the Hillside Drive pump station.

For quite some time, we have had as one of our goals, to put manhole risers in the manholes on North 25th Street at the time that it would be paved. The LVEDC has agreed and required as part of their plan, to re-construct 25th Street. Another part of the agreement was to purchase the manhole risers and then give them to the LVEDC to be installed per our specs.

One thing that Mike would like done is to have the line televised prior to us, the Authority Board, taking ownership of the line, to make certain that there is no bend in the line. They have agreed to

Business Park Agreement/Progress(cont'd)

pay the \$1500 to televise the line, with the agreement that we would contribute to the manhole risers on 25th Street. Tod asked how many manholes are we talking about here? Mike said 12 in all. Sol Wolf asked what we would have to put out for this work to be completed? Sheila said she thinks we estimated the entire job to be under \$4,000. Scott mentioned that there is a possibility that we would be able to "tag on" to a televising job that the Northern Lebanon Authority is going to be doing. He said that the contractor out in the Jonestown area would not be on site for about another month. Sol Wolf said we need a motion to enter into the agreement with the LVEDC to provide for the televising of the lines in the business park.

MOTION: Motion was made and second to approve the agreement with the LVEDC to supplement the \$500 per edu in order to hook the Hillside Drive pump station, should we choose to do so, in the future, plus, we will supply them with 12 risers for 25th Street and they will reimburse the Authority for the televising of the sewer line that was just completed for Valspar Corp and the 25th Street sewer line as well. Motion was approved.

Spring Creek Agreement

As discussed earlier, their plan is being reviewed and processed and we have discussed this with Scott. As part of their plan approval process, they will have to enter into an agreement with the Authority to contribute \$2,000 per lot toward the Special Purpose Tapping Fee for the North 8th Avenue Pump Station upgrade.

Pertinent Issues

Sol Wolf reported that we have an individual that owns a "flag" lot. In that 30' we have a sewer line and a 20' right-of-way. They would like to build a house on this property and use the other 10' for their driveway. We have no control over this, but we would make sure that their driveway is not going in where our right-of-way is. Sol Wolf spoke to the owners of this property and has a representative from Gary Mathew's office meet Mike out at the site to mark off where the 30' strip is and where the sewer line and right-of-way is.

Wolf also reminded the Board that the law requires we update our tapping fee resolution and calculations by the end of June. This will include the tapping fee for water as well as sewer. Scott has collected all of the information necessary to make these calculations and the new calculation will show that the tapping fee per edu will be in the neighborhood of \$3,128. At the next meeting we have to review and approve so we meet the deadline.

ENGINEERS REPORT

Water Extension Update

Scott reported that all of the record drawings and service cards have been submitted to the City for the water extension.

Plan Reviews

Narrows Glen-Final

The final plan has now been submitted for review. We had previously approved the preliminary plans. There are still some comments that need to be addressed by the developer with the Township as well as the County.

Woodlea III - Final

There was a minor change in this plan that changed 2 lots into 1 lot. The sewers are already in this Phase III of Woodlea. Scott is recommending that we send the developer a letter that states, when this lot is sold, we are going to be looking for reimbursement of \$5,000, that we spent to install this sewer line that made the system available to this lot. This would be included on the sewer permit for this lot at the time that the permit is lifted.

MOTION: Motion was made and second to issue a letter to the developer of Woodlea Phase III indicating that a special purpose tapping fee be paid in the amount of \$5000 for the lot that is served by the sewer line extension on Gary Avenue. Motion approved.

Briar Lake

Scott reported that Sheila received a phone call from County today concerning Briar Lake. We require that they put money up front for the improvements. In this case, it is a letter of credit. We combined the sewer issues with the other improvements, such as roads and curbs, and the developer has requested that money that was placed in this letter be released. In order to do this, they have to get all of the entities that are involved and have jurisdiction over some of these facilities, to give approval. Since we have jurisdiction over the sewer, they are asking for a letter from us to give to County. Sol Wolf said we have to be careful that they do not release the \$210,000 that they owe us. Sol Wolf said he wants to review this with Scott and Sheila before this letter is issued.

MOTION: Motion was made and second to approve the release the letter of credit for the construction costs of the sewer within Phase I of Briar Lake which will be released upon receipt of the contribution for the upgrade of the pump station. Motion approved.

Manhole Relines

Scott had sent a letter out to Swerp concerning the relines about 2 weeks ago. He received a phone call from Swerp today asking to come out and look at the relines to see what they can do to fix

Manhole Relines(cont'd)

them. We will be meeting in the field so that they can see exactly what we are talking about. We have a one-year warranty on the relines, which is why we are so adamant about getting these repaired.

Force Main Pipe Bursting

Scott said he contacted someone that he knows concerning bursting and he is going to get the names of some of the more reputable contractors equipped to make this repair.

ASSISTANT MANAGER'S REPORT

Water Project Update

Sheila reported that we had 13 more people that connected to the new water system since the last meeting. We still have quite a few people left, 43 to be exact. The original number of connections was somewhere around 553, but that included all of the Briar Lake addresses. So that would leave us with about 410 in the original project. Of the 43 people that we are waiting to connect, 5 of those asked for an extension due to finances, 15 have asked for an extension of time due to the timing, we had 2 that have not connected due to health reasons, and then we have 21 that have not responded in any way, shape or form. She reported that the City is providing her with a list of those people that are not paying the debt service bill. Surprisingly, it is a short list.

College Hill

Sheila reported that we received our sulfide payment from College Hill for the first quarter.

Sheds in Right-of-Way

It was explained that she did not get a chance to physically go out and check the sheds and the like that are in our sewer right-of-way. She did look at the property folders and found 5 shed permits for all of Harvest Drive, which reflects that not all of the homeowners got permits for their sheds. The developer did contact the office and said he would like to be included because he would like to work with us to not antagonize the homeowners. Sol Wolf said we would be meeting with the developer and showing him where the sheds are versus the right-of-way and explaining to him that they must be moved. If he fails to get the sheds moved, then we will have to deal directly with the property owners.

SEWER DEPARTMENT REPORT

Mike reported that they finally finished the modular manhole and it really works nice.

They are finally getting to the clean up work that has been in the works for the past several years. He went over some of these items so the Board had a better idea of what they did. They did some riser repairs down on Canal Street.

The Grease Trap Program has been completed for the first time since 1994. Tom, Sheila and himself have to sit down and decide the frequency of the inspections.

Mike said they have about 4 miles of line to clean yet. They would like to televise all the old clay lines to see the condition. That way we know what we are getting into before we start flushing to make sure we don't do anything to cause more damage to an already compromised line. Scott said some of these old clay lines are somewhere between 25-30-years old and this is the point in the life

SEWER DEPARTMENT REPORT(cont'd)

of the pipe that it is going to start failing and having some problems. Chairperson Demler asked at what point in time is repairing the pipe not preferable to replacing the pipe? Scott responded by saying as long as the repairs are small cracks and the like, it can be repaired and will work just fine. When you get to the major breaks, cracks and holes, then we have to start talking about replacement of the pipes. Sheila said when we sat down to look at our Capital Plan; we put the televising of the lines in for 2006. We have been trying to put money aside for some sort of camera work or televising in the budget, for the past several years. We haven't done anything with it yet, but theoretically, we have put the money aside to do the I & I work. Sol Wolf said, televising the lines is great for the lines themselves, but what some other municipalities have run into, is that the lines might be good, but the old laterals from the house to the line are bad and televising the line is not going to show that I & I. Tod asked some questions about the cost of televising every year, versus the cost of replacing the lines for the same cost. Scott explained that we would not be televising the same lines every year, rather we would be televising different sections of the line each year, not the same line every year. A plan will be discussed contracting the televising of lines. There is money in the Capital reserve budget this year, but the televising needs to be included in the O & M as an ongoing maintenance item.

Sol Wolf asked Mike about the pigging out at the landfill. Mike said it would be done May 26th, Wednesday, Thursday, and Friday.

With no more business for the good of the Authority the meeting was adjourned at 9:15 PM.

Respectfully Submitted,

Tina M. Haser
Recording Secretary