

**MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
BUDGET WORKSHOP MEETING
OCTOBER 8, 2018**

The duly advertised workshop meeting was held on Wednesday, October 8, 2018 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
Cheri Grumbine	Township Manager
Lori Books	Administrative Assistant

Review of General Fund Revenues

Manager Grumbine reviewed the line items of anticipated 2019 revenues and expenses one by one with the Supervisors. Several of the line items will need to be continually monitored until closer to the time of the Preliminary Budget as the numbers will need to be adjusted.

Cheri suggested that some of the smaller items that need repaired or replaced could be funded from maintenance (245) instead of the Capital Purchases (700) categories. Some of the smaller items that have been listed under Capital Purchases for 2019 should be moved to the routine maintenance line.

Some of the other funds discussed included:

Stormwater Fund (09)

The MS-4 fund, which was under the General Fund has now been removed and placed under the newly created Stormwater Fund. The changes in the Stormwater Fund is being monitored as the Credits and Appeals Applications are being reviewed and approved. Dick questioned at what point will there be a clearer picture of the status, versus what we will need to do with this financial obligation. Cheri told him Lori is tracking the Credits that are being approved and receiving their Credits. Until some projects are completed we will not really know where we are financially.

Street Light (13) – Revenues and expenses were reviewed.

Capital Improvement (18) – a compiled future projects list was discussed

- continual dumping area and possible purchase of portable cameras
- Cameras for Twp parking lot
- New diesel fuel pump tank (proposed in budget)
- Used oil burner for garage (proposed for 2019 budget)
- Generator for storage building
- Flooring upgrades in maintenance offices and other areas (2020)
- Painting block on large storage building
- Roof upgrades over squad room in Police Dept
- Phone landlines upgrades and phone systems
- AC unit in Police Dept and/or other areas (dependent on issues that arise)
- Purchase of Eberling property located on corner of 7th St and Kimmerlings Rd

NLT Fire Dept Capital Reserve (19)

Shows as an in/out each year, dependent on requests being submitted by the Fire Companies

Township Capital Reserve (30)

Dick asked about the new Police car. How is the payment being handled? Cheri replied she wants to speak to Chief about it as she is not sure when delivery is scheduled. Payment should be made in 2018.

Special Projects (Yardwaste/ Recycling) (31)

Discussion about the revenues brought in by the renting of the grinder for Yardwaste was held. An increase for the fee of the key cards is not being proposed for 2019. The anticipated 2019 expenses were reviewed.

Park & Rec (Fees In Lieu Of) (32)

Cheri said the Fees in Lieu Of will need to be monitored. The floating boat ramp at Lions Lake Park and the paving of additional walkway at Lenni will be listed from this category for the 2019 Budget. Ed questioned if the Park & Rec Board had discussed any additional playground equipment. Lori responded no, they have not. The suggested cameras for the Lions Lake restrooms was discussed. Dave has suggested the moving of the basketball court area to the tennis court area, eliminating the tennis courts for the Community Park. Any additional area could then be used for parking. A new backstop located at the softball field (Community Park) is in the budget requests for 2019.

Liquid Fuels – The expected revenues were discussed. A list of expenses was also outlined. Three pieces of equipment are listed for 2019; a salt spreader, steel snow plow and a reversible Valk plow are being proposed from this fund. Ed explained some of the painting projects the Highway crew has taken on for the markings of the intersections and stop bars. Instead of the thermo-plastic applications being installed to the intersections, the Twp maintenance crews will be using traffic paint to do these intersections.

Storm sewer drain expenses were discussed. The 2019 Budget will reflect 4 bridge inspections (Water St added a few years ago to the inspection list), as the inspections are completed odd years. Roadside vegetation (tree removal) was discussed. Cheri asked if a new line item should be created for the roadside vegetation projects. Ed indicated his agreement and suggested getting an hourly breakdown of equipment pricing versus specific job areas and trees when we must ask for quotes from tree businesses. A decision about how much to assign to this line item should be determined and then we will know how many trees a year can be removed.

UPCOMING MEETINGS

10/15 After Regular Board meeting

10/18 @ 1pm

10/23 @ 1pm

11/08 – Joint Meeting with NLTMA @ 5pm

With no further business to discuss, meeting adjourned.

Respectfully Submitted

Theresa L. George
Recording Secretary