

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
JANUARY 21, 2019**

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
A. Bruce Sattazahn	Vice-Chairman
Edward A. Brensinger	Treasurer
Cheri Grumbine	Township Manager
Harold L. Easter	Chief of Police
Frederick Wolf	Henry & Beaver LLP

Also, in attendance were several members of the public. The meeting was called to order and the pledge to the flag was done.

RECOGNITION – Dennis Copenhaver; Fire Police

Chm Miller asked Dennis Copenhaver to step forward. Addressing the public, Suv Miller stated Dennis Copenhaver has been involved in Fire service for 40+ years, 21 of those years have been for NLT. Recently he served as Chief of NLT Fire Police for several years. Dennis has announced his retirement and the Supervisors are presenting him with a plaque of appreciation for his volunteer services. Thanks, were extended to Mr. Copenhaver from all the Board members as well as many members of the public.

COMMENTS FROM THE PUBLIC

A.) Briar Lake - 1640 N 8th Ave-lot 108; Revised Stormwater Plan BMP O&M Agreement

Mgr Grumbine reviewed the Stormwater Plan with the Board. Although this plan is regarding lot 108 of Briar Lake, this lot is a stand-alone lot (not part of the Homeowners Association for Briar Lake). A home has been constructed but the original stormwater planning would not pass the perk tests with the design as suggested. Rick Bolt, County Engineer, LCPD and the NLT Planning Commission have all recommended approval for this plan.

Suv Brensinger said he noticed the house had been built but then the process seemed to come to a halt. He indicated the revised stormwater design looks like it should work.

MOTION was made and seconded to approve the revised Stormwater Plan and the BMP O&M agreement, which is to be recorded, for Landmark, Briar Lake (lot 108), 1640 N 8th Avenue Stormwater Plan. Motion unanimously carried.

B.) Ebenezer Memorial Garden – Gwen Yordy

Mrs. Yordy reminded the Board she had attended a previous meeting and she was told to come back to receive a draft of an agreement regarding the property located at the corner of Jay St and Ebenezer Rd. Suv Brensinger asked Mgr Grumbine and Sol Wolf if there is a copy of the drafted agreement to provide to Mrs. Yordy. Sol Wolf replied the Supervisors have just received the draft to review and he was going to wait for their comments. It was decided to provide Mrs. Yordy with a draft of the current agreement. The Committee and the Supervisors will review simultaneously and then offer any comments. Mrs. Yordy indicated her agreement with his suggestion.

REVIEW OF STORMWATER CREDIT APPLICATIONS/ BMP O&M Agreements

The following Stormwater Credit Application has been reviewed by Dan Cannistraci and Mgr Grumbine. Dan's recommendations for the application submissions were reviewed for the Board's consideration:

1. 2703 Tunnel Hill Rd – Joseph & Lynda Bonnalle - A Credit Application and O&M Agreement have been submitted for the Board's approval. It is being suggested that a 39.3 % Credit be approved, and the O&M Agreement be approved for signatures before being recorded. Also, it is suggested the ERU count be adjusted from 7 to 6 ERUs for the Homestead Exclusion Credit. After recording, a copy must be returned to the Twp for the files and to apply the Credit.

MOTION was made and seconded to approve the 39.3 % Credit for 2703 Tunnel Hill Rd as well as signatures on the O&M agreement. Also approved is the adjustment of the ERU count from 7 to 6. Motion unanimously carried.

2. 1950 N 7th St – Glen M. & Rhonda J Hursh – A Credit Application has been suggested for the Board's approval in the amount 50%. An O&M agreement had been previously recorded. The ERU count is suggested to be adjusted from 34 to 33 for the Homestead Exclusion Credit.

MOTION was made and seconded to approve a 50% Credit for 1950 N 7th St. Also approved is a reduction to 33 from the original 34 ERUs. Motion unanimously carried.

APPROVAL OF MINUTES

The meeting minutes from the 1/07/19 Supervisors meeting minutes are ready for action.

MOTION was made and seconded to approve the 1/07/19 Reorganization 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 – December 2018**

Chf Firestine reported there were 46 responses from the 4 Fire Companies in the month of December, a total of 6 trainings, and a total of 98.73 man-hours reported.

B.) 2018 Annual Report

Chf Firestine reported on the summary for the year of 2018. A total of 705 responses were answered with a total of 2777.52-man hrs and 153 trainings attended with a total of 2464.3-man hrs for training sessions. Chm Miller extended his thanks to Chf Firestine for all the volunteer hours the Fire Companies offer for the safety of North Lebanon Twp residents.

C.) Phantom Box Cards #9

Chf Rusty Weitzel, of the Ebenezer Fire Co, told the Board he had submitted the phantom box cards for station 9 with a few revisions. Chm Miller asked if the changes are regarding revisions in the responding area for Ebenezer Fire Co. Chf Weitzel explained the changes are very minimal and will not affect the responses. All Box Cards that are being submitted are within the Ebenezer Fire Company response area. Revision #4 for Box Cards 901-905 are for Ebenezer.

Phantom Box Cards #9 (con't)

Suv Brensinger questioned if these Box Cards are reviewed and revised by all 4 Fire Chiefs or is it something that is done inhouse? Chf Weitzel responded Ebenezer's review process is done inhouse as it affects only the Ebenezer response area.

MOTION was made and seconded to approve revision #4 Box Cards 901-905, for the Ebenezer Fire Company. Motion carried unanimously.

D.) Ebenezer Non-Emergency Listing for 2019

The non-emergency activity list for Ebenezer Fire Co was provided for the Board to review. Mgr Grumbine asked if there are any questions or comments on the list provided. Suv Brensinger mentioned some of the events which do not have dates noted. He reminded Chf Weitzel the dates must be submitted to the Twp office prior to the event taking place. Rusty agreed, saying, he was aware of that fact.

MOTION was made and seconded to approve the non-emergency list from Ebenezer Fire Co. Motion carried unanimously.

E.) Glenn-Lebanon Fire Co – Dates Announced

Mgr Grumbine told the Board Glenn-Lebanon notified the Twp office of 2 dates for non-emergency events, 2/02/2019 will be their appreciation dinner and 3/15/2019 will be the annual spaghetti dinner.

MOTION was made and seconded to approve the 2 dates provided by Glenn-Lebanon for non-emergency event, 2/02/2019 appreciation dinner and 3/15/2019 for a spaghetti dinner. Motion unanimously carried.

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

Chf Easter reported on the calls for service for the month of December. There was a total of 486 Police/Citizen calls in December. A total of 7,039 miles were driven on the patrol vehicles.

B.) 2018 Annual Report of Calls for Service

Chf Easter reported a summary for the year of 2018. A total of 6,910 Police-Citizen calls for service was recorded, and a total of 107,332 miles were logged on the cruisers. Suv Miller requested a comparison be done with the report from 2017 as compared to 2018.

C.) Introductions – Police Intern & New Fire Police Chief

Chf Easter introduced the winter/spring intern for the Police Dept as Brett Cohen. Brett is a Senior at LVC and is from Milford, Pike County. He will be with NLT Police until his graduation in the spring.

D.) Code Enforcement Activity Report

Chf Easter had provided the Board with the summary report from John Brenner for Code Enforcement for the month of December 2018.

E.) 2018 Annual Code Enforcement Report

A summary report of all the Code Enforcement matters has been provided to the Supervisors for review.

F.) 2019 Fire Police Roster

The 2019 roster for the Fire Police was submitted. Chf Easter mentioned to the Board that the new Fire Police Chief is Ricky Mease. Suv Brensinger remarked on his concern about the roster list dwindling each year. He commented that these people offer a valuable service for the Township. Chf Easter replied that problem is being worked on for improvement.

MOTION was made and seconded to approve the 2019 Roster for the Fire Police of NL Twp. Motion unanimously carried.

TOWNSHIP MANAGERS REPORT – Cheri Grumbine, Twp Manager**A.) 902 Grant Contract**

The Twp has been awarded, by DEP, a 902 Recycling Grant in the amount of \$122,169 to purchase items outlined in a Memo from Bonnie Grumbine dated 1/16/2019. Mgr Grumbine is asking the Board to approve the agreement and authorize the Chairman's signature.

MOTION was made and seconded to approve the 902 Recycling Grant in the amount \$122,169 from DEP with a Twp match of \$13,575, as well as authorize the Chairperson's signature on the Grant. Motion unanimously carried.

B.) MHP License Renewals

A Memo dated 1/17/2019 reports that 6 of the 7 Mobile Home Park owners have submitted the annual application and fees for license renewals for 2019. The Board is being asked to act on the renewal applications from Countryside, Green Acres, Lincoln Village, Northcrest Acres, Ridgeway and Sandhill Mobile Home parks for their 2019 renewals that have been received.

MOTION was made and seconded to approve the Chairman's signature on the 6 renewal licenses for the Mobile Home Parks that have been submitted for 2019 as listed above. Motion unanimously carried.

C.) Res 7-2018 – 2019 Misc Township Fees

The annual Misc Twp Fee Schedule has been drafted and is ready for action by the Board. Revisions to billable hour rates, hourly rates for the grinder, Stormwater Only submission Plans and open-air pavilion rates have been suggested. Mgr Grumbine asked the Supervisors if there were any questions/comments to which she was told there are none.

MOTION was made and seconded to adopt Resolution 7-2019, adopting the 2019 fee schedule for misc Twp fees. Motion unanimously carried.

D.) Border Patrol Contract for Lions' Lake

The Border Patrol had been recommended by the Park & Recreation Board and had been included in the adoption of the 2019 Budget. The proposal for goose management at Lions Lake by Border Patrol is \$6,545 which would be for service from 3/01/19 through 11/30/19 (77 visits). Mgr Grumbine is asking for approval and signatures on the agreement for this service.

Suv Sattazahn questioned if last years coverage was expanded for 2019. He then questioned if the results from last year indicated the need for expanded coverage. He was told the service helped with the goose problem in 2018. However, when the service stopped the geese returned full force. Suv Brensinger added that the Border Patrol is restricted by many of the Game Laws as far as times of year and what types of activities he is permitted to perform.

MOTION was made and seconded to approve the proposal from Border Patrol for 77 visits to Lions Lake in the year 2019 for \$6,545. Motion unanimously carried.

E.) Pertinent Matters

1. SW Consortium Update from 1/15/19; A draft response letter to DEP was reviewed by the Consortium and approval given to finalize based on comments, sent to Committee members and following everyone's agreement will be mailed to DEP. The Committee agreed to ask the Engineer to start looking at projects and reaching out to the property owners at the top of the list. Another request was issued to the Engineer to begin looking at the Lion's Lake shoreline project regarding priority. Hopefully this item will be moved up on the list, as erosion continues and the proposed work could assist with the goose problem. The next meeting is scheduled for 2/19/19 at 10:00am. Suv Miller stated he hopes to get some of the local legislators involved as to questioning the changing of the rules by DEP mid-way through this process.

2. 2018 SW Delinquent Accounts & Liens Filed (Total of 18 out of 4000+); A timeline report has been prepared, by Molly, of all the Stormwater original billings (dated 6/11/2018) to the delinquent period of late December 2018 and early January 2019. The liens were filed by Atty. Leonard with all costs of letters and liens added to the individual's stormwater account. A total of 18 "annual" accounts are delinquent and of those 18, 4 are noted on Atty Leonards' report as special circumstances. Thus, we have a total of 14 delinquent annual accounts. The quarterly accounts will follow the same lines however due to the 4th qtr deadline it is a little later due to the penalty letter only going out 1/10/2019. Out of 4,000+ annual accounts only 14 are delinquent.

The 2019 Stormwater bills were sent to printers for mailing 1/10/2019 for the annual billing and first quarter accounts. There was no increase in the Stormwater fees for 2019.

3. Update on FASP Meeting; Although the audit for FASP was to have been completed as of January 4th, no additional information has been provided to the Twp. After some discussion Mgr Grumbine agreed to contact Mayor Capello to see if she had additional information on this matter.

4. 2018 Annual Reports; The following year-end summary reports have been prepared and provided for the Board to review.

- Municipal Authority - 2018
- Park & Rec - 2018
- Planning Commission – 2018
- Safety Committee 2018 Report; 2019 Goals
- Administrative Office Phone Log
- Right-to-Know Summary – 2018
- EIT Verification Report – 2018
- SW Credits Issued to Date – 2018
- Ebenezer Lake Dam Annual Inspection Report (SESI) - 2018

Suv Miller questioned the Earned Income Tax amounts. Mgr Grumbine replied it is holding close to what had been projected.

SOLICITOR'S REPORT; Atty Fred Wolf -- Henry & Beaver**A.) Memorial Garden Agreement with Ebenezer Beautification Committee**

Sol Wolf told the Board this was already discussed earlier in the meeting. After review by the Board and the Beautification Committee, any revisions will be made and hopefully this agreement can be finalized and approved at the February Supervisors' meeting.

B.) Agreement with Gerald Musser – Cul-de-Sac on previously owned Cikovic Property

Sol Wolf reminded the Board this agreement with Mr. Musser was discussed at last month's meeting. As Mr. Musser is now the owner of 2 developments that will be connected the Twp is requesting Mr. Musser enter into an agreement with the Twp regarding a cul-de-sac area on one of the properties. He is hoping to get this agreement signed and approved soon.

C.) Zoning Amendment Petition – 430 N 11th Ave

A request for a Zoning Amendment has been received by the Twp office. Sol Wolf explained part of this process is to schedule a Public Hearing and give the neighbors an opportunity to question and/or comment on what is being proposed. Sol Wolf is asking the Supervisors to choose a date for the Public Hearing so that all the preparations can be made for the Public Hearing. After discussion it was decided to schedule April 22, 2019 for the Public Hearing date.

COMMENTS FROM BOARD MEMBERS**A.) Truck #4 Replacement – Ed Brensinger**

Roadmaster Brensinger explained that the replacement of truck #4 was approved for the 2019 Budget. When he was preparing information for Budget submission, quotes were received on new trucks. However, we are now into 2019 and the "truck world" is a very busy world. He was told by some of the vendors if the Twp placed an order now, this month, some of the pricing can still be honored. By following through now with an order for a new truck, it is possible that the Twp could receive a finished product by the end of the year. If we wait to place an order it could be well into 2020 before we see the truck here at the Township. Although, definite prices and/or numbers are not available from him now, he is asking his fellow Supervisors to consider approving placing an order at the lower pricing.

Roadmaster Brensinger stated he can understand if there is hesitation on their part to approve the ordering. Some discussion followed about the truck market and what variations in pricing Roadmaster Brensinger anticipates. He told his fellow Supervisors he cannot really be comfortable quoting until he speaks to some of the vendors involved in creating the vehicle. Another situation is that the old truck #4 was bought with a portion of funds from a Recycling Grant when it was purchased. Questions must be asked of DEP as to how the Twp will be able to dispose of the old truck #4. If we can sell it on Municibid, Suv Brensinger feels certain we could get more money than if we are forced to use the truck as a trade-in. Suv Sattazahn had several questions about the pricing. He said he is uncomfortable just agreeing and not knowing any of the financial details. He agreed to grant authorization but with the restriction that Suv Brensinger contact both he and Suv Miller to inform them of the actual numbers and pricing quoted.

MOTION was made and seconded to authorize Roadmaster Brensinger contacting the truck vendors and getting all the financial information in place, Roadmaster Brensinger would agree to contact both Suv Sattazahn and Suv Miller to give them the exact financial information, pricing for sale or trade-in options. Then the order for a new truck could be placed after both Supervisors have been informed of the pricing quotes. Motion unanimously carried.

With no further business to discuss, meeting adjourned.

Respectfully Submitted,

Theresa L. George
Recording Secretary