

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
FEBRUARY 17, 2020**

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:

Ed Brensinger	Vice-Chairman
Arden Snook Sr	Treasurer
Cheri Grumbine	Township Manager
Harold Easter	Chief of Police
Amy B. Leonard	Henry & Beaver LLP

Richard E. Miller, Chairman was absent from the meeting.

Also, in attendance was Lisa Lauer, Township Employee and ten other members of the public. The meeting was called to order and the pledge to the flag was made.

COMMENTS FROM THE PUBLIC

A.) James Hubbard-NCCS-Extension of Agreement for Modular Units

On April 22, 2019, the Board approved an amendment to the 2017 Agreement with New Covenant Christian School (NCCS) regarding the placement of modular units on their property. The amendment provided for an extension of time for the modular units to August 31, 2020. At that time NCCS felt they would have additional classrooms constructed and could remove the modular units. The cost to prepare that amendment was paid for by NCCS. James Hubbard, Principal/CEO at NCCS was present to review his letter of October 22, 2019, requesting an extension to August of 2022. They have completed Phase 1 of their expansion, which was the new gymnasium. Phase 2 is to be the classrooms and completion will depend on their fundraising efforts currently underway.

MOTION: Motion was made and seconded to approve the extension of time for the use of modular units at NCCS to August 31, 2022. The amendment to the agreement will be prepared by Solicitor Leonard and paid for by NCCS. Motion unanimously approved.

B.) Project Oak – Landscape for Western Boundary Line

Sue Bowman, 3635 Tunnel Hill Road, gave an update on the warehouse situation next to her property. She would like assistance with the boundary line trees that haven't been replaced and was agreed upon with Scannell Properties/Project Oak Land Development Plan, at the Supervisors mtg of July 15, 2019.

Bruce Sattazahn commented that the best planting time for the trees would be fall. If planted in March, he would be concerned about drought conditions during the summer causing additional stress.

MOTION was made and seconded for Mgr Grumbine to send Scannell Properties a reminder letter of their responsibility to put in trees, as the landscape plan for the western boundary was a condition of the plan approval for Project Oak. Ms. Bowman will receive a copy of letter. Motion unanimously carried.

C.) Boy Scouts – Communication Merit Badge

Jonah Dubbs and Daniel Shirk were in uniform and spoke to the Board. They are from Boy Scouts Troop 12 and were present to earn their communications merit badge.

D.) Request for Handicap Sign

Harlan Zimmerman, 1826 Ashton Drive presented to the board a request for a handicap sign. His sidewalk is being blocked by parking and it is important that this walkway be kept clear for his handicapped wife. One handicapped parking spot is being requested for the front of his walkway. It was determined that Ed Brensinger, Roadmaster, will look at property and report back to the Board. Normally the resident purchases the handicap sign and North Lebanon Twp will install at no charge.

REVIEW OF STORMWATER CREDIT APPLICATIONS/ BMP O&M Agreements

The following Stormwater Fee Credit and/or O&M Agreement has been submitted for review:

A.) 905 Briar Rose Ave - a SW Fee Credit Application from Sarah/Cristen Laudenslager was reviewed by Dan Cannistraci. He provided a recommendation of 100% Stormwater Fee Credit to be approved by the Board. The BMP O&M Agreement was provided and is ready for the Board's approval and signature. Once this document is recorded and a copy is provided to the Township office, the credit will be applied to the account.

MOTION was made and seconded to approve the Stormwater Credit of 100% and the BMP O&M agreement for 905 Briar Rose Avenue. Credit will be applied after a copy of the recorded O&M Agrmt is received in the Twp office. Motion unanimously carried.

APPROVAL OF MINUTES

The meeting minutes from the 1/20/2020 Supervisors meeting minutes are ready for action.

MOTION was made and seconded to approve the 1/20/2020 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 – Bryan Pelfrey – Weavertown Fire Co**A.) Monthly Report – January 2020**

Mr. Pelfrey reported there were 49 responses from NLT Fire Company in the month of January, total man hours of 109.74 hours, and a total of 8 trainings.

CHIEF OF POLICE REPORT – Chief Harold Easter**A.) Calls for Service – January 2020**

Chf Easter reported on the calls for service for the month of January. There was a total of 686 Police/Citizen contacts in January and a total of 7,732 miles were driven on patrol.

B.) Monthly Code Enforcement Report (Brenner & Haase)

The Chief provided a written Code Enforcement report from John Brenner and Officer Haase.

C.) Fire Police Calls

Chf Easter provided information on the Fire Police calls for the month of January to the Board.

TOWNSHIP MANAGERS REPORT – Cheri Grumbine, Twp Manager**A.) Approval to Advertise for Bid-Fuel & Paving**

Mgr Grumbine asked the Board for approval to advertise the bids for fuel and the paving projects for this year. Our paving project schedule consists of:

Quarry Road – Grace Ave to Twp line

Old Ebenezer Rd – E and W side of Rte. 72

Poplar Lane – West of Greenwood Drive, for a distance of 850’

N 8th Ave – N 7th Street to Marcon Dr

MOTION: was made and seconded to approve the advertising for bids for fuel and the paving projects for potential awards to be made at our March meeting. Motion unanimously approved.

B.) Approval to Advertise for Bid-Fueling Station

As part of the 2020 budget, the Board included a fueling station for a split tank to hold diesel - 2000 gallons and unleaded - 1000 gallons. The specifications have been prepared by Scott Rights-SESI with Solicitor Leonard reviewing the legal documents. The Board was asked to authorize the advertisement to bid for possible award at your March meeting.

MOTION: was made and seconded to approve the advertisement to bid for the fueling station for potential award to be made at our March meeting. Motion unanimously approved.

C.) Tree Dedication-Revised Agreement

At the January meeting, the Board entered into an agreement with Susan Keeney for tree #22 at Community Park. Unfortunately, she had selected the wrong park and asked to switch to tree #40 at Lenni.

MOTION: was made and seconded to revise the agreement with Susan Keeney for tree #40 at Lenni Lenape Park, rescinding previous agreement in January for tree #22 at Community Park. Motion unanimously carried.

D.) Res. #7-2020 Destruction of Certain Records

As set forth in the Municipal Records Manual submitted for approval was Resolution 7-2020 setting forth specific records to be destroyed (shredded).

MOTION: was made and seconded to adopt Resolution #7-2020 for the destruction of specific records, as listed. Motion unanimously approved.

E.) 902 Grant Application-Recycling Equipment

Bonnie Grumbine, Recycling Coordinator for North Lebanon Township, attended a pre-application meeting to review our proposal for the 902 Grant Application. Submitted are:

2020 Freightliner Chassis; Leaf Vac (body); Vinyl Decal Truck Wrap

\$160,827 DEP Share + \$ 17,870 Twp Match = \$178,697 Total Cost

MOTION was made and seconded to approve the submission of the 902 Grant for the above listed items. Motion unanimously carried.

F.) Res. #8-2020 – Commitment and Release of Funding for Ebenezer FC.

Per the Board's approval at the January meeting, we have prepared Resolution #8-2020, as requested by the financial institution providing the loan for Ebenezer.

MOTION was made and seconded to adopt Resolution #8-2020, regarding the loan by Ebenezer Fire Company. Motion unanimously approved.

G.) 2020 License Renewal-Lakeside MHP

Application and payment for Lakeside MHP license renewal has now been received and is ready for Board approval.

MOTION was made and seconded to approve the 2020 renewal license for Lakeside MHP. Motion unanimously carried.

H.) Park & Rec Items from February 4th Meeting**1. Ebenezer Beautification Committee-Chicken BBQ**

The Ebenezer Beautification Committee is asking for approval to use the parking lot below the Lion's Lake dam breast for a chicken BBQ on Wednesday, May 6th. They intend to be there from 8am to 6pm (set-up and tear down) Our Park & Rec Board reviewed the request with Mike/Gwen Yordy and recommend approval.

MOTION was made and seconded to approve the use of the lower parking lot at the dam breast at Lion's Lake for a chicken BBQ by the Ebenezer Beautification Committee. Motion unanimously carried.

2. Keystone Novelties-Fireworks Tent

Keystone Novelties is asking for permission to use the parking lot below the Lion's Lake dam breast for their tent and fireworks sale. Their set up will be like past years. Fee \$600. Set up no earlier than June 19th, removal no later than July 10th. The Park & Rec Board recommends approval.

MOTION was made and seconded to approve the use of the parking lot below the Lion's Lake dam breast for their tent and fireworks sale for a fee of \$600. Motion unanimously carried.

3. Ebenezer Cheerleading

The Ebenezer Cheerleading group would like to continue use of the storage shed and practice on the field. If Ebenezer football does not submit their application and \$500 fee for 2020, the Park & Rec board feels Cheerleading should submit their own agreement providing they can provide liability insurance. The Park & Rec Board also proposed reducing the fee to \$300 on the condition they do not hold any competitions and use the area only for practice. (They felt the cheerleaders are not as hard on the fields as football.) If they hold competitions, then the fee would remain at \$500 like all other organizations.

Vice-Chairman Brensinger would like to get more definite information on whether Ebenezer football will be submitting a request for use of field. A revised fee for cheerleading can be discussed when we have further clarification.

4. WellSpan Good Samaritan Hospital

The Lebanon County Library System and WellSpan Good Samaritan Hospital will partner for their 5th summer and offer *Get Outdoors (GO) Lebanon!* Over the past few summers, *GO Lebanon!* has encouraged children and parents to get outdoors and be physical by engaging in an adaptation of letterboxing, a hobby in which participants must follow written clues to locate hidden items. The 2020 program entitled *GO and Find Your Story* – will require participants to follow written clues and locate fifteen (15) “activities” – wooden posts with an etched Plexiglas plate attached to them – hidden in various parks and along trails in Lebanon County.

The *GO Lebanon!* Committee has met to plan the 2020 program and are requesting to include Lion’s Lake as a location in which a *GO Lebanon!* Post could be hidden. After the program, we will be provided with information on the number of participants who visited the park, as well as the total distance walked by those participants. Our Park & Rec Board reviewed this request and recommend approval to use Lion’s Lake Park.

MOTION was made and seconded to approve the use of Lion’s Lake for the *GO Lebanon!* community program partnered by Lebanon County Library System and WellSpan Good Samaritan Hospital. Motion unanimously carried.

5. Ebenezer Baseball

Dwayne Elder with the Ebenezer Baseball Association is requesting the placement of a permanent fence at the midget field at Long Lane. This field was previously used by Football, which has now consolidated with Cornwall. They are applying for a “Baseball Tomorrow” grant and would like to include this in their request.

Vice Chairman, Brensinger is concerned that we are not certain football is not going to want to ever use the field again. Until we have a definite outcome of field usage, we can’t make any determination on whether to allow the fence. Written confirmation from Football stating they do not intend to return to these fields should be received.

MOTION was made and seconded to authorize the placement of a permanent fence at the midget field at Long Lane at the expense of the Ebenezer Baseball Association contingent upon written confirmation from previous Ebenezer Football Assoc that they will not be requesting any further use of the field. Motion unanimously approved.

I.) Release of FASP Contribution

Mayor Capello met with 2 First Aid & Safety Patrol Board members, Kurt Peiffer and John Siriannia, to discuss setting up the restricted account for equipment only. She relayed to them that the municipalities will be sending their checks over the next 3 months (FASP prefers no later than March). FASP has forwarded a purchase order for 2 ambulances (\$110k each), a squad truck (\$39k), and an existing vehicle list including mileage.

Mayor Capello did forward the Treasurer’s Report from June through December 2019. We also received a copy of the Stanilla, Siegel and Maser Independent Accountant’s Compilation Report to the Board of Directors for FASP as of September 30, 2019. Mayor Capello discussed with the 2 FASP representatives the implementation of the recommendations made by their CPA, as soon as possible. They are going to set up three additional accounts for miscellaneous receipts, normal billing, and delinquent payers. These separate accounts are to assist with tracking purposes.

Release of FASP Contribution (con't)

Mgr Grumbine asked that the Board authorize the release of North Lebanon Township's contribution in March. Our 2020 contribution is \$45,716, which is \$4 x our population (2010 census) of 11,429.

MOTION was made and seconded to release the 2020 Contribution to FASP in March in the amount of \$45,716. Motion unanimously approved.

J.) Non-Emergency Activities – GLFC & Ebenezer Fire Co.

We have received non-emergency events from:

Glenn Lebanon: March 7 – Appreciation Dinner, April 4 – Spaghetti Dinner

Ebenezer: March 14 – Assisting Ebenezer cemetery on burning the wreaths from “Wreaths across America”.

MOTION was made and seconded to approve the non-emergency events listed above for Glenn-Lebanon and Ebenezer Fire Companies. Motion unanimously approved.

K.) O&M Agreement—Trailhead at N 25th St/ Hanford Dr

Mgr Grumbine received the Stormwater Management Best Management Practices (BMP) Operation and Maintenance (O&M) Agreement from the Lebanon County Commissioners for the LVRT Phase 7 (trailhead at N 25th Street/Hanford Dr.) The Agreement is for the ongoing maintenance responsibility by the County for the dry basin installed to meet the stormwater regulations. Following Board approval, the agreement will be recorded for the County to close their NPDES permit for this project with the Conservation District.

MOTION was made and seconded to approve the BMP, O&M Agreement for the Lebanon County Commissioners LVRT Phase 7 project at N 25th Street/Hanford Drive. Motion unanimously approved.

L.) Fees in Lieu of Review

Last week, we met with Dan Cannistraci and Steve Sherk to follow-up on a workshop we attended with DCNR on C2P2 for improvements at Lion's Lake. During the meeting, we discussed our Park & Rec “Fees in Lieu Of” amount of \$1250/unit and discussed that it has been a long time since we reviewed the calculations and that we are low in comparison to other municipalities in Lebanon County. Steckbeck Engineering has provided us with an estimate of \$1500 to perform the calculations to determine what our Park & Rec fee should be for future residential development. The Township does have a Parks, Recreation, and Open Space Plan that was adopted December 3, 2007 (Res #28-2007) by the Supervisors.

MOTION was made and seconded to authorize Steve Sherk, Steckbeck Engineering to perform the required calculation to determine the Park & Rec Fee for North Lebanon Township to present to the Board. Motion unanimously approved.

M.) Pertinent Matters

1.) Stormwater Consortium Update.

Meeting is tomorrow, Tuesday, February 18th at 10:00 a.m., on Mifflin Street.

2.) 2019 LCPD Zoning Administration Report

We received the 2019 Annual Zoning Administration Report from the LCPD. A total of 224 permits were issued for the Township. Of that total, 36 were for single-family dwellings and 14 were for Commercial/Industrial Construction. The total building value of all permits was \$20,491,000. A chart listing the data from past years, as a comparison, has been provided for the Board.

3.) RSFC – 2019 Year-End Report

Allen Firestine, Chief of Rural Security Fire Company has provided us with a Year-End Report for 2019. The report provides very detailed information on their incidents with an analysis by type of incidents, (false alarms, fires, rescue & EMS, Haz-Mat, Good Intent, Service) time of day, day of the week, and average number of firefighters per incident. He also provided us with details for all Major Incidents. The report also provides the number of times each apparatus was used at the scene of an incident.

4.) Wellness Grant

Asst Mgr Lori Books has put together an application for a wellness grant. Each year the Safety Committee applies for a wellness grant from our insurance provider and are asking the board for approval. Mgr Grumbine reviewed the items being requested on the Grant with the Board.

Motion was made and seconded to submit the wellness grant to our Benecon health insurance company. Motion unanimously approved.

SOLICITOR’S REPORT; Atty Amy Leonard -- Henry & Beaver

A.) Storage Units Regs-Text Amendment in C1 District- Authorize Ad

Solicitor Leonard asked the Board to authorize publication of advertisement for the zoning ordinance amendment of storage units in C1 District. She would like to schedule the public hearing on April 20, 2020 at the Board of Supervisors Meeting.

MOTION was made and seconded to approve advertisement of the public hearing for the storage unit regulations to be added to the C-1 District. Motion unanimously carried.

B.) Floodplain Management Regulations Ordinance

Solicitor Leonard requested the Board to authorize publication of advertisement for the floodplain management ordinance. We are required by the state to implement new regulations. If we do not comply, flood insurance would not be available, no grants or loans from FEMA would be given, no conventional mortgages, etc. for any of our flood plain areas. The state will assist with amendments for us to comply and cost will be very minimal. Our floodplain area has had some minor changes and those residents will be notified.

MOTION was made and seconded to approved advertisement of the floodplain ordinance, and for hearing to take place on April 20,2020 at the board of supervisors meeting. Motion unanimously carried.

C.) Police Pension Plan Document Change-Adv Ordinance

Solicitor Leonard requested approval to advertise the ordinance for the changes to the Police Pension Plan as a result of January 1,2020 Police contract. Sol Leonard suggested having the public hearing take place at the March 16, 2020 Board of Supervisors meeting.

MOTION was made and seconded to authorize Solicitor Leonard to advertise the police pension ordinance, and for the hearing to take place at the March 16, 2020 Supervisors' meeting. Motion unanimously carried.

D.) Pertinent Matters

Sol Leonard had no additional items to discuss.

COMMENTS FROM BOARD MEMBERS

Treasurer Arden reported on projects the highway crew has been working on this winter. They have made huge modifications on the sifter donated to us a few years ago. They have trimmed back trees in residential areas, so our trucks won't hit them. Also, they have upgraded streetlights in developments to LED bulbs.

With no further business to discuss, meeting adjourned.

Respectfully Submitted,

Theresa L. George
Recording Secretary