

**MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
BUDGET WORKSHOP MEETING
OCTOBER 15, 2018**

The duly advertised workshop meeting was held on Monday, October 15, 2018 at 8:15pm following the regularly scheduled Supervisors' meeting 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
Bruce Sattazahn	Treasurer
Cheri Grumbine	Township Manager
Harold Easter	Chief of Police

Review of Police Dept Capital Purchases (only 700 Capital Purchases)

Conversation was held about the Capital Purchases being requested from the Police Dept as follow:

- New copier - \$3000
- VARIDESK - \$500
- Portable radio - \$2200
- PC - \$4500
- Medical supplies - \$450
- Lab/evidence - \$500
- Sound proof interview rooms - \$500
- Taser contract - \$3000

VzW Account for Police Dept Air Card/ Data Plan

Chf Easter explained the modems in the Police Dept were purchased by the Police Dept and now fall under the County program. These modems have replaced the air cards provided by Verizon. The air cards from Verizon should no longer be carried under the Twp Verizon account. Mgr Grumbine agreed to discontinue service through Verizon Wireless.

SUV Purchased 2018 for 2019; Delivery Date due 2018

The Board previously approved the purchase of an additional SUV for the Police Dept in 2018. This vehicle represents the SUV that would have been normally included in the 2019 Budget. However, because of the early purchase to save \$1000 in 2018, no funding will be included in the 2019 Budget.

Revenue from Code Enforcement – Breakdown from DJ/ Court

The Board requested a breakdown of the DJ code enforcement fines. Cheri told the Supervisors she cannot provide the information as the Twp only receives the check. Chf said he would ask Cathy to prepare a breakout of the various code enforcement fines and associated information. Ed said the information is important to balance what we are recovering after considering expenses for Code Enforcement.

Radios – Return Borrowed Radios to Weavertown & Rural Security Fire Depts

The Board asked if the Fire Police are fully staffed with radios? Chf Easter agreed to check on numbers supplied and if everyone has one. Ed asked that the radios that were loaned to the Fire Police be returned to the Fire Companies (Weavertown Fire Co and Rural Security).

Bobcat

Brush cutter attachment, called a Brushcat, is being requested by Ed. The intention is to ask the Municipal Authority to share the expenses of a brush cutter attachment. Bruce stated that the skid loader was purchased by the Twp, why is the attachment not being purchased by the Municipal Authority instead of offering a 50/50 split. Ed suggested that Bruce discuss the idea at the Joint Meeting with the Authority. Discussion followed about the option to split costs or ask the Authority to pay full price for the brush cutter attachment. It was agreed to discuss a 50/50 split at the Joint Meeting with the Municipal Authority in November.

Clean Burn #2500

A waste oil burner was researched by Ed. Information is being provided. The costs of heating the entire building is \$2200 higher this year than last year. Consideration for using the used oils to heat the garage area is being reviewed. Placing of the unit on the mezzanine was made by the vendor. Dick questioned if the heat would be for both areas of the garage. He was told that Tim, the mechanic, works mostly in the south side of the garage area but some of the heat would penetrate the northern bays also. Ed reminded Bruce and Dick that there would be expenses to regularly maintain the burner. It would be purchased from the Capital Purchases fund. Ed said he would check the Co-Stars list before ordering the Clean Burn unit.

MOTION was made and seconded to purchase the Clean Burn model #2500 at the cost \$10,225.50 from the Capital Improvement fund before the onset of winter. Motion unanimously carried.

Lenni Lenape

Cheri reported she received an email from Lori stating that there have been 3 electrical outlets installed, per the conversation by the Supervisors at a previous budget meeting. The electric will only be activated when there are reservations for the pavilion.

Recycling Grant – DEP

Discussion was had about the Ford truck that is listed in the Budget for 2019 as a part of the Recycling Grant. The Ford F550 chassis is from Hondru Group (Grant covers 90% of 50% of cost). Price quoted for a 2019, if ordered now, would be 20 weeks for production and at the price quoted to Ed in March of 2018.

MOTION was made and seconded to approve ordering the Ford F550 chassis from the Hondru Group. Motion unanimously carried.

Valspar Signage (Business Park)

Bruce questioned who would need to contact Sherwin Williams about changing the signage from the former Valspar to read Sherwin Williams. Ed stated he has contact information from Sherwin Williams and he would make contact to relay the request.

With no further business to discuss, meeting adjourned.

Respectfully Submitted

Theresa L. George
Recording Secretary