

MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
BUDGET WORKSHOP MEETING – October 3, 2018

The duly advertised workshop meeting was held on Wednesday, October 3, 2018 at the Municipal Building located at 725 Kimmerlings Road, Lebanon, PA with the following people present:

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| | Edward A. Brensinger | Vice – Chairman |
| | A. Bruce Sattazahn | Treasurer |
| | Cheri Grumbine | Township Manager |
| Ebenezer Fire Co: | Rusty Weitzel | Lee Spencer |
| Glenn-Lebanon: | Brian Vragovich | Teahl Rhoads |
| Rural Security: | Shawn Hoyer | |
| Weavertown: | Don Steiner Jr. | Don Steiner Sr. |
| Absent: | Richard E. Miller | Chairman |

1.) Proposed 2019 Budget

A review of what is listed for the four volunteer Fire Companies in the proposed 2019 Budget was done. The proposed budget is almost identical to 2018. The Twp is reviewing the possibility of another Workers Comp carrier. Mgr Grumbine requested if anyone calls from Bowman Insurance, it would be helpful if the Fire members answered any questions and try to be accommodating in the process. The idea of something other than SWIF for coverage is appealing to everyone.

The fuel expense for Ebenezer Fire Co was discussed. Higher costs are due to Ebenezer being appointed to cover West Lebanon Twp for a period of 4 months. The Supervisors will follow up on this matter. After some discussion Suv Brensinger questioned the Fire Company members if it should be considered bumping the line item amount up for fuel. As prices vary it is difficult to maintain the same dollar amount for several years in a row. Discussion was held about the possibility of a higher line item for fuel. Suv Brensinger suggested an amount of \$1750 annually for fuel per company.

Don Steiner Sr questioned the Knox Box line item. The amount is unusually high. Cheri said it was a Solicitor issue that drove the amount up, but she cannot see by the detail report what the issues were. She said she would check into it and let them know.

False alarm calls were discussed. A conversation about the calls for service and how to report repeated alarm calls was held. Don Jr. stated the Twp website contains the Twp's annual fee schedule that shows the scale for repeated false alarms. These are billed by the Twp after their third occurrence.

2.) CPA Audits & 990 Forms

Reminder to all companies these documents must be submitted to the Twp office.

3.) New Members/ Injuries

Cheri wanted to remind all fire company members about the importance of reporting an injury as soon as possible. Also, the importance of choosing care providers from the provided physicians' panel within SWIF's network. A sign off form from any members is also submitted at the time of injury report and from any new member.

4.) Workers Compensation Insurance

The Twp is working with Bowman's Insurance to see what might be available for Fire Co. Workers Compensation coverage. We are reviewing the possibilities of better pricing for the same coverages.

5.) Driver History Sign-offs for 2019

February – Twp office will be emailing each Fire Chief with a form to be completed by all drivers

March – Forms to be returned to office no later than 1st Wednesday in March (regular meeting night, so forms can be dropped off that night)

Cheri reminded the Chiefs that any new members throughout the course of the year must complete and submit this form to the Twp office PRIOR to any driving activities.

6.) Providing Assistance Outside NLT

Cheri said she had done some checking when a question had been raised about fire company members helping during a disaster event in another state. The coverage is not included in the Twp's insurance coverages. The 2 options are to ask the agency if its insurance covers the individuals, or the person's personal insurance offers that coverage.

7. Pertinent Issues

A.) Twp Newsletter – Cheri stated the Twp Newsletter had contained an article about volunteerism for the Fire Companies. As a follow up to this issue, the Twp would like to feature each Fire Company in our Newsletters. Each Fire Company would be asked to provide any information about the company and could stress the need for continued volunteers. In keeping with past practices, we would feature the companies alphabetical, starting with Ebenezer and ending with Weavertown.

B.) Fuel cards – all new fuel cards should have been received by now. If not, be aware that the old cards expire the end of September.

C.) 1405 E Old Cumberland St – Cheri reminded the Fire Chiefs that the property located at 1405 E Old Cumberland St is scheduled to be demolished. Should the Fire Companies wish to conduct some training exercises there, it should be sooner than later. Don Jr. replied that probably the only training would be roof cutting as most of the floors have holes in them, as well as walls being removed.

D.) Hand-Held Radios – Don Steiner Sr. mentioned the hand-held radios. Years ago, Lebanon County had provided several radios to the Fire Companies for use by the Fire Police. When the Fire Police went under the Police Dept, Weavertown had allowed the radio to be taken by Dennis Copenhaver until the Police Dept had purchased radios for the Fire Police. Currently, Weavertown is down 1 hand-held radio that is not operating properly. He is asking if the Police Dept budget for 2019 has radios in it for the Fire Police. Suv Brensinger replied he is not sure what is on the Budget for the Chief or for EOC, Dave Lauver. He said he will be checking into this issue and find out what is planned. It was mentioned that Rural Security may also have a radio on loan to the Police Dept.

E.) County Fire Marshal – Brian Vragovich mentioned the situation with the Leb Co Fire Marshal's position being vacated and the possibly of the position being eliminated. A conversation followed about a series of meetings that had been held with State Police Fire Marshals and County representatives. As of 10/01/18, the current County Fire Marshal has retired. The County Fire Departments have been told if they need a Fire Marshal, they will have to contact State Police for their Fire Marshal. The concern the Fire members have with this plan is the distance these Fire Marshals will have to travel to respond to the calls.

Suv Brensinger questioned if there is something the Supervisors can do to help with this situation. Don Jr. replied the state Fire Marshal they had met with seemed cooperative. The big concern is the Fire Marshal's availability and the distance to travel. Lee Spencer said he wanted to point out the current County Fire Marshal had retired. He was not removed from the position. Ed told the Fire Company members that it is important to keep the line of communication open. The Supervisors are willing to help in situations when they are able. He asked that the Fire Chiefs keep the Twp up to date on the Fire Marshal issue. To close the meeting the Fire Company members were thanked for all the services they complete for the safety of the Twp residents.

Lee Spencer voiced the Fire Companies thanks and appreciation to the Board of Supervisors and Cheri for everything they do for the companies, especially during this summer and the Fire Convention celebration.

With no further business to discuss, meeting adjourned.

Respectfully Submitted

Theresa L. George
Recording Secretary