

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
September 20 , 2021**

The regularly scheduled meeting of the North Lebanon Township Board of Supervisors commenced at 7:30 PM at the Municipal Building located at 725 Kimmerlings Road, Lebanon, PA with the following people present:

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

Absent:	Ed Brensinger	Vice-Chairman
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Also, present was Erika Sheibley, Recording Secretary, Chief Brian Vragovich with Glenn Lebanon Fire Company, Josh Weaber representing Chrisland Engineering, Skip Garner Executive Director of the GLRA, Doug Stump, *Lebanon Daily News* reporter, and a few members of the public.

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

COMMENTS FROM THE PUBLIC

A.) Skip Garner – GLRA Update

Skip Garner explained to the Board how the new expansion of the GLRA will allow for another 15 to 20 years of operation. Including the transfer of their electronic recycling from North Lebanon Township into Annville Township. They hope to have the expansion project completed by late 2022. Manager Grumbine confirmed receipt of a letter from the GLRA dated August 24th regarding the submission of two application requests to PaDOT to allow construction vehicles to haul materials back and forth across Heilmandale Road from the GLRA’s proposed Heilmandale Expansion Project (south of Heilmandale Road) to the GLRA’s soil stockpiles (north of Heilmandale Road).

B.) GQM Land Development Plan

The GQM (Godshall’s Quality Meats) Land Development Plan is for their current facility located at 1415 Weavertown Road. The plan proposes the demolition of buildings, a building addition, a pole barn, a sewage monitoring building, the relocation of solar panels, parking, access driveway, and stormwater management structures and features.

On May 21, 2021, the ZHB held a hearing on a petition received from GQM. The nine *de minimis* variances were approved by the ZHB and are depicted on this plan as a reference. The building located next to their main entrance across from N 15th Ave is not proposed to be demolished at this time. However, included in their Land Development improvement Agreement there is a future date for this building to be demolished within one year of the completion of their construction project.

The Township received a letter dated September 13, 2021, recommending the approval of this plan for LCPD. Our Planning Commission members also recommended approval at their

September meeting. In addition to the GQM Land Development Plan, the Township also has a signed BMP O&M.

MOTION was made and seconded to approve the GQM Land Development Plan, BMP O&M Agreement, conditionally on receiving a signed Development Improvement Agreement, Escrow, and Indemnification Agreement and to authorize the signing of the M – 950AA PaDOT form. Motion unanimously carried.

C.) Bruce Sattazahn – Weavertown Road – Police Hiring

Bruce Sattazahn voiced his concerns about a tax increase due to the hiring of an additional police officer to bring the total number of police officers from the original 12 to now 13. The additional police officer will only be temporary. When the next police officer retires a new one will not be hired bringing the total number of police officers back down to the original 12.

D.) Bruce Sattazahn- Weavertown Road – Driveway Permits

Bruce Sattazahn voiced his concerns about the lack of penalty for not applying for driveway permits. He suggested the Board discuss the possibility of implementing some type of consequence for those contractors performing work without a permit. Supv. Miller assured Mr. Sattazahn that this subject would be discussed with the township Solicitor.

REVIEW OF STORMWATER CREDIT APPLICATIONS/ BMP O&M Agreements

1.) R Field and Stream - 1775 Weavertown Road, SS Weavertown Road, SS Weavertown Road, and WS Mt. Zion Road (4 Properties)

Manager Grumbine reviewed 4 Stormwater Management Fee Credit applications from R. Field and Stream for the 4 separate tracks they own around their main property at 1575 Weavertown Road. Jake Shaffer, MS4 Coordinator at Steckbeck Engineering is recommending denial of the applications. The reason is that the on-site facilities do not meet the Township's definition of stormwater BMPs (quarry).

MOTION was made and seconded to deny the Stormwater Credit Application for the 4 properties owned by R Field and Stream. Motion unanimously carried.

APPROVAL OF MINUTES

The meeting minutes from the 8/16/2021 Supervisor's meeting are ready for action.

MOTION was made and seconded to approve the 8/16/2021 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 – Brian Vragovich, Chief Glenn Lebanon Fire Co

A.) Monthly Summary – August 2021 Summary

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

B.) Update on 2022 Peirce Saber Fire Engine from GLFC.

Brian Vragovich and Rich Werni from Glenn Lebanon Fire Company provided a copy of the signed contract with Glick Fire Equipment Company, Inc. for the purchase of a 2022 Pierce Saber Engine. Last month the Board approved the signing of the commitment letter needed for their financing. The Township has prepared Resolution #14 – 2021 acknowledging the purchase of their apparatus and equipment in the amount of \$583,583 and the release of \$62,000 from the NLT Fire Company Capital Equipment Fund. The Resolution also addresses the commitment to Glenn Lebanon Fire Company the sum of \$30,000 per year to be used by Glenn Lebanon Fire Company to pay on the loans related to the purchase of the vehicle and equipment, contingent upon the Township's fire protection tax levy remaining in effect and generating an adequate funding stream.

MOTION was made and seconded to adopt Resolution #14-2021, approving the release of the sum of \$62,000 from North Lebanon Township Fire Company Capital Reserve Fund to the Glenn Lebanon Fire Company to be used towards the purchase of the vehicle and equipment. The Resolution also states that during the loan repayment period, North Lebanon Township will pay the sum of \$30,000 each year towards the deb, contingent upon the Township's Fire Protection Tax levy remaining in effect and generating an adequate funding stream. Motion unanimously carried.

C.) Rural Security New Apparatus

Fire Chief Brian Vragovich congratulated Rural Security on the arrival of their new apparatus.

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

Chief Easter reviewed the report on various calls for service for the month of August. There were a total of 580 Police-Citizen contacts reported and 8,418 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 August.

C.) Ratify hiring of police officers Clayton Himmelberger (8/30/2021) and Erik Peiffer (9/13/2021)

MOTION was made and seconded to ratify the hiring of Clayton Himmelberger on 8/30/2021 and Erik Peiffer on 9/13/2021. Motion unanimously carried.

D.) Letter of Retirement – Cathy Krick – 45 Years of Service – PD Secy. (12/31/2021)

Chief Easter reported that he received a letter of retirement from Cathy Krick, police secretary, effective December 31, 2021. Ms. Krick has been the police secretary for 45 years at the township, quite an accomplishment, and has been an asset to all the officers over the years. He commended her efforts and wishes her well in retirement.

MOTION was made and seconded to accept the retirement letter from Cathy Krick. Motion unanimously carried.

TOWNSHIP MANAGERS REPORT – Cheri Grumbine, Manager**A.) Employee/Supervisor Budget Workshop**

This item is tabled until next meeting.

B.) Proposed 2022 Budget Workshop Dates

Wed 10/13/2021 – 3:00

Mon 10/18/2021 – AFTER the regular Board meeting

Thurs 10/21/2021 – 3:00 (PD w/Chief)

Mon 10/25/2021 – 3:00

Wed 11/03/2021 – 6:00 Meet with NLT Fire Chiefs and any remaining items to finalize the draft 2022 budget

MOTION was made and seconded to approve the above- stated dates to be advertised for the budget workshops. Motion unanimously carried.

C.) Release of December Allocation to NLFC

In reviewing our real estate taxes received to date, the Township is recommending the release of the second and final allocation to the NLT Fire Departments for 2021 early again this year.

Manager Grumbine recommended that the Board approve the release of the \$24,000 to each of the 4 fire companies in September rather than waiting until the normal release date in December.

MOTION was made and seconded to approve the release of the \$24,000 semi-annual allocation this week to each of the NLT Fire Companies (Ebenezer, Glenn Lebanon, Rural Security, and Weavertown) with the understanding that this is only because of the timing of the real estate taxes received in 2021 and that this may not always hold true in future years. Motion unanimously carried.

D. BMP O&M Agreement – 810 Melody Ln

The Stormwater Consortium has been working on a design for a retrofit basin at 810 Melody Lane. On August 19th, a meeting was held with the property owner, Consortium Engineer, and municipal staff to review the proposed project and plan for any recommended changes they had before the plan is finalized. The property owner, Amy Stamm (Amy Sullivan) has now signed the BMP O&M and Easement Agreements dated September 2, 2021. The structures have been ordered by the Roadmaster, Unfortunately, there is a long lead time for the structures causing a delay this project. One of the changes requested by the homeowner was an additional sump inlet placed behind the inlet on Melody Lane. A PA One Call was completed and turned up there are electric and other utilities in this area that the township maintenance staff will be working around.

MOTION was made and seconded to approve the BMP O&M and Easement Agreements with Amy J. Stamm (Amy Sullivan) at 810 Melody Lane in North Lebanon Township for the basin retrofit project. Motion unanimously carried.

Manger Grumbine noted that all material costs are to be reimbursed by the Stormwater Consortium.

E.) Tree Dedication Agreement – Richard Evans

The township has a Tree Dedication Agreement with Richard Evans for the dogwood tree at the east entrance of the Township Municipal Building off Kimmerlings Roads for execution by the Board.

MOTION was made and seconded to approve the Tree Dedication Agreement with Richard Evans for the dogwood tree planted at the east entrance off Kimmerlings Road to the Township Municipal Building. Motion unanimously carried.

PERTINENT MATTERS:

1.) SW Consortium Update

The Consortium continues to move forward with several projects. The agreements (Easement Agreements and BMP O&M Agreements) are to be reviewed tomorrow at our meeting for the Melody Lane project.

2.) Reminder: Joint Meeting with NLTMA on October 14th at 5:30.

3.) 2020 Census – NLT population 12,041 (2010 was 11, 429)

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

A.) Agreement with West Lebanon Township for Police Services

North Lebanon Township has been providing police services to West Lebanon since 2007. This agreement has been done by 5-year contracts. The current 5-year contract expires at the end of 2021. The parties are contemplating entering a new contract. The agreement needs to be updated to meet new regulations. The Intergovernmental Cooperation Act now allows for this type of agreement to be done by Resolution instead of by Ordinance. Solicitor Leonard had North Lebanon Township’s Labor Council revise the Agreement. Solicitor Leonard is asking that the Board allow a draft of this agreement to be sent back to Labor Council with our comments before sending to West Lebanon Township for review.

MOTION was made and seconded to authorize Solicitor Leonard to send a draft agreement to our Labor Council and upon his agreement forward to West Lebanon Township. Motion unanimously carried

COMMENTS FROM BOARD MEMBERS

A.) Drawdown of Lion’s Lake (Ebenezer Lake Dam) DEP Permit #93-20 - Manager Grumbine .

This permit will allow the township to raise the berm height near the dam breast on the Jay Street side. The township will also be dredging out the east side of the lake in the area of the boat dock to install a new boat launch. The sediment that is dredged will then sit on site to dewater. The Lake has been drawn down 4 feet which is as low as the permit allows the Lake to be drained.

B.) Linda Easter

Chairman Miller expressed the Board’s deepest sympathy to Chief Harold Easter in the sudden loss of his wife, Linda on August 10.

ADD-ON ITEMS IN THE LAST 24 HOURS

NONE

With no further business to discuss, meeting adjourned.

Respectfully Submitted,

Erika Sheibley
Recording Secretary