

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
MARCH 16, 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:

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

Also, in attendance was Josh Weaber, Chrisland Engineering and several other members of the public. The meeting was called to order and the pledge to the flag was made.

LIFESAVING AWARD – Chm Miller

Chm Miller recognized Sgt Duane Koons for his response to a life-threatening call. Sgt Koons was able to intercede and perform the necessary services to save the individual's life. The Board and Mgr Grumbine all thanked Sgt Koons for his quick response and dedication to duty. A life-saving pin was given to Sgt Koons to wear on his uniform.

20-YEAR SERVICE AWARD – Chm Miller

Also honored was Officer Greg Behney for his 20 years of service as a member of the NLT Police Dept. The Supervisors and Mgr Grumbine thanked Off Behney for his years of service to the residents of North Lebanon Twp. Off Behney was given a 20-yr pin to wear on his uniform in recognition of his 20 years of service.

OFFICER OF YEAR AWARD – Presented by Roger Hostetter, Lebanon VFW

Roger Hostetter, of the Lebanon VFW, explained the process used to appoint The Officer of the Year Award. This year Chf Easter recommended Officer Nelson Sweigart as a nominee. It was then agreed by all involved Officer Sweigart has earned this honor. The Supervisors, Mgr Grumbine and Chf Easter all congratulated Officer Sweigart on receiving the Officer of the Year Award.

The public applauded and congratulated all the Police Officers receiving their various awards.

FIRE POLICE APPOINTMENT

Chm Miller asked Jason Lopert to step forward. Jason repeated the Oath to become a member of the NLT Fire Police and was presented with a pin to wear for identification. The Supervisors thanked Jason for volunteering to serve for the safety of NL Twp.

7:15 PM PUBLIC HEARING – Ord 1-2020 Amendment to the Police Pension Plan; Sol Leonard

Sol Leonard opened the Public Hearing by explaining the authorized advertising which had occurred at the 2/17/2020 Board of Supervisors meeting and advertisement being published in the Lebanon Daily News on 3/03/2020.

Ord 1-2020 Amendment to the Police Pension Plan (con't)

The Ordinance outlines amendments to the existing Police Pension Plan and would be in accordance with the new Police contract. These Amendments will be effective for any officers hired on and after 1/01/2020. The Amendments are in reference to deferred compensation and early retirement options for the Officers. Sol Leonard asked for any questions that the Supervisors might have regarding Ord 1-2020. There were no questions from the public. The Board indicated they had no questions.

Public Hearing Ended

MOTION was made and seconded to adopt Ord 1-2020 Amending the Police Pension Plan for North Lebanon Twp. Motion unanimously carried.

COMMENTS FROM THE PUBLIC**A.) Kapp/Batz Revised Subdivision Plan**

During the Jan 20th Board meeting a Subd plan for Batz/ Kapp had received approval for a 1.97-acre lot containing the existing single-family dwelling and detached accessory building (836 Kimmerlings Rd). The residual lands will result in 7.356 acres after conveyance and will remain as vacant land. While preparing the deed, the surveyor noticed an error on one of the measurements. This plan is correcting that error for a Final Subdivision Plan to be re-recorded. LCPD and the NLT Planning Comm are recommending approval of this plan.

MOTION: Motion was made and seconded to approve the revised Subdivision Plan for Batz/Kapp Subdivision Plan. Motion unanimously approved.

B.) Manna Foods Land Development Plan

This plan shows the construction of a parking lot expansion along the southside of the existing building and an underground stormwater management system. The Planning Comm reviewed the plan at their 3/09/2020 meeting and have recommended approval contingent on the remaining items on the County Engineer's comments being completed prior to the Supervisors' meeting. Rick Bolt, County Engineer, has now signed off on this plan and LCPD has provided a clean letter recommending approving the plan.

Josh Weaber was present to answer any questions and/or comments.

MOTION was made and seconded for approval of the Manna Foods Land Dev Plan. Motion unanimously carried.

C.) Mapledale Estates Development Preliminary Subd/Land Dev Plan – Gerald Musser

This proposed development is located on the north side of E Maple St to the east of the intersection with N 8th Ave. The plan proposes the construction of 38 single-family residential lots, stormwater management facilities and other associated site improvements. The lots will be serviced by public water and public sewer. The Planning Comm and LCPD have recommended approval for the plan. The Municipal Authority has approved the design for sewer services.

Mgr Grumbine reported the NPDES approval has not been received from DEP as of this time. Musser is aware any work started will be his responsibility. The Board is being asked to approve the Preliminary Plan, Park & Rec Agreement and Sewage Facilities Planning Module Exemption Request. Gerald Musser was present to answer any comments or questions.

MOTION was made and seconded to approve the Preliminary Subdivision/Land Dev Plan for Mapledale Estates along with the Park & Rec Agreement and the Sewage Facilities Planning Module Exemption. Motion unanimously carried.

D.) COVID 19 – Essential versus Non-Essential

Bruce Sattazahn questioned what the Twp has determined in view of the Gov's announcement regarding essential and non-essential offices being open for business. He asked what considerations are being discussed for the Twp employees and their safety.

Chm Miller stated that the closing of the office or not closing was discussed. The office will be closed to the public. A limited office staff will be working, and the public is being instructed to place business items in the Twp drop box. The website also contains information for the public to access. Mgr Grumbine spoke about some of the precautions already in place. Sol Leonard mentioned the frequent information communications received from PSATS regarding all the latest updates with this ever-changing subject. She also mentioned a webinar that is being offered tomorrow morning, about the COVID19 pandemic, that she and Mgr Grumbine will be viewing from their respective offices.

REVIEW OF STORMWATER CREDIT APPLICATIONS/ BMP O&M Agreements

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

A.) 948 Snapdragon Court – SW Fee Credit Application

The office received a SW Fee Credit Application from 948 Snapdragon Court. Dan Cannistraci has reviewed and recommended denial of the credit, as the property does not contain the entirety of a stormwater BMP and is therefore not eligible for a credit, The picture of the vegetated swale submitted shows the swale is located on property owned by Landmark Homes.

MOTION was made and seconded to deny the Fee Credit application for 948 Snapdragon Court as the pictured swale is not located entirely on this property. Motion unanimously carried.

B.) 943 Snapdragon Court – SW Fee Credit Application

The office received a Fee Credit Application from 943 Snapdragon Court. Dan Cannistraci reviewed the application and recommended denial of the credit application as this property does not contain a stormwater BMP and is therefore not eligible for a credit.

MOTION is made and seconded to deny the Fee Credit Application submitted by 943 Snapdragon Court. Motion unanimously carried.

APPROVAL OF MINUTES

The meeting minutes from the 2/17/2020 Supervisors meeting minutes are ready for action.

MOTION was made and seconded to approve the 2/17/2020 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 – Don Steiner Jr – Weavertown Fire Co**A.) Monthly Report – February 2020**

Chf Steiner reported on 3 of the 4 volunteer Fire Companies activities for the month of February. There was a total of 32 calls for service with a total of 73.75 manhours logged. 3 trainings were attended with a total of 43 manhours. Glenn-Lebanon has not provided their log for the month of February and when Chf Steiner receives the info he will provide to the Twp office.

B.) COVID 19 Responses

Chf Steiner reported to the Board the 4 Fire Companies are trying to stay informed as to what their actions should be when a situation is presented regarding the COVID 19 virus. He said the Chiefs are communicating via emails and text messages as to how they plan to respond.

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

Chf Easter reported on the calls for service for the month of February. There was a total of 473 Police/Citizen contacts in February and a total of 7,732 miles were driven on patrol.

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

The Board received a written Code Enforcement report from John Brenner and Officer Haase.

C.) Removal of Brenda Oves from Fire Police Roster

Chf Easter provided information to the Board for the removal of Brenda Oves from the Fire Police Roster. After some discussion the Supervisors all indicated their agreement to remove Brenda Oves from the NLT Fire Police Roster.

D.) Bikes for Donation to Marine Corps Toys-for-Tots Program per Resolution 8-2000

Chf Easter requested approval from the Supervisors to release the inventory of bikes to the Marine Corps Toys-for-Tots Program per Resolution 8-2000.

MOTION was made and seconded to approve the release of the bike inventory to the Marine Corps Toys-for-Tots Program, per Resolution 8-2000. Motion unanimously carried.

TOWNSHIP MANAGERS REPORT – Cheri Grumbine, Twp Manager**A.) Bid Opening; Review and Award for Bid-Fuel & Paving**

Mgr Grumbine told the Board bids had been opened on March 11th for fuel and the paving projects for the 2020 year.

Fuel Bids: The lowest responsible bidder for fuel was Meyer Oil at 1.395/gal (less taxes) and .03/gal winter additive totaling \$13,950.

MOTION: was made and seconded to award the 2020 fuel bid to Meyer Oil for a total bid of \$13,950 as mentioned above. Motion unanimously carried.

Paving Bids: The lowest bidder for paving was Pennsy Supply for a total bid of \$187,669.46.

2020 Paving Projects: Quarry Rd – Grace Ave to Twp Line

Old Ebenezer Rd – East and West side of St Rte 72 N

Poplar Ln – West of Greenwood Dr, (distance of 850')

N 8th Ave – N 7th St to Marcon Dr

MOTION was made and seconded to award low bidder Pennsy Supply the 2020 Paving Bids in the amount of \$187,669.46 for the above-mentioned paving projects. Motion unanimously carried.

B.) Review of Bids for New Above-Ground Fueling Station

The electronic bid site of PennBid was used for the above ground fueling station. Advertising had been completed in Lebanon Daily News for potential bidders referring them to the PennBid site. This site assists bidders to download the documents, ask questions on-line with responses posted on-line for everyone to view and list addendums. The bids are opened electronically at the specified time (3/12 @ 9am). The township and our engineer download the bids after the opening to review. Scott Rights, SESI, was asked to review the bids, and provide a recommendation to the Board. There were 2 bids received:

<u>BASE BID</u>	<u>ALT BID</u>	<u>TOTAL BID</u>	<u>BIDDER</u>
\$122,600	\$47,600	\$170,200	Comstock Environmental Svcs, LL
\$143,000	\$33,500	\$176,500	Hafer Petroleum Equipment

After some discussion Chm Miller suggested the issue of the fueling station be tabled. Suv Brensinger said he is not in favor of tabling this issue. However, he will agree, if it is agreed action will be taken at the April meeting. All agreed to Suv Brensinger's suggestion.

C.) Park & Rec Items from Feb/March Meetings

There are several items the Park & Rec Board have referred to the Supervisors.

- Weavertown Fire Co has requested the waiving of the rental fee for the full-service pavilion at Community Park for their annual appreciation BBQ on Sept 13, 2020. This fee had been waived in 2019 and the Park & Rec Board is recommending the waiver for 2020.

MOTION was made and seconded to approve waiving of pavilion rental fee for Weavertown Fire Co on Sept 13. Motion unanimously carried.

- The Lebanon Valley Disc Golf Club requested permission to install a lost disc box at the golf course located at Lenni Lenape. The Club would install, manage, maintain and empty the box. The box would be installed on a pre-existing post near Hole #1 or near the parking lot. These boxes have proved to be invaluable on the disc golf courses to help players retrieve their lost discs. The Park & Rec Board is recommending approval for this request.

MOTION was made and seconded to approve Lebanon Valley Disc Club installation of lost disc box at Lenni Lenape. Motion unanimously carried.

- Previously the Supervisors had tabled a request from the Ebenezer Cheerleading Squad regarding reserving the field from June through October. The girls would like to use the storage area for their uniforms and equipment. There will not be any competitions held and practices are scheduled for Tuesday and Thursday evenings 6-8 pm. The Park & Rec Board has recommended reducing the annual fee to \$300 instead of the \$500 fee for the Ebenezer Cheerleading Squad.

MOTION was made and seconded to approve a reduction to \$300 for the Ebenezer Cheerleading Squad for the 2020 season as well as hold practices and use of the storage area as requested. Motion unanimously carried.

D.) Probably Maximum Precipitation Rainfall Values

Mgr Grumbine reported she had been contacted by Dan Cannistraci, SESI, regarding Lion's Lake. A study has been completed by DEP that updates Probable Maximum Precipitation (PMP) rainfall values which are used in design and analysis of dams. Changes to PMP would impact the approved Dam Breach Analysis as well as various dam projects including the berm along Jay St. Steckbeck Engineering staff has reviewed DEP's study and have generated a rainfall distribution based on the study. The existing dam breach analysis and berm project used the 6-hour Probable Maximum Precipitation, of "PMP 6". The new rainfall value for PMP 6 is 23.99" which is a decrease from the old value of 26.75".

DEP is giving the dam owners the option to either re-analyze their dam studies using the new PMP values or stick with the old, slightly higher values. Due to the change not being significant, Dan believes the effect on the current dam analysis would be minimal. The best that could happen is a few inches eliminated from the berm height if the new PMP values were to be utilized. The cost of re-doing an analysis would not be worth the few inches of berm height and therefore recommends that the Twp not change the existing dam breach analysis and berm plans.

MOTION was made and seconded to maintain the current Dam Analysis as it exists and make no changes, as per Dan Cannistraci's recommendation. Motion unanimously carried.

E.) Res 9-2020; DCNR Grant Application

As part of the Grant application packet to DCNR for improvements to Lion's Lake Park, a Resolution must be included. Res 9-2020 is being presented to the Board for action. The content of the Resolution was read.

MOTION was made and seconded to adopt Resolution 9-2020 as part of the DCNR grant application for Lion's Lake improvements. Motion unanimously carried.

F.) Pertinent Matters

1.) Stormwater Consortium Update – the meeting scheduled for 3/17/2020 has been cancelled due to COVID 19 mandates.

2.) Transportation Impact Study The (TIS) for 1625 Heilmandale Rd has been received by the Twp, LCPD and PADOT as prepared for Transwestern Development Company. No Land Development Plan has been submitted at this time. The study states "the purpose of the TIS is to review vehicular traffic impacts, because of the proposed 1625 Heilmandale Rd Warehouse development project. The objectives of the study were:

- To estimate trip generation and distribution for the proposed development
- To perform intersection capacity analyses for the identified study area
- To determine the potential traffic impacts of the proposed development; and
- To develop recommendations for needed roadway and operation improvements to accommodate the proposed development's traffic impacts."

Also stated in the study "As currently envisioned, the proposed project will develop the vacant piece of land to consist of up to 1,300,000 SF warehouse. Since the end user of the warehouse space is not known at this time, Land Use Code 150: Warehousing was utilized to estimate the trip generation for the site."

Transportation Impact Study (con't)

Mgr Grumbine told the Supervisors this is the first step in this process. County Planning has reached out to a traffic planner partner to review the TIS. Within the next few weeks, a meeting will be scheduled to review the contents for a better understanding of the study.

3.) PA Small Water Grant Application has been withdrawn due to unforeseen requirements making this necessary. The application was for the stormwater project along the unopened and vacated Bellview Rd. Steckbeck Engineering will be seeking other funding opportunities on behalf of their client, Bennett Toyota.

SOLICITOR'S REPORT; Atty Amy Leonard -- Henry & Beaver**A.) April Ordinance Hearings**

- **Storage Units Regs-Text Amendment in C1 District**
- **Floodplain Management Regs**

Solicitor Leonard reminded the Board there are 2 different public hearings scheduled for the April meeting. Both have been authorized by the Board for advertising.

B.) Burning (Ord 4-2020) and Recycling Ordinance (Ord 5-2020) Updates

As the Twp has applied for a Grant, our DEP South Central Regional Recycling Coordinator has indicated some of the language in the Twp's Ordinance must be updated and revised. Atty Leonard is asking the Board to authorize advertising Ord 4-2020, Open Burning regulations and Ord 5-2020, Solid Waste Recycling requirement updates for public hearings to be held during the April Supervisors meeting as well.

MOTION was made and seconded to authorize advertising for proposed Ord 4-2020 and proposed Ord 5-2020 to be held at the April Supervisors meeting. Motion unanimously carried.

C.) Quiet Title Action – 2147 W Maple St

Sol Leonard stated a portion of the property located on the corner of W Maple St and N 22nd St has been requested for a Quiet Title Action. The area is a dead-end public alley which has never been opened or utilized by the Twp. The Twp is being asked to authorize Sol Leonard to complete the requested Quiet Title Action to the area.

Suv Brensinger asked if this is the action an executor for the estate takes to market the property? Sol Leonard agreed it will allow the property to be advertised and researched without any flags coming up during the marketing/selling process.

MOTION was made and seconded to authorize Sol Leonard moving forward with the Quiet Title Action request for 2147 W Maple St. Motion unanimously carried.

COMMENTS FROM BOARD MEMBERS**A.) Zimmerman - Ashton Dr Handicap Parking Sign**

Suv Brensinger mentioned this request had been made during the last meeting. He said he visited the property to get a visual of what Mr. Zimmerman had been talking about during his request. Due to the design of the house and the area, Suv Brensinger said the only option for this couple is to post the street in front of their house with a handicap sign. Suv Brensinger stated he did speak to Mr. Zimmerman and tell him even with the sign posted, anyone with a handicap plaque would be able to park in the location without consequences. Suv Brensinger said the Twp stance on this is that the property owner assumes the cost of the sign and the Twp installs the sign at no charge.

Zimmerman - Ashton Dr Handicap Parking Sign (con't)

Suv Brensinger spoke to Chf Easter about a situation that happened recently with a placard sign in front of a residence. One of the Officers refused to recognize the posted sign. A non-placarded vehicle was parked in the identified handicap space. Suv Brensinger asked Chf Easter to confirm these postings are enforceable as far as non-placarded vehicles. Chf Easter confirmed Suv Brensinger's remarks are correct and a parking ticket can be issued. Chf Easter recommended painting the curb blue to identify the area.

MOTION was made and seconded to approve the posting of a handicap sign for the Zimmerman property as well as painting the curb blue. Motion unanimously carried.

B.) Suv Brensinger – First Responders

Suv Brensinger remarked on the ever-changing conditions we are facing right now with the COVID 19 virus. He would like to commend the first responders as they continue with their duties and calls for service.

C.) Suv Miller – Awards Presented

Suv Miller commended the Officers who received awards this evening. He feels it is an example of the exemplary Police Dept North Lebanon has in place.

With no further business to discuss, meeting adjourned.

Respectfully Submitted,

Theresa L. George
Recording Secretary