

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
DECEMBER 29, 2015**

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:

Edward A. Brensinger	Chairman
A. Bruce Sattazahn	Vice – Chairman
Richard E Miller	Treasurer
Cheri F Grumbine	Twp Manager
Harold L. Easter	Chief of Police
Solicitor Frederick S. Wolf	Henry & Beaver LLP

Also in attendance was several other individuals. The meeting was called to order and the pledge to the flag was done.

FIRE POLICE OATH

Chm Brensinger asked Roger Shay and Debbie Downs to come forward and repeat the Fire Police Oath. Each of them repeated the Oath individually as it was read to them. Congratulations were offered by the Supervisors as well as thanks for their volunteerism and services to North Lebanon Twp.

COMMENTS FROM THE PUBLIC

A.) North Pole Lights; Justin Smith – New St

Justin Smith told the Board they are here to give a report on the activities which had occurred at the “North Pole” event hosted at his home. There were 9 different charities that the proceeds were divvied up and presented to. Non-perishable food was collected, as well as coats and toys that were distributed to the appropriate charities. The North Pole attendance was higher this year. Due to the increase a few situations arose with some of the neighbors. Justin stated he intends to address the issues immediately with his immediate neighbors. The intention of this event is to promote good will not create unnecessary problems.

Mr. Smith extended his thanks to the Board for cooperating with this project, allowing them to use the parking lot at Lions Lake and also all the various Twp related agencies, such as the NLT Fire Police, Glenn-Lebanon Fire Co and Ebenezer Fire Co. He would like to present a check to the Fire Police in the amount of \$950 and requested that his wife be permitted to take a picture of the presentation. Justin told the Supervisors they will be meeting with their neighbors and will resolve any issues that were created. He and his wife look forward to attending the Board meeting in October of 2016 to submit their plans for the next North Pole event. Thanks were again extended to the Supervisors for their cooperation with this annual event.

B.) N 20th Street – No Parking Signage; Sandra/Don Podjed

Mrs. Podjed told the Supervisors they are here to request relief from the “No Parking” designation for N 20th Street. They own a building along State Rte 72 N that has a single apartment above the shop space on the 20th Street side. Due to the “No Parking” designation there is no parking availability for their tenant. One space is provided on the front side of the apartment but creates a safety risk as the person is then forced to back out onto State Rte 72.

N 20th Street – No Parking Signage (con't)

If a small area could be designated for 2 car spaces on N 20th St to allow parking, it would be a better scenario for the tenant. Mrs. Podjed said the property owners on Hill Street have voiced their displeasure about anyone parking in front of their properties on Hill Street.

Mrs. Podjed stated the STOP sign would not be a problem because the spaces they are requesting are further north on the west side of 20th St and is located right in the area of the apartment entrance. Suv Sattazahn asked Chf Easter if he can add anything to the conversation. Chf Easter replied that 20th St is not a heavily traveled road. However there is the cemetery located at the top of 20th St and when there is a funeral procession, there could be a problem. He knows it is a narrow roadway and that is probably why the No Parking designation was created in the first place. He said he would review the area and the Ordinance however the final decision will be the Supervisors to make. After some discussion the Board asked Chf Easter to visit the area along with Roadmaster Brensinger to review any options that might be available. The Podjeds indicated their agreement to this suggestion. Suv Sattazahn asked the Podjeds if they are able to deal with 1 parking space if that is all that can be created. Two spaces would be ideal but 1 would be acceptable? The Podjeds agreed to this suggestion. Suv Sattazahn told the Podjeds they will be contacted to let them know what decision is arrived at.

C.) Martin Barondick – New St; Proposed Budget

Mr. Barondick mentioned the 2016 proposed budget. He said he has heard some talk about a new LED sign being purchased for the Twp building. He asked about the cost of the sign. He was told there is \$25,000 being budgeted for an LED sign purchased through the State contract. Barondick offered his opinion that the cost seems ridiculously high. He remarked there is no reason the secretarial staff can't take a stroll to the existing sign to change out the messages.

Suv Brensinger stated the options that a new sign would provide would be beneficial. There are more messages displayed at frequent intervals about a variety of subjects. The public is able to read current reminders concerning Twp issues, such as sewer bills being due and Amber Alerts as well as other announcements. When asked about what funds are paying the cost, Mgr Grumbine replied the Municipal Authority rejected the idea of sharing the cost of the LED sign. Recycling will cover ¼ of the cost and Twp Capital Improvement will fund ¾ of the cost.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the Supervisor meeting minutes from the November 16, 2015 Board meeting as well as minutes from the November 12, 2015 joint meeting with the Municipal Authority. Motion was 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 – Read by Mgr Cheri Grumbine**A.) Monthly Report – November**

A summary report for the month of November was given. For the month of November the calls for service amounted to 48, along with 17 hrs of training sessions attended. A total of 386:51 personnel hrs/minutes was logged for November.

CHIEF OF POLICE REPORT – Chief Harold Easter**A.) Monthly Report – November 2015**

Chf Easter reported on the activities for the month of November 2015 and mentioned some of the individual categories for these calls of service. Chf Easter reported there were a total of 466 Police-citizen contacts for the month of November with a total of 11,198 miles logged on the cruiser cars.

TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine**A.) Res -20-2015; 2016 Final Budget Adoption**

Following the previous meeting's presentation of a Preliminary 2016 Budget, Mgr Grumbine is presenting the Final Budget for adoption. Resolution 20-2015 provides for the setting of various tax rates for North Lebanon Twp. There are no tax increases included for 2016.

Chm Brensinger clarified that the cost of the Yardwaste permit fees remained the same for 2016. Mgr Grumbine agreed that is true, no increase. Suv Miller questioned the LED sign mentioned. Is the sign purchase in the proposed budget? Mgr Grumbine replied yes it is budgeted.

MOTION was made by Suv Sattazahn and seconded by Suv Brensinger to approve the 2016 Budget for North Lebanon Township. Motion carried by majority vote.

Chm Brensinger questioned Suv Miller if that is a no from him. Suv Miller replied No, it is not a no. He is abstaining from the vote.

B.) Res 21, 22, 23 -2015; Pension Related Police & Non-Uniform

In conjunction with the 2016 Budget adoption, Resolutions 21, 22, and 23-2015 sets the Minimum Municipal Obligation of the Twp towards the 2 pension plans. In addition Resolution 23-2015 sets the Police Contribution rate at 5% (no change). Mgr Grumbine mentioned these are the annual Resolutions adopted regarding the Pension Plans.

MOTION was made and seconded to adopt Resolutions 21-2015 (Non-Uniform Pension); 22-2015 (Uniform Pension Plan); and 23-2015 (Officers contribution to Pension Plan). Motion unanimously carried.

C.) Safety Committee Appointment of New Member – Tom Camasta

The name Tom Camasta has been provided for appointment to fill the vacated seat left by Mike Kneasel on the Safety Committee. The appointment would become effective 1-01-2016. Currently the Safety Committee consists of:

Theresa George – Admin
Kori Eder – Police Dept
Timmy Buffenmeyer – Maint/Mechanic
Richard Evans – Highway

This appointment will make a Committee of 5 members, 3 members are needed to create a quorum each month to conduct a meeting.

MOTION was made and seconded to appoint Tom Camasta as a member to the Safety Committee meeting effective 1-01-2016. Motion unanimously carried.

D.) Ebenezer Fire Co.; Ratify Breakfast with Santa – Dec 19, 2015

A request to hold “Breakfast with Santa” on December 19, 2015 had been received and was missed during the November Supervisor meeting. Mgr Grumbine gave approval for the event so the Fire Co could proceed, planning on a ratification at tonight’s meeting. The Board is being asked to approve this non-emergency activity for Ebenezer Fire Co.

MOTION was made and seconded to approve the “Breakfast with Santa” activity that was hosted by the Ebenezer Fire Co. Motion unanimously carried.

E.) Res 24-2015; Marcellus Shale Grant Application

Resolution 24-2015 is being proposed to apply for a Marcellus Shale Grant through the Lebanon County Commissioners program. The application for both deciduous and coniferous trees at various park locations in the Twp. The project total is \$14,000 which is \$7000 in trees and \$7000 in-kind services for planting of the trees. A map will be prepared showing the various locations for these trees to accompany our application. As had been discussed the trees would be planted at Community Park, to replace some trees lost due to the 2014 expansion project, additional trees at Lenni Lenape and Long Lane/ Lions Lake Parks.

MOTION was made and seconded to approve Resolution 24-2015 regarding the Marcellus Shale Grant Application through the Lebanon County Commissioners. Motion unanimously carried.

F.) EIT Over/Under Agreement; N Annville Twp

After numerous drafts, an agreement for the payment of the N Annville Twp EIT payment to the “underpaid” entities has been provided. The agreement pays the amount directed by Judge Charles in his decision with no additional interest following the judgement. Once the agreement is approved by all “underpaid” entities, North Lebanon Twp is scheduled to receive \$57,737, which will be transferred to the Capital Improvement Fund.

MOTION was made and seconded to approve the agreement with North Annville in regards to the amount directed by Judge Charles regarding “underpaid entities” for the EIT Over/Under issue. Motion unanimously carried.

G.) Municipal Authority Resignations; Appointments to Fill Unexpired Terms

The Board received 2 resignations from the Municipal Authority Board, Wynanne Demler and Susan Switzer Pierce. The Board is being asked to accept the resignations. Letters will be sent to thank both of them for their years of service with the Authority Board.

MOTION was made and seconded to, regretfully, approve the resignations of Wynanne Demler and Susan Switzer Pierce from the Municipal Authority Board. Motion unanimously carried.

In conjunction with the resignations, 2 names are being submitted for appointment to the Municipal Authority Board, as submitted by the Supervisors.

Dawn Hawkins – Mount Zion Rd to fill unexpired term to 12/31/2018

Rodney Lilley – Twigg Ave to fill the unexpired term to 12/31/2019

MOTION was made and seconded to appoint Dawn Hawkins (term expiring 2018) and Rodney Lilley (term expiring 2019) to serve the vacated terms on the Municipal Authority Board.

H.) Items on Municibid – 2011 Ford Interceptor

A bid of \$2710 has been received on Municibid for the 2011 Ford Crown Vic. The Board is asked to approve the sale of the cruiser to the highest bidder, Mr. Singh.

MOTION was made seconded to accept the high bid of \$2710 on Municibid for the 2011 Crown Ford Vic. Motion unanimously carried.

I.) Redevelopment Authority; CDBG Funding Application Response

A response has been received from the County Redevelopment Authority regarding the application for CDBG funding for sidewalks/curb and paving of E Old Cumberland St. Unfortunately our project was not funded at this time. The application will remain on file in the event there is any money left over from other projects where they could fund our project under the 2016 program. Suv Miller confirmed the Twp will not need to re-apply for this Grant. Mgr Grumbine verified his comment.

Suv Brensinger said he would be remiss not to mention all the hours that Tom Kissinger, WasteWater Dept, expended on this project. Tom worked daytime hours and some evenings as well as Saturdays in order to contact the people living in this area. He was able to contact everyone in the specified area and get results which is what we needed to submit to the Leb County Redevelopment for this application. Mgr Grumbine indicated her agreement with Suv Brensinger's remarks.

J.) Homestead Acres Ph 3 – Winter Maintenance Agreement

A request for the Twp to perform winter maintenance for Phase 3 of Homestead Acres was received by the developer's representative. The road has received its wearing course, however it was after the September 1 deadline so the Twp will not accept the streets of Phase 3 until spring of 2016. The developer has signed an agreement provided to him and has agreed to pay \$100/treatment for cindering and \$200/for each plowing treatment if the snow is higher than 4". The Board is being asked to approve this agreement with the developer.

It is anticipated that the paperwork will be completed to accept a "Deed of Dedication" in spring of 2016. The legal descriptions have been received. County Engineer Rick Bolt accompanied Roadmaster Brensinger recently to review the roads and create a list of any outstanding issues to be completed prior to the acceptance of the streets in Phase 3.

Phase 4 is owned by a different developer and is NOT included in this agreement. Therefore he will be responsible for winter maintenance in Phase 4.

MOTION was made and seconded to approve the agreement with the developer of Homestead Acres Phase 3 to complete winter maintenance during the 2015/2016 winter season. Motion unanimously carried.

SOLICITOR'S REPORT – Sol Frederick Wolf, Henry & Beaver**A.) Misc Ord Updates**

Sol Wolf reported another meeting will be held, which will include Chf Easter, to finalize the remaining Ordinance updates.

B.) Res 25-2015; 2016 Board/Commission Stipend per Month

Sol Wolf told the Board that Resolution 25-2015 outlines compensation for Board/Commission members. It has been about 20 years since this schedule has been revised. The amount for the Municipal Authority members will increase to \$49 per month. This amount is a monthly amount regardless of the number of meetings held within a month. If there is no meeting held there is no compensation paid for that month. Also the new compensation amount will only begin when a new term for the members are started. In looking at expiration dates for Board members, the only person eligible would be Gary Heisey as he will begin another term after 1/04/2016, when he is reappointed. The schedule allows for Zoning Hearing members to be compensated @ \$25; Planning Commission and Parks & Rec @ \$10 per month.

MOTION was made and seconded to adopt Resolution 25-2015 approving a new compensation rate for the NLT Boards/Commissions. Motion unanimously carried.

COMMENTS FROM BOARD MEMBERS**A.) Suv Dick Miller**

Suv Miller said he wanted the record to show he abstained from voting on the Budget. He has concerns regarding the cost of the proposed LED signboard. He also wanted to wish everyone a Happy New Year.

B.) Suv Bruce Sattazahn

Suv Sattazahn said he wanted to echo Suv Miller's comments to wish everyone a safe and Happy New Year.

C.) Suv Ed Brensinger

Suv Brensinger agreed with his 2 fellow Supervisors comments. However he also wanted to speak about Suv Miller's hesitation with approving the 2016 Budget. He asked Suv Miller if there was anything other than the sign that had made him hesitate. Suv Miller said he decided to abstain from voting on the Budget approval because he felt the issue of the sign should have been discussed further.

Suv Brensinger said that although the sign is costly, he feels the options the Twp will have with the message board will benefit the Twp in getting current messages to the public/residents. Suv Brensinger mentioned that a large ticket item such as the sign is always discussed at a public meeting prior to any purchasing. Because this amount is proposed it does not mean we have to spend that amount. Research can be completed and if we have to go off the State contract to get a better pricing that can be done also. Mgr Grumbine confirmed the remarks stating that any type of purchase is always brought before the Board to get approval.

A reminder was given that the Board of Supervisors will be meeting Monday, January 4, 2016 @ 7PM for the reorganizational meeting.

With no more business to discuss, meeting adjourned.

Respectfully Submitted

Theresa L. George
Recording Secretary