

**Minutes**  
**North Lebanon Township Municipal Authority**  
**August 11, 2005**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, August 11, 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 was one North Lebanon Township resident.

**COMMENTS FROM THE PUBLIC**

There were no comments from the public this evening.

Chairperson Demler stated they were going to postpone approving the minutes.

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**

Solicitor Wolfe stated Sheila and Bonnie have been doing a lot of extra work since Tina, who does the sewer billing, has been out. They have spent a lot of time working with the billing system and are working on updating some of the procedures. Sheila explained some of the processes of how sewer billing works and how hard it is to cross train for this type of position.

**Water Project Update**

Solicitor Wolfe said the finished system is still in ownership of the Authority. As we talked about last meeting we still have some people we are working with who are going to connect to the system. Sheila reported that one person paid the tapping fee and connected this week. Hopefully, by the next meeting we can give you the complete list of numbers and where we are. Sheila was contacted by someone from DEP who indicated he had received complaints regarding the water pressure. Solicitor Wolfe told him that we would like to have a representative present when they come to do the testing and also contact the city to keep them informed. Solicitor Wolfe answered DEP has a guideline of standards for pressures. Many people who switch from well to city water may find a difference in pressure.

### **8th Avenue Pump Station Bid Status**

Solicitor Wolfe reported Briar Lake is going to make their lump sum payment of \$109,000. The special purpose fee and tapping fees will also go toward the price of the pump station.

We had the pre-construction meeting and contracts have been signed by the two low bidders, one for the pump and one for the remainder of the work. They have provided their bonds and insurance which have been approved. Scott Rights had a printed agenda and went over everything on the drawings and the contract documents to make sure no one had any additional questions. We need to pick up a building permit for the building which Sheila has been processing. There are still questions on the pump size and how it will fit into the building. We are looking at probably starting the actual construction around the beginning of October this year.

### **Manhole Relines**

Solicitor Wolfe reported they received a letter from SWERP through the bonding company saying they were coming out this week to examine the problem and then they would determine what needed to be done. Scott Rights stated they came back and started the work today. We had to coordinate with Mike and an inspector out there to look at it. Question was asked what type of guarantee there is on the liner and Scott replied one year after the repairs are made. If proved it is the result of faulty workmanship from the onset it goes beyond the year. The problem is that these are old manholes so they were leaking at the onset of the work and every year you get new leaks. It is hard to prove which ones are new leaks or poor workmanship.

### **Pumpkin Ridge**

Solicitor Wolfe stated we are working on developing an agreement where Pumpkin Ridge will purchase capacity in our lines at this point in time with development to take place later and for them to purchase the capacity now and develop later. Mike, Sheila and I reviewed some things they want in the contract so I made revisions to the contract and gave it to George Christianson. He is in the process of reviewing it so we will probably have that agreement to look at in the next meeting.

### **Onlot Fracturing**

Solicitor Wolfe reviewed this with the Township Supervisors since it's their ordinance. We prepared a complaint which Gordie Sheetz, our sewage enforcement officer, has signed. Solicitor Wolfe stated the state law and our regulations don't allow fracturing if the system is actually malfunctioning. People are looking for a cheap way out, they pay \$2,400 for the procedure, and then next year they are back in the same shape. We are trying to protect our residents so that these companies are not permitted to do this procedure without checking with Gordie to check the system. If it is for preventative maintenance, he'll allow it, but if there is a malfunction, he won't. We are proceeding with that litigation. We are basically asking the court to reply they not be allowed to do this procedure in North Lebanon Township without first having Gordie reviewing it and authorizing it.

### ROW's at Homestead Acres

We talked about sending letters to these people. Hopefully it will be completed between now and the next meeting. A question asked if anyone contacted the builder to which Solicitor Wolfe replied no. Sheila reported two new permits for that area have come in. There was a suggestion from a board member that notification of the sewer right of way may need to be placed on the bottom of the building permit. Legally, Solicitor Wolfe said a permit is needed for sheds whether it is permanent or not. He also stated they are not allowed to put anything on the sewer right of way.

### Pertinent Issues

#### **Union Canal**

Solicitor Wolfe stated we met with Union Canal and Tod and Wynanne were here on behalf of the Authority. We basically reviewed all the issues and emphasized to them all the things the Authority was doing in order to try to help out the Friends of Union Canal in completing the project. After listening to their requests we agreed to make a contribution. One of the things we are doing is that on the bypass that needs to be done, our men will perform that for them. They wanted to be limited to paying only \$5,000 so we agreed to that. The contractor was here and he agreed he is going to do it on a time/material basis with it not to exceed the figure of \$9,500. Our total expense would be \$4,500. They were very happy the Authority was working with them.

#### **Narrows Glen**

The plan was approved for 54 single-family residential lots. Sheila was contacted and they will be going ahead with that development. Landmark will probably be doing the developing and there is a written agreement to be part of the water and sewer system.

#### **Lot on Sandhill Road**

Solicitor Wolfe stated there is a lot along Sandhill Road that was subdivided. On the approved subdivision plan you have the cul-de-sac with approved access to this lot. There is also a 30-foot sewer right of way and sewer is already in that location. Gary Matthew represents the owner of the lot and he went out and marked where the 30-foot was for Mike. We are looking at keeping at least 20 foot for our right of way where the sewer is and allowing them a smaller space for their driveway coming in. We were hoping there was no cross over between the driveway and sewer line but it does cross over at one point. They possibly wanted one driveway to come in off of Sandhill Road, but Penn Dot did not approve this plan. There will be a need to do a subdivision plan because it was originally only one large lot. Then it will come back to us to look at when they are doing their subdivision plan.

#### **Movie Theater**

Solicitor Wolfe stated Boscov's was selling a portion of their property in the rear for a new movie theater. Sewer wise our involvement in this is that they have given us a number for the total number of EDU's in the plan that is being done by Matthew and Hockley. I talked to them to find out if the city has agreed with that EDU number and on what basis did the city accept

the number. We are waiting for that information as well as Palmyra already has a theater, and we are trying to get some feeling as to what kind of gallonage of sewer usage we will have with a certain number of seats in the movie theater. We always agree with what the city has, but in the event we suspect there is a business that may have more actual flow there than the number of EDUs being assigned then we put a provision in our agreement where we require them to have a sewer meter which gets checked. If they go over the number of gallons, they get billed for debt service for using more EDUs. Then they need to come to pay us more tapping fees.

## ENGINEERS REPORT

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

Scott Rights said there was nothing to report.

### Plan Reviews

There is a plan for Homestead Acres Phase IV which we will take a look at and may have a report at the next Board meeting. Regarding Briar Lake Phase II, Sheila received a letter from the County Planning Commission. In order for them to get approval for Phase II they need to have a letter from us stating that we have reviewed the plans and they are okay. That has been done for some time and the hold up is they haven't given us the check for the North 8<sup>th</sup> Avenue Pump Station. Scott said he thought the Board took action to release the letter after the money has been paid. Solicitor Wolfe stated he had sent a letter to the bonding company. Sheila mentioned she thought they were going to pay within a short time because they want to reduce their bonding.

## ASSISTANT MANAGER'S REPORT

Sheila reported that Monday, August 15<sup>th</sup> at 7:00 p.m. the members from Lebanon County Planning Department will be at the Board of Supervisors' meeting and will be discussing the county comprehensive plan that is being worked on including their long range transportation plan and the on-lot program. She just wanted to invite anyone who might be interested in coming to the meeting.

Sheila stated she has Mandy's on-lot report. The latest report stated they did send the central district residents their on lot letters. In July she listed one malfunction. They sent out 239 letters and received 78 forms back from the July mailing. In October they are going to send out the letters to the eastern section.

Regarding Spruce Park, Sheila reported that Friday evening they were having a problem with complaints of smells, etc. from a nearby property owner. Our main obstacle there is we don't own the lines or pump station within their Park. Someone at Spruce Park called Roto Router to take care of the problem. Mike and I checked out the pump station Friday evening, which was taken care of at that time. They have a big grease problem, and we want to find a way to get through to them regarding these grease control problems. We have invited them to come out and see what kind of maintenance program Mike does. We have talked to DEP regarding mandating having those people who are operating those little plants also need to get training and certification. We have made no progress with DEP on that issue. A question was asked if something couldn't be done like the on lot management with College Hill. Sheila replied they

have trouble finding the owner. Even though we have gone to get a sample and found high BODs, we have never been able to get a high grease reading even though we know there is a problem. We know they need to have their system cleaned out but we can't make them do that. Solicitor Wolfe suggested we might need to come up with something that requires people when they have a pump station like this to provide certain maintenance and reports, which would be given to us on a periodic basis. Solicitor Wolfe said one of the problems is the owners have been from out of the area and we are probably headed back to court to ask for money in escrow from the present owner. We may need to include in the order of court that when they don't do it they are in violation of a court order they have to maintain it and get it cleaned when it needs to be cleaned. Sheila stated it would nice to find out what it would cost to put them on a yearly maintenance program. We don't want to be liable taking our equipment out and being on private property. We could make some calls and have that as part of an escrow so we would be taking care of it but not really. Question was asked if it is private property why is it our problem to which Solicitor Wolfe and Sheila replied because the grease goes into our line and winds up in our collection system. Solicitor Wolfe stated we need to bring a resolution to you regarding anyone who has their own private pump station be required to do a certain maintenance for whatever we decide and then provide proof of it. Then if they don't do it, we can make them put money in escrow with us so that we can contract with someone to complete it. Sheila stated we will be billing them for the time we spent there Friday evening.

#### **SEWER DEPARTMENT REPORT**

In Mike's absence Sheila reported there is a property on Narrows Drive that is connected to sewer and they want to do an addition. The people have approval from the County to do this. Mike doesn't have a problem with putting the line in and will do it as a normal sewer hook up with inspections etc. It will be in the property file that there are two connections for reference if there are problems in the future.

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

With no more business for the good of the Authority the meeting was adjourned at 8:40 PM.

Respectfully Submitted,

Barbara Bertin  
Recording Secretary