

**Minutes**  
**North Lebanon Township Municipal Authority**  
**September 8, 2005**

The meeting of the North Lebanon Township Municipal Authority was held on Thursday, September 8, 2005, at 7:00 PM at the North Lebanon Township Municipal Building, 725 Kimmerlings Road Lebanon, PA with the following Board members present:

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 Mike Kneasel, sewer foreman, and four North Lebanon Township residents.

**COMMENTS FROM THE PUBLIC**

There were no comments from the public this evening.

Vice Chairperson Miller asked for a motion to approve the July and August minutes.

**MOTION: Motion was made and seconded to approve the July and August minutes.**

Next, Vice Chairperson Miller 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**

**Water Project Update**

Solicitor Wolfe stated that everyone was given a copy of the letter from Jack Curry of DEP regarding the water pressure. A letter was sent to Jennifer Camasta from Jack Curry reporting the results of the four readings from 809 Patmar Drive, outside faucet reading 43 PSI; 825 Patmar Drive, kitchen faucet 31 PSI; 1810 Oakridge Court, outside faucet 40 PSI; 1850 Oakridge Court, outside faucet 40 PSI. The letter also indicates that these meter readings exceed DEP's standards for water pressure which is 25 PSI at the main. Copies of that were also provided to the City of Lebanon and various property owners. I did respond to him acknowledging that we had received results and thanking him for including Mike and Sheila when they went to do the readings. This is consistent with the pressure readings when the Authority went out to do the readings with Scott.

Solicitor Wolfe reported they are updating and finalizing our list of those who haven't connected, and we have continuously had a slow stream of additional connections. It is the obligation of the Authority to go ahead and proceed to correct these problems.

### **SWERP**

Mike reported they did the repairs and whether they hold up or not is not known. Solicitor Wolfe answered the question of warranty by stating it is in the form of a performance bond. We need to check it in the spring to see if it holds up. Solicitor Wolfe said nine or ten years should be the useful life of the line. Suggestion was made to keep trying every several years with different ones to try to find the ideal mix. Solicitor Wolfe stated when the Authority decided to try this they were looking at one of two things-either rehabilitation of the existing manhole or replacing them with a lined manhole. This was considerably cheaper going this way, and after researching it and having looked at other municipalities having success with it, we decided to do this at these locations. It sounds like the walls are okay and that we were having major problems with the walls being eaten away. It's in the base where it isn't working. If whatever SWERP did and it's according to specification and it isn't holding up, the Authority eventually has to solve that problem. At least with some of these we should try the spray on to see if it solves the problem.

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

Status of the Eighth Avenue pump station is that we are waiting for the manufacturing of the pumps with a tentative October date for the pumps to be completed. Scott Rights announced Ralph Marks delivered shop drawings this week for the pump station and we are meeting with him tomorrow with a possible start date approximately early to mid-November.

### **Mobile home park off of Narrows Drive**

Piazza and the mobile home park off of Narrows Drive is ready to proceed with the extension of the municipal water to the mobile home park. We are planning a pre-construction meeting with Piazza and his contractor on September 12<sup>th</sup>. He has already had his pre-construction meeting with the city.

### **Pumpkin Ridge**

Solicitor Wolfe stated we discussed this over the last two meetings. It is still being considered by George Christianson so that hasn't been revised in the final form for the Authority to review.

### **Narrows Glen**

Solicitor Wolfe said everything has been approved with the next step being there will be a pre-construction meeting involving water and sewer.

### **Briar Lake**

Briar Lake made their initial lump sum payment towards the Eighth Avenue pump station and are up to date with all of their payments.

**Spring Creek**

We have prepared the preliminary agreement dealing with water and sewer but the plan has not yet been approved.

**Industrial Park**

We expect Valspar is in operation or will be shortly. The sewer line has not been conveyed yet because there was a problem with one manhole. Mike stated this has been addressed. Solicitor Wolfe stated the bonding is not yet in place for the special procedure. Earl Meyer from County Planning is going to set up another meeting to review what things still remain to be done and to get a commitment for getting the things on the punch list completed.

**Tunnel Hill Road-Union Canal Park**

At the last meeting it was authorized and is supposed to be done by the contractor time/material. It comes in at a lesser price than the figure the Authority authorized paid towards that manhole then will be charged at the lower rate.

**ROW's at Homestead Acres**

Solicitor Wolfe said Sheila and I had reviewed the need to set up a meeting with the developer where we have the Right of Way problems. We are hoping to have that meeting this month. Once we meet with him, we need to decide whether or not he wants to contact the people or wants us to send a letter.

**Pertinent Issues****Spruce Park**

We previously talked about Spruce Park and they did pay their bill before the property had to be posted. They are billed on a monthly basis. In reviewing what has been established with the prior owner when we had the problem of not getting paid we had an amount of money in escrow because we had to pay the city such a large amount. We will probably go one more month to see if they pay their bill on time or if we are going to be in the same situation. We may re-institute the proceedings and collect an escrow amount from them. We get billed from the city. and we have to pay the city before the people actually have to pay their sewer bill. If we have the money in escrow then it will come out of the escrow amount.

We also talked about the problem of them not properly maintaining the pump station. The Township is in the process of updating a number of ordinances and we want to include as an amendment to our Strong Waste Management Ordinance some provision in here that deals with solving these types of problems. We will be looking to do the same thing with maintenance probably making them provide to us proof that they do have a maintenance contract with someone on a yearly basis. We will need documentation on an invoice from the contractor of what needs to be done and if it was completed. If what is required isn't done they then get on a new schedule.

**Briar Lake**

We had a pre-construction meeting with Briar Lake concerning their next phase. They are extending their sewer to the next phase. A question was raised regarding the lateral to the property why we are requiring four inches when the contractor who does it throughout Lebanon County and surrounding counties does six inch. He was asked what he thinks the difference is and he gave some recommendations as to what should be considered between a four-inch and a six-inch. It's not going to affect this project. We are doing what the regulations are now which is four inch, but Mike indicated he thought it is something he should be looking into and then making a recommendation back to the Authority whether we should change and what the good and bad points are. Scott stated Mike and Sheila have discussed changing the rules and regulations to reflect the most current products.

**ENGINEERS REPORT****8<sup>th</sup> Avenue Pump Station**

Scott Rights said we talked about that with the Solicitor's report.

**Plan Reviews**

The only one that we really have at this time is Homestead Acres Phase IV. The Authority had reviewed a preliminary plan in 1994-1995. Mike and I started looking at those plans and there are some concerns with the revised layout so there will be a comment letter going back to them.

**ASSISTANT MANAGER'S REPORT**

Solicitor Wolfe updated the Spruce Park information.

Sheila reported that for the last several months we have been looking into a new sewer billing program. We realized that ours has limitations and is outdated. We have no support person. Theresa contacted some of the local municipalities. We have been talking with Northern Lebanon and Jim gave me a reference to contact Harris software. Today the representative volunteered to go to the meeting at the city with us. The city has purchased a new Hanson software package that is going to be running the GIS. It will impact us for our sewer billing because the information comes from the city and loads on our system. Once we found this out we were extra concerned with the limitations of our system. The bottom line is we will be okay for the next two billing cycles but after that it is a little bit uncertain as to whether our software will handle what the city is going to be giving us. Sheila stated she has been hoping we could do some kind of upgrade. She stated she believed there was money set aside in the budget and would like to have something new by March so we can actually be trained and use it for our May billing. We now receive a disk from them and the new system will be through the internet. Sheila reported that the Harris software will include training and support in the cost. She stated the representative gave her a demo of the capabilities of the software and what she is asking is to go ahead and check into this further. Sheila said it now takes ten hours to print out our bills and he stated it would take a half hour to an hour. He didn't seem to be baffled by any of the idiosyncrasies we have which are so time consuming. As far as support she believed there is a one-time maintenance fee which covers unlimited calls for support and updates are

free. There wasn't time today for him to give us a price but we will see when the quote comes in. Sheila stated she will have further information by the next meeting and also a budget. She stated she wants to include in there the capitol plan with the relining and GIS, and the televising which we have touched on already. The seminar, which they recently attended, stressed the five to ten year plan where you look at your system to see where your problem areas are, and plan for it.

#### **SEWER DEPARTMENT REPORT**

Mike reported we have basically completed all of our line cleaning and flushing except where the force main dumps in at Long Lane. We had the manhole covers off and looked at the line. The water is running down through there and it's clean.

**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 8:30 PM.

Respectfully Submitted,

Barbara Bertin  
Recording Secretary