

**MINUTES**  
**NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS**  
**BUDGET WORKSHOP MEETING**  
**September 30, 2019**

The duly advertised workshop meeting was held on Monday, September 30, 2019 @ 3pm 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
Cheri Grumbine	Township Manager
Lori Books	Assistant Manager

Arden Snook was in attendance.

**1.) Mechanic – Vehicle/Equipment Maintenance**

Ed told the Supervisors he had spoken to Tim about some of his thoughts on the 2020 Budget requests and then prepared the vehicle maintenance “wish list”. Line items were reviewed and discussed. Line item 245 for repairs was questioned as to the amount seeming high. Ed explained it was due to the truck #6 being damaged in an accident early in 2019. The repairs are taken from this line item and when reimbursement is received from the Insurance Company and it is shown as revenue. The amount listed includes the highway vehicles. Ed stated he felt the amount listed would cover any anticipated expenses for all the Twp equipment, highway and park & recreation.

**2.) Park & Recreation**

Ed submitted this Budget after conversations with Dave about the needs for 2020. A lengthy discussion was held about the mowing of all 4 parks. A mowing quote was received for the Long Ln fields that showed a slight increase from 2019. A quote was also received for the Lenni Lenape mowing showing 25 times during the 2020 season.

Mowing - Bruce questioned the logging of man-hours, number of times, how many employees and what equipment was used. It was his understanding this was all to be tracked to give a clear picture of whether the Twp employees should continue the mowing or it is more economical to sub the mowing work out. Ed said there were some minor notes kept on the mowing, but he cannot say it was an official journal of the mowing activities. Bruce suggested this season accurate accounting be done so we can see which direction the Twp should go with the 2021 season.

Security - Security locks and cameras are listed for this year’s Budget. An amount of \$16,500 for timed security locks and surveillance cameras for all 4 Twp park areas is listed in the Budget requests. The bathrooms and concession areas are where the cameras and locks would be used to help alleviate vandalism. Cheri told the Board that Fees In Lieu Of would be used to cover this expense for the parks.

Lions Lake - Border Patrol for Lions Lake is a line item in the Budget draft. Discussion about the benefits of this goose control program was held. Dick questioned if the program seems to have made any difference for the goose problem at the Lake. Lori reported there were no new babies this spring, which means the egg adling was successful.

Cheri said the people who walk the park frequently have reported the goose droppings problem was not as bad as it had been in the past. Lori shared her thoughts that it would be a shame to go backwards now when progress is being made with this project.

Playground Equipment – An EZ digger is listed for new equipment to be purchased for Community Park. Ed stated this is a piece of equipment all the kids enjoy. Two new benches are requested for Lenni Lenape Park. Lori said these are the benches that are available should someone wish to dedicate a bench. Two new waste receptacles are also listed in the wish list for Lenni Lenape Park and one doggie waste bag receptacle for Lions Lake Park and one for Community Park.

### **3.) Rental Properties**

Discussion about the home on Narrows Dr was held. The current tenant has indicated she will be moving out of the premises in November. Ed told the Supervisors the whole place will need some attention. New flooring, painting and some renovations to the bathrooms will be required. This project will be a good winter project if the timing of the tenant's move is good. A total of \$11,850 is suggested for the repairs and updates.

### **4.) Highway**

Equipment – A new leaf collection box to fit the new truck (which has been ordered as part of the 2019 Budget) is being listed for \$127,500. The leaf box the Twp has from the old truck, which is being replaced, should be replaced as it is an older piece of equipment much like the truck. Purchasing a new leaf collection box to install on the new truck (once received) seems more logical than to retrofit an older leaf box. A Recycle Grant will be applied for when available.

Gas/Fuel Tanks – Discussion has been held several times about placing a new gas and diesel tank on the Twp property. Quotes have been received for a large split tank for 1,000-gallon gas and a 2,000-gallon diesel above ground tank. A quote received includes the tank, pumps, a card reader and a canopy to shelter the area. Ed said part of the project would also be fencing and lighting. Conversation about locations for the tank was held. Ed felt the current location is good. Whatever location is decided, a power source must be within a specified distance. A figure of \$120,000 was estimated for this project.

Aluminum Trench Box – as a joint purchase was suggested by Ed. He is suggesting a 50-50 split with the Municipal Authority. Bruce questioned the durability of aluminum versus steel. Ed explained the equipment the Twp must move the trench box around with needs to be considered. There are 2 sets of spreader bars to be purchased also. An amount of \$12,600 was estimated with the Twp at \$6300 and the Municipal Authority at \$6300. A discussion about the safety of the employees was held. The Board agreed this would certainly be a purchase worth consideration to the safety it provides for the employees.

Road Projects – For 2020, Ed is proposing 4 smaller paving projects instead of larger projects. There are 4 areas he would like the Board to consider. Each of these areas would be a portion of a larger area.

1. Quarry Rd (\$48,820) – from Grace Ave to the Twp line. This would be a scratch and wearing application with very little pipe work being needed.
2. Old Ebenezer Rd (\$66,550)– both east and west sides of State Route 72.
3. Poplar Ln (\$102,600) – this would be starting at the area that had been previously paved and continue up to Greenwood Dr.
4. 8<sup>th</sup> Ave (\$59,200) – (north of the Twp building) from 7<sup>th</sup> St to Marcon Dr.

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Discussion about the annual PADOT allocation probably being decreased was held.

Road Materials – anti-skid is a line item (as it is always needed). Line striping, cross bars and cross walks is shown at a slight increase. Conversation about painting versus hot thermoplastic applications was held. Ed offered his opinion that the hot thermoplastic materials do not hold up as had been claimed. The costs are almost 3 times as much as the painting of the areas.

#### **5.) MMO – Pension Funds**

Cheri provided to the Board the 2020 MMO calculations for both Pension Plans. These Resolutions will be presented for adoption in December with final adoption of the Budget

#### **UPCOMING MEETINGS**

10/01 @ 3PM

10/17 @ 5pm

10/28 @ 5pm

11/06 @ 6pm (conference room with Fire Chiefs)

With no further business to discuss, meeting adjourned.

Respectfully Submitted

Theresa L. George  
Recording Secretary