

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
APRIL 16, 2018**

The regularly scheduled meeting of the North Lebanon Township Board of Supervisors was held at 7:00 PM at the Municipal Building located at 725 Kimmerlings Road, Lebanon, PA with the following people present:

Richard E. Miller	Chairman
Edward A. Brensinger	Vice – Chairman
A. Bruce Sattazahn	Treasurer
Cheri Grumbine	Township Manager
Harold L. Easter	Chief of Police
Fred Wolf	Henry & Beaver LLP

Also, in attendance was several other individuals. The meeting was called to order and the pledge to the flag was done.

Public Hearing @ 7:15PM; Ordinance 3-2018 – Changes to Chapter 20 – Burning Ordinance

COMMENTS FROM THE PUBLIC

A.) 2006 Weavertown Rd; SW Plan

Mgr Grumbine reminded the Supervisors that all vacant lots of record are required to submit a stormwater plan for approval prior to any construction taking place. The plan is to construct a single-family structure along with a driveway. NL Twp Planning Commission reviewed at their meeting and are recommending approval. Suv Sattazahn questioned if the stormwater is expected to be installed prior to construction of home. It appears construction has already begun. Suv Brensinger said that scenario is not the case with single-family lots. It would be with a larger development construction with multiple homes being constructed. The stormwater plan before the Board is for a lot located at 2006 Weavertown Rd. The Board is being asked to review and act on the stormwater plan presented.

MOTION was made and seconded to approve the stormwater plan, prepared by Chrisland Engineering, for the lot of record at 2006 Weavertown Rd. Motion unanimously carried.

B.) Seyferts Orchards Inc/ Glenn & Penny Seyfert Lot Addition

The Seyfert Lot Addition Plan before the Board shows a small parcel of land, .1246 acres, in size being annexed to lands owned by Glenn & Penny Seyfert. While reviewing the Plan, Suv Brensinger asked if there is any type of Non-Building Waiver to go along with the plan. Mgr Grumbine replied, no. Planning Commission and LCPD have reviewed and recommended approval.

MOTION was made and seconded to approve the Lot Addition Plan for Seyferts Orchards & Glenn & Penny Seyfert located at 964 Mount Zion Rd. Motion unanimously carried.

APPROVAL OF MINUTES

The minutes from the January 16th Stormwater Workshop and the March 19, 2018 Board of Supervisors meeting are ready for action.

MOTION was made and seconded to approve the January 16th Stormwater workshop minutes and the March 19th Board of Supervisors meeting minutes. Motion unanimously carried.

APPROVAL OF PAYROLL, FUND BALANCES and PAYMENT OF INVOICES

MOTION was made and seconded to approve payroll, fund balances and invoices for payment subject to audit. Motion was unanimously carried.

FIRE CHIEF'S REPORT – Allen Firestine – Rural Security Fire Co

A.) Monthly Report – March 2018

Chf Firestine reported there were 69 responses in the month of March, a total of 19 trainings and 247.25 man-hours, including response times.

CHIEF OF POLICE REPORT – Chief Harold Easter

A.) Calls for Service – March 2018

Chf Easter reported on the summary of activities for the month of March. A total of 575 Citizen/Police contacts was completed along with 11,034 miles on the cruisers.

TOWNSHIP MANAGERS REPORT –Cheri Grumbine, Twp Manager

A.) Stormwater Consortium Update; Engineer Appointment; DEP Response Letter

Mgr Grumbine reported that during the March 20th Consortium meeting Steckbeck Engineering & Surveying (SESI) was selected to act as the Consortium's Engineer. A meeting held March 13th between DEP, Scott Rights, Dan Cannistraci and Ed Brensinger was discussed. The verbal comments offered by DEP at that time was discussed by the Consortium members. A response draft letter was created. However before mailing of the letter took place, the Consortium received a written letter of deficiencies dated April 6, from DEP, regarding the PRP. It was decided, by the Consortium, to "tweak" the response letter to DEP's written letter as opposed to the verbal comments received at the March 13th meeting. It is expected that during the meeting tomorrow the letter will be "tweaked" and discussed. Suv Miller stated the final letter will be copied to include the area political representatives.

B.) Park & Rec Items

1.) Football Field Revitalization

In January the Supervisors had met with the Sports Associations and representatives from the Park & Rec Board. At that time Greg Fink of the Football Assoc stated the Football Assoc would be willing to pay for or have the reseeding/ fertilizing done on the field after their season ends.

At the April Park & Rec meeting, member Ryan presented his recommendations on the steps needed to revitalize the football field. A Memo dated April 5 states the Park & Rec Board recommends the following steps:

1. core aeration
2. broadcast renovate plus (soil amendment)
3. slice seed in 1 or 2 directions
4. mat drag after slice seeding is complete
5. broadcast starter fertilizer ½ rate (18-24-12 or similar)
6. follow up other ½ rate after germination
7. suggest staying off field for one season, if possible

Ryan and Corey (Park & Rec Board members) agreed there is no bringing the field back without seeding. The perimeter of the football field is completely gone.

Football Field Revitalization (con't)

Both Ryan and Corey also discussed the importance of allowing the field to “rest” for one season after the work has been done stating it is essential for achieving the new growth. The P & R Board recommended asking the football Assoc if it would be possible for them to find another field or area for practices and only hold their home games at the existing field for one season (this would give them access to their concession stand for their home games).

The Supervisors discussed the recommendations made by the P&R Board. Suv Brensinger agreed if the football team had an area to conduct their practice sessions, home games on this field would be workable. The concession stand would then be available for the Association to continue gaining some profits from food sales.

Suv Brensinger suggested the teener field might be an option for the practice sessions. He also suggested an open dialog with the Football Assoc to keep this matter active, as it is important to get this field project done.

Suv Miller asked if a proposal was provided for all the work that is being recommended. He spoke to Suv Sattazahn asking if this list of projects was something a non-professional could do. Or is it something a professional landscaper should be doing? He was told to insure the best results a professional should be doing the work. Suv Brensinger agreed that a proposal should be made available to give the football Assoc an idea of the costs for all the work proposed to be done. He agreed to contact Umberger’s Landscaping or someone else for a proposal for the work listed on the Memo.

PUBLIC HEARING STARTED 7:15 PM – Sol Wolf**Ord 3-2018 – Changes to Chapter 20- Burning Ordinance Changes**

Sol Wolf explained the advertisement of this Ordinance being completed in the Lebanon Daily News. The Ordinance was also made available for review on the Twp website and in the central office area of the Twp building.

A brief explanation of the contents of the ordinance was given. Certain sections are being repealed from the solid waste portion of the existing Chapter. The changes reflect DEPs direction as to what is needed to be done to update the Twp’s Ordinance according to DEP’s mandates. The changes are being completed to stay current with DEPs specific guidelines for Recycling.

The floor was opened for questions/comments. None were forthcoming. The Supervisors were then asked to add any questions/comments. Suv Sattazahn questioned the items being repealed. His question is what will be replacing those items being removed. Sol Wolf replied nothing. DEP directed these items be removed from the current Recycling Ordinance.

Sol Wolf stated with the removal of these items, renumbering will be done to the existing Recycling Ordinance. The floor is open for question and/or comments. None were forthcoming.

Public Hearing ended, and regular meeting resumed.

MOTION was made and seconded to adopt Ordinance 3-2018 removing certain items from the current Recycling Ord according to DEP’s direction, which updates the Twp’s Recycling ordinance. Motion unanimously carried.

2.) Portable Toilet for T-ball Field; Jay St & Ashton Dr

During the January 30th meeting with the Sports Associations it was reported there will no longer be a girls' softball program due to the lack of interest from the girls. Any interested girls will be directed to South Lebanon's program. It has been decided by the Baseball Assoc to use the Lions Lake field for their T-ball program. Due to the early age of these children the Assoc has requested a portable-toilet be placed there. At that time, the Supervisors had indicated they needed to think about this request.

In the meantime, the Park & Rec members were surveyed as to their opinions on a portable toilet being placed. All members indicated their agreement but with stipulations.

1. Association pays all costs including any vandalism associated costs
2. Location isn't in way of maintenance personnel
3. Located in an obscure location (privacy)

Suv Brensinger said in speaking to Gary Heisey about this request, he had mentioned T-ball is a very short season 4-6 week at most. The Association would be working with Walters, who bought out Hershey's portable toilet business. The Supervisors discussed the stipulations and agreed if the Association understands what is expected from them with this request, they agreed to the use of a portable toilet for the duration of the T-ball season.

MOTION was made and seconded to approve the Baseball Assoc using a portable toilet for the duration of the T-ball season contingent on the conditions of the Park & Rec Board being met. Motion unanimously carried.

C.) Streetlight Upgrade

A proposal from Met-Ed concerning changing out streetlights to LED was received and had been discussed during the May meeting. It was unclear if the proposal of \$54,176.03 included all remaining streetlights within the Twp. The upgrades involve 157 lights; 130 cobra head lights, 23 colonial lights (ornamental) and 4 modern post top lights (ornamental). The cobra head lamp changeover realizes the biggest savings at \$3 to \$5/light per month. Matthew Kemp, of Met Ed, estimated the payback at 7 to 8 years. If the Board decides to this change-over documentation will be required for completion. Following completion of all necessary paperwork scheduling would take place around 6 months, barring any weather interruptions. At last month's meeting the Board questioned the Twp's maintenance costs. That information has now been provided by Bonnie. Maintenance costs show for 2015-\$2445; 2016-\$944 and 2017-\$319.

Conversation followed about some of the information that seems to be missing. Suv Brensinger agreed the numbers of the colonial and decorative lamps listed seem to be low. Mgr Grumbine said it seems we should ask for confirmation of the information that was provided to us. Suv Sattazahn questioned what type of maintenance the Twp could expect if the new LED lighting is so much better and long lasting than the current lighting. Suv Brensinger said he would agree the LED is a better choice. He would also agree that little to no maintenance would be needed. Currently the light is reported out, the fixtures wear and get broken as well as other maintenance issues. Suv Brensinger said his question is what fund this upgrade project would come from. Mgr Grumbine replied it would be expensed from the streetlight fund, which is able to support this expense. Suv Sattazahn said considering the maintenance costs would be going away, the LED option seems to be the likely choice. Suv Miller added his comments that if the LED will be a better product and not require as much maintenance, it seems logical to approve the upgrades.

MOTION was made and seconded to complete the documents for the upgrades to LED lighting for the remaining streetlights listed on Met Ed’s document. Motion unanimously carried.

D.) Landscape Plan for Evergreen Plantings; Narrows Glenn

The plantings for Narrows Glenn were completed last week and the revised planting plan has been received. Suv Sattazahn has reviewed and approved the amount and the sizes. The Board is now being asked to make a recommendation to release the bond for the plantings, which is the last remaining item. Suv Sattazahn reported the plan needs a minor correction to show 1 planting not the 4 plantings on Lot #5.

MOTION was made and seconded to approve the plantings plan at Narrows Glenn conditional upon revised information for Lot #5 be submitted to the Twp prior to the release of the bond. Motion unanimously carried.

E.) GLRA Municipal Recycling Award Ceremony

The GLRA is hosting their annual Municipal Recycling Award Ceremony on Wednesday May 2nd @ 7pm. RSVPs should be provided by May 1st if any of the Supervisors plan to attend with Bonnie Grumbine the Recycling Coordinator. Suv Miller and Suv Sattazahn both replied they will not be able to attend. Suv Brensinger stated he will check his calendar and let Bonnie know.

SOLICITOR’S REPORT; Atty Fred Wolf -- Henry & Beaver

A.) SW Fee Ordinance Revisions/ Advertisement Authorization

Sol Wolf informed the Board the final draft of the Ordinance for Stormwater has been prepared. The Board must now make some determinations to move forward with the adoption of this Ordinance.

- A final date and time must be decided for the Public Meeting (evening recommended).
- Following the Public Meeting the Board must decide if they wish to incorporate any of the suggestions /comments made during the Public Meeting.
- Advertise all dates for any evening meetings that are decided upon.

After discussion, the Board indicated their wishes to move forward on this Ordinance process and asked Mgr Grumbine to proceed with the following (after coordinating with all involved individuals):

- Mgr Grumbine to schedule an informational Public Meeting for May 7th @ 6:30pm here at the Twp building.
- Schedule the Public Hearing @ 7:15pm for the Ordinance during the May 21st Supervisors’ meeting with probable action on the Ordinance expected after hearing comments/questions from the public.
- Schedule meeting, after adoption of the Ord, with non-SFRs on May 31st @ 7pm to explain Credit application procedure and the Appeals process.

MOTION was made and seconded to authorize Cheri to contact (and confirm) all necessary individuals for availability to attend an informational public meeting on the Stormwater Ordinance which will be open for discussion with the public for May 7th @ 6:30pm at the Township Building. The Public Hearing and consideration of adoption will be scheduled for the May 21st Supervisors meeting @ 7:15pm and another public meeting for all non-SFRs to receive explanation for credits applications/appeal process to be set for May 31st at 7pm.

SW Fee Ordinance Revisions/ Advertisement Authorization (Motion con't)

Sol Wolf is authorized to advertise the May 7th public meeting and after that meeting, advertise the May 21st Public Hearing for Ord 4-2018, Stormwater Ordinance, and May 31st for the non-SFRs review meeting of credit and appeal application. Motion unanimously carried.

B.) Pertinent Matters

1.) Roofing Bids Awarded – During the Bid opening for the Roofing Project, Gable & Son came in as low bidder. Sol Wolf was asked to review and verify the Insurance documentation and Performance Bond information. Sol Wolf told the Board all information has now been verified and provided to the Twp including the executed contract. He is asking the Board to authorize the Chairman's signature on the Notice to Proceed.

MOTION was made and seconded to authorize the Chairman's signature on the contract and Notice to Proceed for Gable & Son Roofing. Motion unanimously carried.

2.) Municipal Authority and Board of Supervisors Joint Meeting – In view of Ed attending the Authority meetings regularly, the Authority has determined the Joint meeting advertised for June should be cancelled. The next Joint Meeting is scheduled in November. The Supervisors discussed briefly and agreed with the Authority's suggestion. It was agreed the cancellation will be posted on the website and the Twp signboard in front of the building.

MOTION was made and seconded to cancel the June Joint meeting between the Municipal Authority and the Board of Supervisors. Motion unanimously carried.

COMMENTS FROM BOARD MEMBERS**A.) Suv Dick Miller**

Suv Miller mentioned the Consortium meeting to be held tomorrow at 10am. Discussions will include the written response letter to DEP which will be copied to the State Representatives.

With no further business to discuss, meeting adjourned.

Respectfully Submitted,

Theresa L. George
Recording Secretary