

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
JUNE 18, 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
	Fred Wolf	Henry & Beaver LLP
	Amy Leonard	Henry & Beaver LLP
	Dan Cannistraci	Steckbeck Engineering
Absent	Cheri Grumbine	Township Manager
	Harold L. Easter	Chief of Police

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

An announcement was made about the Public Hearing @ 7:15pm on Ordinance 7-2018; Connection to Public Sewer.

COMMENTS FROM THE PUBLIC

A.) Lee Spencer – President Ebenezer Fire Company

Mr. Spencer told the Board he was here to thank the Supervisors, and everyone associated with making the Lebanon County Fireman’s Convention a success. He read a written citation thanking the Township but especially Dave Lauver, EOC for NL Twp, for all the efforts put into making the parade a success. He said Dave Lauver was instrumental in organizing and assisting all the response vehicles and Fire equipment for the Parade. Spencer told the Supervisors he is proud of the support this Township and this Board have shown for the Fire Company. Once again, he thanked everyone for their assistance.

Suv Brensinger thanked Spencer for the all the services the Fire Company provides for the Twp.

APPROVAL OF MINUTES

The minutes from the May 7th Stormwater Meeting and the May 21st Board of Supervisors meeting as well as the May 31st Stormwater Meeting minutes are ready for action.

MOTION was made and seconded to approve the May 7th Public Meeting, May 21st Board of Supervisors Meeting and the May 31st Public 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 – May 2018**

Chf Firestine reported there were 54 responses in the month of May, a total of 17 trainings and 95.14 man-hours/min for trainings, 281.28 total man-hrs for responses and trainings sessions.

B.) Hose Testing – Rural Security Fire Co

Chf Firestine reported the hose testing that was scheduled to take place 5/27/18 was cancelled. The Fire Co is asking for the approval for road closure on Saturday 6/30/2018 to complete the rescheduled hose testing. Old N 7th St would be closed between 7am and 2 pm.

MOTION was made and seconded to approve road closure of Old N 7th St, for Saturday, 6/30/2018 between the hours of 7am and 2pm to complete hose testing. Motion unanimously carried.

CHIEF OF POLICE REPORT – Chief Harold Easter (Absent)**A.) Calls for Service – May 2018**

Chf Easter reported on the summary of activities for the month of May. A total of 451 Citizen/Police contacts was completed along with 8,813 miles on the cruisers.

B.) Code Enforcement

Suv Miller read the summary from the Code Enforcement cases. In May 8 violations reported 4 of the 8 have been closed. Fifteen prior violations have been rechecked and 30 remain open at this time.

TOWNSHIP MANAGERS REPORT –Cheri Grumbine, Twp Manager**A.) Stormwater Consortium Update; Next meeting June 19**

An update from the Consortium meeting will be provided at the July Supervisors meeting. Suv Miller asked Suv Brensinger if he would be available to attend the Consortium meeting as he will be unavailable. Suv Brensinger agreed he will attend the meeting tomorrow.

B.) Keystone Novelties Fireworks Tent – 2019 Rent \$400

During the May Supervisors meeting a discussion was held regarding the request from Keystone Novelties for approving the fireworks tent located at Lions Lake. Research was done to see how long the rent was set at \$300 and found it was since 2002. Mgr Grumbine communicated the approval of this year to Keystone and discussed a price increase for 2018, which was agreed to at \$400.

MOTION was made and seconded to approve the increase of \$400 for Keystone Novelties for the year 2018. Motion unanimously carried.

C.) Application for County Aid- Liquid Fuels \$11,429

The Twp is submitting the annual application for County Aid (Liquid Fuels allocation). The amount is \$11,429. Suv Brensinger told his fellow Board members the amount has remained the same since he first came on the Board. The funds are usually allocated to the Twp's paving project each year.

MOTION was made and seconded to approve the application for County Aid (Liquid Fuels) in the amount of \$11,429. Motion unanimously carried.

D.) Tenant Lease Agreement – N 8th Ave

The Board was asked to approve the Lease Agreement for the property located at 1779 N 8th Ave in the amount of \$920.00 monthly.

MOTION was made and seconded to approve the Lease agreement for 1779 N 8th Ave in the amount of \$920.00 a month. Motion unanimously carried.

E.) “Little Free Library” at Lions Lake

The Park & Rec Board had forwarded a request from a Lake Drive resident suggesting the placement of a “Little Free Library” in the Lions Lake Park. The residents would stock and maintain the structure.

A one-time fee of \$40 will be covered by a member of the Park & Rec Board. This will cover registration for the use of the name “Little Free Library”. The structure would be an expense.

Discussion was held with Suv Brensinger saying he had several questions that have not been answered. What type of arrangement has been made for the longevity of the structure? These ideas are often started with the best of intentions and then fall to the wayside. What happens if this resident moves away from the area? What happens when the structure starts to show deterioration? He feels there are too many details left out of the conversation. He mentioned some type of agreement should be signed. The location also needs to be identified. The Board agreed to table this suggestion until more details are discussed and resolved. Suv Brensinger said they should ask Lori to get more details.

MOTION was made and seconded to approve the “The Little Free Library” after all the details are outlined in an agreement with the resident. Motion unanimously carried.

PUBLIC HEARING for Ord 7-2018 – Connection to Public Sewer

Sol Wolf stated it is time for the Public Hearing on the Connection to Public Sewer. He discussed the requirements for advertising of the Hearing, the posting of the Ord for Public review within the Twp office as well as the Twp website. The Public was able to get a copy of the Ordinance by stopping in the office to request a copy.

Sol Wolf read through the Ordinance and explained the Municipal Authority suggested this amendment to the Connection to Public Sewer regulations. A situation occurred where a new home was being constructed and to get public sewer service a lateral would have had to be run on a neighboring property. This is something the Municipal Authority has been against doing. Because of this situation the Authority provided a waiver to allow onlot sewer for this property. The Authority agreed to amend the existing regulations when considering a situation of this type. The property owner should be permitted to install onlot services when the property meets the regulations for onlot systems to be installed.

There were no comments or questions provided and the Public Hearing ended.

MOTION was made and seconded to adopt Ord 7-2018 regarding the amendment for Connection to Public Sewer. Motion unanimously carried.

F.) Non-Emergency Events – Weavertown & Rural Security Fire Companies

Rural Security Fire Co have provided requests for additional non-emergency events to be held as follows: 7/1/18 sub sale; 8/07/2018 National Night Out; 8/11/2018 Whites Harley Davidson 1st responder night; 8/18/2018 car show held @ Colemans Park; 9/10/2018 golf tournament @ Pine Meadows; 9/15/2018 boot drive @ WalMart; 10/07/2018 fall BBQ; 10/2018 date to be determined apple dumpling sale; 11/20018 date to be determined pie sale.

Weavertown Fire Co has submitted a request for the following events: 8/11/2018 White Harley Davidson 1st responder night; 9/15/2018 boot drive @ WalMart.

MOTION was made and seconded to approve the non-emergency events Weavertown Fire Co has requested except for a company picnic requested by Weavertown Rd. The Fire Company Insurance will be responsible for any coverage, not the Workers Compensation. Motion unanimously carried.

MOTION was made and seconded to approve the non-emergency events Rural Security Fire Co has provided for additional non-emergency events to be held as follows: 7/1/18 sub sale; 8/07/2018 National Night Out; 8/11/2018 Whites Harley Davidson 1st responder night; 8/18/2018 car show held @ Colemans Park; 9/10/2018 golf tournament @ Pine Meadows; 9/15/2018 boot drive @ WalMart; 10/07/2018 fall BBQ; 10/2018 date to be determined apple dumpling sale; 11/20018 date to be determined pie sale. Motion unanimously carried.

G.) G.P. Harris BMP O&M Agreement

During the April 16, 2018 meeting the Board approved a stormwater plan for 2006 Weavertown Rd. LCPD had now provided the signed copy of the BMP O&M Agreement which will need to be recorded at the Recorder of Deeds Office. The Twp is being asked to approve the BMP and O&M agreement for the Harris property.

MOTION was made and seconded to approve the BMP O&M Agreement for 2006 Weavertown Rd. Motion unanimously carried.

H.) Pertinent Matters

1. Mailing of Stormwater Management Fee Bills – June 11 – As an informational item the Stormwater management fee bills for all properties had been mailed Monday, June 11 and are due by July 11th. A 10% penalty will be assessed after 30 days. A separate Bank Account has been established for the Stormwater fee collections.

SOLICITOR’S REPORT; Atty Fred Wolf -- Henry & Beaver**A.) Ord 6-2018 – Dam Breach Inundation Area Ord – July Public Hearing**

Sol Wolf told the Supervisors a Public Hearing for the Dam Breach Inundation Area, Ord 6-2018 will be held during the July 16th Supervisors meeting starting at 7:15pm.

B.) Ord 8-2018 – Godshalls Zoning Amendment Petition – July Hearing

A Zoning Amendment request from Godshalls Quality Meats was received and the Public Hearing will be held at the July 16th meeting as well. This will be a Zoning Amendment and an amendment to the Twp Zoning map.

C.) Res 11-2018 – Revised Credit Application Form & Stormwater O&M Agreement

Sol Wolf explained following the adoption of the Stormwater Ord at the previous meeting, the Credit Application O&M Agreement had been revised. The Ord states revisions can be completed by adoption of Resolution. Resolution 11-2018 will adopt the revised Credit Application Form and the O&M Agreement. The Supervisors are being asked to adopt Resolution 11-2018 adopting the Credit Application and the O&M Agreement.

Suv Brensinger questioned if this a standard form that all other municipalities are using. Sol Wolf stated that he and Mgr Grumbine, while reviewing the form, felt some language needed to be added to the agreement. A n addition of verbiage to the portion about the sale of the property and the enforcement of agreement being forwarded to the new property owner was needed. Suv Brensinger questioned a property owner who signs the O&M agreement and then does not maintain their stormwater facilities. Would the Twp have to take court action against the property owner when the Twp takes care of the maintenance? Sol Wolf said the Twp can move forward with the maintenance of the facility and then bill the property owner.

MOTION was made and seconded to adopt Resolution 11-2018 approving the revised Stormwater Credit Application Form and the O&M Agreement. Motion unanimously carried.

COMMENTS FROM BOARD MEMBERS**A.) Proposals from Landscape Contractor for Football Field Revitalization**

Suv Brensinger explained he is trying to schedule a time to meet with a landscaper to review the field and get a quote regarding what needs to be accomplished for the football field.

B.) Hiring of Highway / Sewer Crewman – Bryan Heagy

Suv Miller announced a new employee started on 6/04/2018 and will be working a 6-month probation period. The new employee's name is Bryan Heagy and will work highway and/or sewer maintenance. Suv Brensinger stated that so far everything seems to be working out well.

MOTION was made and seconded to approve the hiring of Brian Heagy as part of the Highway/Sewer crew. Motion unanimously carried.

C.) Disc Golf Tournament Request - Mike Dunkle

A request from Mike Dunkle was received regarding having a disc golf tournament at Lenni Lenape on Saturday, July 21st. The second request was regarding the pavilion area which Dunkle is requesting the reservation fee be waived.

Suv Brensinger asked if this was presented to the Park & Rec Board, as it seems the timeframe did allow for it. He said in future he wants this type of request to be submitted in a timely fashion and through the correct channels. He suggested that the approval for the golf tournament be granted for this year. However, in the future these requests should be submitted at least 2 months in advance, so the Park & Rec Board receives the request first. Suv Brensinger also suggested the pavilion rental fee be paid and not waived. Some discussion was held between the Board members. The Board members agreed that all future requests be made in advance and the Park & Rec Board will be making their recommendation to the Board of Supervisors. Suv Brensinger mentioned the baseball and football associations who all assist the Twp to maintain their areas of interest. They must pay an amount of financial fees to the Twp. Discussion was held about some of the questions the Supervisors have regarding this request.

MOTION was made and seconded to approve the disc golf tournament for 7/21/2018 and the pavilion rental (if available) fee be charged, with the additional note of future requests be made in a timely fashion and through the proper channels. Motion unanimously carried.

Suv Miller suggested Lori contact Mike Dunkle via a written letter explaining any future requests.

D.) Suv Sattazahn – Park Maintenance

Suv Sattazahn remarked how good the Lions lake Park looked while he was walking there this week. He extended a “pat on the back” to all the maintenance crews that had put in time at the park this week.

Suv Sattazahn spoke to the Board members about a different issue he noticed. While walking he noticed a dedication plaque but the tree was missing. For whatever reason the tree was removed. His question is whose responsibility is it to replace that tree? Conversation followed about the tree dedications for Lions Lake being handled differently than the current dedication program. Suv Sattazahn said he thinks the Board needs to set a definite policy for these situations so that there is no question about what is to be done to replace these trees and who is financially responsible.

E.) Suv Brensinger

Suv Brensinger said he must agree with Suv Sattazahn’s assessment of Lions Lake Park. He would like to see it become a regular “spring cleanup” project. He would also like to commend the Firemen who participated in the Lebanon County Convention and Parade hosted by Ebenezer Fire Co this past Saturday. He extended his thanks to all the firemen that offer their time and services to the public. He said he felt the public dealt well with the interruptions from the parade.

F.) Suv Miller

Suv Miller announced the stormwater invoices had been mailed 6/11/2018. He had the opportunity to stop in the office today and noticed the staff was busy trying to answer the phone calls and questions coming into the office regarding the new Stormwater Fee. Suv Miller offered thanks to the office staff for taking the time to be courteous to the public. Suv Brensinger agreed with Suv Miller’s remarks and said he had taken 2 separate phone calls which took some time to explain all the questions that were asked.

With no further business to discuss, meeting adjourned.

Respectfully Submitted,

Theresa L. George
Recording Secretary