

**MINUTES  
NORTH LEBANON TOWNSHIP  
BOARD OF SUPERVISORS  
JUNE 15, 2020**

Due to COVID19 restrictions, the meeting was held electronically through Zoom application via telephone, internet, and in meeting attendance.

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:

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

Also, in attendance via Zoom were Bryan Pelfrey of Weavertown Fire Co., Theresa George, NLT employee and Doug Stump, Lebanon Daily News reporter. There were a few individuals that attended in person. The meeting was called to order and the pledge to the flag was made.

**COMMENTS FROM THE PUBLIC**

**A.) Weaver/Creter Lot Addition Plan -Tunnel Hill Rd**

The proposed project is located at 3002 Tunnel Hill Road and 2934 Tunnel Hill Road. The plan proposes a lot addition (Lot Addition A) containing 2.5163 acres from lands owned by Weaver to the lands owned by Creter. No building is being proposed at this time, strictly just a lot addition. Legal descriptions have been received.

**MOTION** was made and seconded to approve the plans for the Weaver/Creter Lot Addition Plan. Motion unanimously carried.

**B.) Manna Foods Revised Land Development Plan – N 11<sup>th</sup> Ave**

The property is located at 430 N. 11<sup>th</sup> Ave. A plan was previously approved for Manna Foods at the March meeting. However, they requested a change regarding a condensed stone bed footprint, which was increased in depth from 12” to 18”. This is the only change from the previously approved plan. There are no changes to the layout, easements, grading, E&S, etc.

**MOTION** was made and seconded to approve the Manna Foods Revised Land Development Plan. Motion unanimously carried.

**C.) Fathers’ Day Baseball Tournament – Long Ln Waiver & Addendum**

Dwayne Elder was present to request hosting a Father’s Day Baseball Tournament at the Long Lane baseball field. However, since Lebanon Co. has not moved into the “Green” phase they will not have a Father’s Day Tournament. They are requesting permission to hold tournaments when Lebanon Co. does go green. When that happens, restrictions will be in place. Only two spectators per player will be allowed. No bleachers will be available for use. Dwayne agrees to be responsible for maintenance & cleaning at the ballfields.

Discussion about cleaning and sanitizing was held and Dwayne accepted that responsibility as well. All waiver documents must be submitted to Lori and will be the originals.

Supervisor Snook questioned how many teams would be present and Dwayne responded 4 to 6 a day.

**MOTION** was made and seconded to approve future Tournaments at the Long Lane fields contingent on Lebanon Co. being placed into the “Green” phase and all documents being submitted to the Township. Motion unanimously carried.

#### **D.) Petition to play Pickle Ball**

Virginia Witmer – 908 Sweetbay Lane – due to the June Parks & Recreation Meeting being cancelled she attended BOS meeting to broach this subject of a pickle ball court. She appreciated that NLT removed excess dirt & debris from the court area as requested. An individual has purchased a portable net to be used. If redesigned, the current tennis court could accommodate 2 to 3 pickle ball courts. She told the BOS that a new net would have to be purchased.

Preston Darkes – attended BOS meeting and stated cost of a new tennis net would be approximately \$200.00. He is not sure what the smaller pickle ball net would cost.

Supervisor Brensinger questioned whether tennis courts should be kept or eliminated. He felt the tennis court should remain. Virginia stated one tennis court could be maintained and create 2 pickle ball courts with portable nets. Lines would need to be painted on courts. Supervisor Brensinger stated that the Supervisors will need to rethink this area after discussion with the Park & Rec. Board.

**MOTION** was made and seconded to purchase one tennis net for the facility and have lines repainted to accommodate pickleball in addition to tennis. Motion unanimously carried.

#### **Public Hearing – Ord 6-2020 – Solicitor Amy Leonard**

##### **Ord 6-2020 – Park & Rec**

Solicitor Leonard stated the Board will be reviewing and asked to act on Ord. 6-2020. Ord. 6-2020 amends Chapter 16 and establishes a minimum area of land to be dedicated for park recreation or open space and revises the requirements for payment of Fee In Lieu of dedication of park & recreation or open space land. This Ordinance was approved for advertisement on May 18, 2020 and the notice of public hearing and intent to take action on the Ordinance was published on June 1, 2020. Steckbeck Engineering & Surveying produced a study on May 15, 2020. Recommendation was for 0.03 acres to be dedicated per lot/dwelling unit with a minimum of 2 acres being required. Recommendation was also made to eliminate a provision that permitted a Fee In Lieu of dedication to be paid only if there were 10 or fewer lots or dwelling units proposed. Note: There have been no updates to regulations for 15-20 years.

At this time Solicitor Leonard opened the meeting for public comment, which there were none.

**MOTION** was made and seconded to adopt Ord. 6-2020. Motion unanimously carried.

**Res 14-2020 – Associated Land Dedication**

Res. 14-2020 provides minimum acreage and reaffirms the Fee In Lieu of fees that was set at the May meeting under Res. 12-2020.

**MOTION** was made and seconded to adopt Res. 14-2020. Motion unanimously carried.

**APPROVAL OF MINUTES**

The meeting minutes from the 5/18/2020 Supervisors meeting are ready for action.

**MOTION** was made and seconded to approve the 5/18/2020 Supervisors meeting. 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.

**REVIEW OF STORMWATER CREDIT APPLICATIONS/ BMP O&M Agreements**

None to review this evening.

**FIRE CHIEF’S REPORT – Bryan Pelfrey – Weavertown Fire Co (via ZOOM option)**

A.) Discussed numbers of calls for the month, personnel man hours, training hours, and number of trainees for the month.

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

Chief Easter read the report on various calls for service for the month of May. There was a total of 9,619 miles reported for patrol.

Several letters were received complimenting the North Lebanon Township Police Department’s participation during the Protest in Lebanon City on June 4, 2020.

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

The Board received a written report on Code Enforcement from Brenner & Haase.

**TOWNSHIP MANAGERS REPORT – Cheri Grumbine, Twp Manager****A.) Non-Emergency Activity – Weavertown Fire Co**

Manager Grumbine informed the BOS that we received a non-emergency activity request from Weavertown Fire Company regarding the Make-A-Wish Truck Convoy on 08/16/2020.

**MOTION** was made and seconded to approve the Weavertown Fire Co. participating in the Make-A-Wish Truck Convoy on August 16, 2020. Motion unanimously carried.

**B.) Tree and Bench Dedication at Lenni Lenape Park – Faye Frantz**

The township received a tree & bench dedication agreement for Lenni Lenape Park. The BOS is being asked to approve both agreements.

**MOTION** was made and seconded to approve the Tree (#10) and Bench (#4) Dedication at Lenni Lenape Park. Motion unanimously carried.

**C.) Sue Ellen Bowman – AG Security Addition**

Petition received from Sue Bowman for the right-of-way section (aka Charlotte St.) located through her property. The right-of-way that was officially abandoned as part of the Project Oak LDP and consists of 1.47 acres was previously excluded from the ASA. Sue is requesting this portion of their family farm now be included in the Township's ASA program, so this land area can also be included with their existing preserved farm. Their intention is to return this strip of ground to agricultural use.

Solicitor Leonard explained, to allow for automatic inclusion, a 180-day waiting period is required. At the end of 180 days, the land is automatically included with no further action from the township. Following the deemed approval, she will work with Manager Grumbine and file the required documents and notify LCPD, our PC and the Pa Secretary of Ag.

**MOTION** was made and seconded to have Township Manager take no further action and allow the 180-day period to pass. Motion was unanimously approved.

**D.) Pertinent Matters**

- 1.) SW Consortium Next Meeting – June 16 @ 10:00am; Zoom link is on NLT website
- 2.) ZHB Hearings – Notification from County Planning was received that cases are to resume and have been scheduled for June 23, 2020.
- 3.) 2019 Keystone Collections Audit – Keystone Collections Group is the County-wide collector of EIT revenue. The audit was performed for compliance with the provisions described within PA Act 32 of 2008 for the year ended 12/13/2019. A copy was provided to each Board member.
- 4.) 2019 Township Audit from BSSF – We have also received the 2019 All Funds Audit for the Township for the year ended 12/31/2019. A copy of this audit was provided to each Board member. If any questions, or if the Board prefers attendance at a subsequent Board meeting by a BSSF representative, Mgr. Grumbine will arrange.
- 5.) Signing of 2 letters - One to Scott Lehman, Municipal Service Rep. at PADOT and one to Mr. Malik, Highway Occp. Mgr. at PADOT.

Manager Grumbine informed the Board that she received an email from Jeff Steckbeck asking the Board to consider sending a letter to Scott Lehman and Mazhar Malik at PaDOT requesting the use of County/Township Liquid Fuels monies to pay for a portion of the Route 422 drainage project being constructed by Bennett. The HOP permit is in the name of North Lebanon Township and North Cornwall Township. Mgr. Grumbine provided the Board with a copy of the 2 letters drafted by Mr. Steckbeck and placed on township letterhead. An email from Jon Fitzkee was also provided to the Board. Manager Grumbine stated she has concerns on how this would work because of being a private contractor hired by Bennett but the project is especially important for the area due to flooding.

Supervisor Brensinger would like to look at getting some funding for Bennett Site and agrees this has been a flooding problem area. Chm Miller states no objection from the BOS regarding the letters. This project will probably alleviate most of the existing problems in this area.

The Board agreed that Mgr. Grumbine should forward the letters to both PaDOT employees.

### **SOLICITOR’S REPORT; Solicitor Amy Leonard -- Henry & Beaver**

#### **A.) Rebecca Alley Research – South of New St.**

At the direction of the BOS, Solicitor Leonard completed research on Rebecca Alley; no clear documentation indicates that Township ever owned or maintained the alley. This alley would not be eligible for liquid fuels funding because of the buildings on both sides of the alley making it impossible to obtain the necessary width. The NLTMA has a sewer main in Rebecca Alley through to Perry Street. The sewer main may make a difference in BOS decision to have some maintenance done to alley. Supervisor Brensinger asked Solicitor Leonard to contact the affected homeowners in area to see their feelings about granting easement. Solicitor Leonard stated NLT MA directed her to obtain any easements to protect the utility that is in alley. Supervisor Brensinger agreed we need to get the easement.

The Supervisors were in agreement with Solicitor Leonard contacting affected property owners about getting easement in exchange for limited maintenance of the alley.

#### **B.) Bennett Toyota Waiver**

There was a request through County Planning for a design modification on the downspouts at the Bennett Toyota site. The reason it is going through these formalities is because it is an element of the recorded land development plan. It appears that they could have used an alternate design from the start but for some reason the engineer designed as shown on the plan. The Bennett Group has offered a waiver and release for any issues related to the revised design. The County Solicitor and Solicitor Leonard have had discussions on the waiver and are proposing some changed language. Overall, there is no issue with the design modification. Atty. Leonard suggested that any approval of the modification waiver document be contingent on her approval for the final form.

**MOTION** was made and seconded to approve the Bennett Toyota waiver contingent upon the Township’s Solicitor approval of the legal document. Motion unanimously carried.

#### **C.) HDC Financing – Deer Lake Apts**

There is a company that is interested in acquiring and rehabilitating Deer Lake Apartments. The financing would be a bond issue through the Redevelopment Authority of the County of Lancaster. They are also acquiring and rehabilitating other projects, but Deer Lake Apartment is the only one located in the Township. The only reason it effects the Board is there is a provision in the IRS Code that states the host municipality of the project needs to approve the project. It is only a formality, as there is no financial implication, nor credit effect to the township, nor are we indicating we support the project or the financing. The Township’s approval does not give them approval to circumvent any permitting.

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The Group will have to hold a hearing to finance the project. The hearing will be scheduled as a Zoom hearing. Following the public hearing the Board will be provided with information about any public comments received and then will be asked to adopt a Resolution, indicating Board approval of the project. This will most likely happen at the Board's July meeting. No action is required by the Board at this time.

**COMMENTS FROM BOARD MEMBERS**

A.) Supervisor Snook & Chm Miller stated compliments NLT police department received are well deserved and is a reflection of their leadership by Chief Easter. Chm Miller read letters sent from Mayor Capello & Todd Breiner commending participation and professionalism of the NLT police department during the protest in the City.

With no further business to discuss, meeting adjourned at 7:59 p.m.

Respectfully Submitted,

Heather M. Wenrich  
Recording Secretary