

**MINUTES**  
**NORTH LEBANON TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**July 19 , 2021**

Due to the Conditional Use Hearing held at 6:00 PM, the regularly scheduled meeting of the North Lebanon Township Board of Supervisors did not start until 7:32 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
	Amy B. Leonard	Henry & Beaver LLP
	Cheri Grumbine	Township Manager
Absent:	Harold Easter	Chief of Police

Also, present was Erika Sheibley, Recording Secretary, Donald Steiner with Weavertown Fire Company, Lee Spencer with Ebenezer Fire Company, Doug Stump, *Lebanon Daily News* reporter, and Patrick Miller with Lester the grey horn owl to talk about wildlife education.

The meeting was called to order and the pledge to the flag was made.

**COMMENTS FROM THE PUBLIC**

**A.) Patrick Miller 1415 Sandhill Road – Wildlife Education**

Patrick Miller lives at 1415 Sandhill Road (R-2 Zoning District). Patrick started his career at the Hershey Zoo. He also participated in providing wildlife education, working with Jack Hubley in the past. He was working towards branching out and creating his own company to provide Wildlife Education when COVID19 hit. During CV19, he was approached about any interest in taking over an established business when they retire. He is now looking at going that direction. However, before he agrees, he wants to make sure he is within the regulations of North Lebanon Township.

Patrick Miller introduced a grey horn owl by the name of Lester that he brought along tonight. He also has 2 redtail hawks, peregrine falcons, black rat snakes and a box turtle. All his animals are native to Pennsylvania that he uses for his wildlife education. He has no exotic animals.

Patrick Miller states that he is required to have a special homeowner's policy along with a million-dollar liability insurance policy in order to house and show these animals. He also stated that if the Township would issue him a License that the Township in no way is responsible for any incidents involving the animals.

Township Manager Cheri Grumbine previously provided the Board with a copy of the Ordinance, Chapter 2, Part 1--Keeping of Certain Animals. Solicitor Leonard stated that registration is required with the North Lebanon Township Police Department prior to the person bringing any wild animals to the property. (1.G) The permit is to be issued by the Police Department, which must be renewed annually. The owner shall pay to North Lebanon Township the inspection and permit fees as established by Resolution of the Board of Supervisors.

Patrick Miller only works with Pa native species and would need to keep them inside at his home. No animals will be kept outside. Currently they are kept in Lancaster. He would be licensed and inspected by the State and Federal Government agencies at his home to make sure he is properly housing them.

Solicitor Leonard went through the definition section of the ordinance to determine the type of animals maintained by Mr. Miller. He agreed that they would most closely fit under the “Wild Animal” definition, being bird, fowl, reptiles, and snakes. Solicitor Leonard next reviewed Section 102(1) and it was determined that paragraphs (C) through (H) would apply to Mr. Miller and would recommend that they be included in the application along with a hold harmless clause and other legal protection for the township.

To pursue his permit/license with the state, Mr. Miller needs a letter from the township Board, signed by two officials, stating the Board is okay with his housing these native species at his property on Sandhill Road. Currently they are maintained at Refreshing Mountain in Clay Township, and he has letters from them, although slightly different.

The Board verbally stated their willingness to work through the required paperwork for Patrick Miller to keep some of the animals at his property and directed Solicitor Leonard to prepare an Application and License in accordance with Chapter 2, Part 1 Keeping Certain Animals. She agreed to reach out to Patrick Miller if she had any questions. The Board indicated that they could approve the document at their August meeting.

**B.) 891 Kathleen Street Land Dev Plan (Stormwater) for Existing Lot of Record.**

The property of 891 Kathleen Street is an existing lot of record that is now being proposed for construction of a single-family dwelling with an access driveway onto Ninth Street and stormwater management structures and features. The property will be serviced with connections to public water and public sewer. The NLTMA has approved the sewer extension for this project and both the Township PC and LCPD are recommending approval by the Board.

This plan does not have to pay any Park and Rec fees because it is an Existing Lot of Record.

**MOTION** was made and seconded to approve the Land Development Plan for 891 Kathleen Street, Stormwater BMP O&M Agreement for 891 Kathleen Street, the Final Land Development Improvements Agreement for Daniel E. Martin with \$5,000 Escrow posted, which includes a requirement for a Street Cut Permit to be obtained and bond provided to the township prior to work commencing on Ninth Street (sewer extension work), and the posting of the required financial security with LCPD. Motion unanimously carried.

**C.) Gary/Patricia Marks Final Subdivision Plan**

These properties are located on the west side of Quarry Road just south of the intersection with Jessica Drive at the boundary of North Lebanon and Swatara Townships. The plan proposes multiple lot additions (4). No improvements are proposed as a part of this plan.

The Township Planning Commission members and the Lebanon County Planning Dept. staff are recommending approval. This plan has also been signed off by Swatara Township.

**MOTION** was made and seconded to approve the Final Subdivision (lot addition) Plan for Gary and Patricia Marks on the west side of Quarry Road. Motion unanimously carried.

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

**1.) NONE**

**APPROVAL OF MINUTES**

The meeting minutes from the 6/21/2021 Supervisor’s meeting are ready for action.

**MOTION** was made and seconded to approve the 6/21/2021 Board of Supervisors 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 unanimously carried.

**FIRE CHIEF’S REPORT – Donald Steiner, Chief Weavertown Fire Co**

**A.) Monthly Summary –June 2021 Summary**

The number of calls, responses, trainings, and aid for the month of June for all 4 volunteer fire companies in the Township was reviewed by Chief Steiner.

**CHIEF OF POLICE REPORT – Chief Harold Easter (Absent but provided written report.)**

**A.) Calls for Service.**

Chairman Miller reviewed the report on various calls for service for the month of June. There was a total of 7,320 miles driven for patrol.

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

The Board received a written report on Code Enforcement from John Brenner for the month of June.

**C.) NLT FIRE POLICE ACTIVITY REPORT-JUNE**

Chairman Miller reviewed the North Lebanon Township Fire Police Report for the month of June, as provide beforehand by Chief Easter.

**D.) POLICE ACTIVITY REPORT FOR JUNE – WEST LEBANON TWP.**

Chairman Miller reviewed the highlights of the Police Activity Report for June for police services to West Lebanon Township.

**TOWNSHIP MANAGERS REPORT – Cheri Grumbine, Manager**

**A.) Tree Dedication Agreement- Community Park Tree #12-Janice Ream**

The Township has received a Tree Dedication Agreement for Community Park, Tree #26 with Tina Mongkon of Sun Drive.

**MOTION** was made and seconded to approve the Tree Dedication Agreement with Tina Mongkon for Community Park, Tree #26. Motion unanimously carried.

**Drop-Off Receptacle Site Application- Lebanon Valley Mall**

The Township received an application from National NDRS (Green Education Foundation) for the placement of the drop-off receptacle on the LV Mall (Bosco's) property. The applicant has provided a copy of the lease agreement with the LV Mall to operate the drop-off site. They have paid the \$100 annual application fee and posted the \$500 escrow, as required by Ordinance #2-1994. A Copy of the application and Ordinance was given to the Board to review.

**MOTION** was made and seconded to approve the Drop-Off Receptacle Site Application with National NDRS (Green Education Foundation) located on the LV Mall property. Motion unanimously carried.

**B.) Fee Schedule – Resolution #12-2021**

At the June meeting, the Board was provided with a draft Fee Schedule for 2021 with various recommended changes highlighted in yellow. Manager Grumbine reviewed each of the proposed changes with the Board.

**MOTION** was made and seconded to approve the adopt Resolution #12-2021. Motion unanimously carried.

**C.) PERTINENT MATTERS:****1.) SW Consortium Update**

The Consortium continues to move forward with several projects. Solicitor Leonard has reviewed the Agreement drafted by Steve Sherk for the project on Melody Lane, which should be finalized soon. The next meeting is July 20 at 10:00 a.m. at the Township building.

**2.) Year Ended 2020 Financial Statements**

Manager Grumbine previously distributed the 2020 Financial Statements, as audited by Brown, Shultz, Sheridan, and Fritz (BSSF). If the Board has any questions, Manager Grumbine will invite BSSF to attend an upcoming meeting. There were no questions or comments from the Board.

**3.) Year Ended 2020)Financial Statements**

Manager Grumbine has received the Year Ended 2020 Financial Statements prepared by Boyer & Ritter solely for the use of the Lebanon County Tax Collection Committee for the Tax Officer, Keystone Collections Group. They “did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus. There were no audit adjustments made during the course of the audit”. In addition, “No significant issues arising from the audit were discussed or were the subject of correspondence with the Tax Officer or its management”.

**4.) 2020, 904 Grant Application**

Our Recycling Coordinator, Bonnie Grumbine, has provided the Board with the projected amount for our 2020 tonnage for \$22,461.22. She also provided in her Memo a history of our 904 grant amounts from 2005-present.

**5.) May 22 Incident-Vehicle Accident-EMS Delay and the Jan 1-June 30, FASP Report.**

Manager Grumbine received a response from Gregg Smith, Executive Director of FASP regarding the inquiry into the May 22 incident on the delayed EMS unit that was discussed at the June 21<sup>st</sup> meeting. In addition, Gregg provided Manager Grumbine with a FASP Report for

North Lebanon Township that encompasses January 1 through June 30, 2021, calls and overview. Gregg has indicated that he will continue to provide these types of reports to the Township. He will also attend a regular Board meeting when their financial reports have been completed and again during budget workshops to answer any questions from the Board. A copy of the FASP report is attached to the minutes.

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

**A.) Act 65 (SB554) Posting Meeting Agendas/Votes**

Governor Wolf has signed Senate Bill 554, now Act 65 of 2021, which amends the Sunshine Act to impose new requirements regarding publication and posting of public meeting agendas, and new restrictions on when public bodies may vote at meetings on matters not listed in the published agenda. The amendments require certain steps for public agencies to add things to their agenda that were not previously on the agenda. Solicitor Leonard reviewed the new amendments in detail with the Board of Supervisors. The changes take effect August 29, 2021.

**COMMENTS FROM BOARD MEMBERS**

A.) Supervisor Snook mentioned that the highway crew is working on East Brookfield area/development repairing catch basins. They have repaired 64 basins so far and planning on repairing more.

B.) Supervisor Brensinger mentioned that a tree on 8<sup>th</sup> Ave and Weavertown as it is a sight obstruction. They also plan on removing the rest of the pole at that intersection as well.

**ADD-ON ITEMS IN THE LAST 24 HOURS**

**1.) NONE**

With no further business to discuss, meeting adjourned.

Respectfully Submitted,

Erika Sheibley  
Recording Secretary