

MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
BUDGET WORKSHOP MEETING - NOVEMBER 2, 2016

The duly advertised budget workshop meeting was held on Wednesday, November 2, 2016, at 6:15 PM at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon. The following members were present.

Edward Brensinger	Chairman
Richard Miller	Vice-Chairman
A. Bruce Sattazahn	Treasurer
Cheri Grumbine	Township Manager
Rusty Weitzel	Chief-Ebenezer Fire Company
Ron Miller	Deputy Chief/Chaplain Ebenezer Fire Company
Steve Ronald	Engine Captain/Trustee Ebenezer Fire Company
Brian Vragovich	Chief-Glenn Lebanon Fire Company
Gary Boyer	Assistant Chief-Rural Security Fire Company
Don Steiner, Jr.	Chief-Weavertown Fire Company
Don Steiner, Sr.	Assistant Chief-Weavertown Fire Company

A copy of the proposed budget for the 4 fire departments was provided to each Fire Company and discussed with the Board of Supervisors.

Chief Vragovich reviewed the spreadsheet he prepared following his discussions with all 4 township fire chiefs and Duane Trautman-City of Lebanon Fire Department Fire Commissioner. The report shows the 2015 revenues and expenses and year-end income/loss for the 4 township fire companies. A small income was shown by Ebenezer at \$5905 and Glenn Lebanon at \$1099, while the other two departments show a loss, Rural Security-\$4652 and Weavertown \$6895. Chief Vragovich stated that for Glenn Lebanon FC they only included the 'net' income from their Bingo events. However, for Weavertown, they are showing all revenue and expenses associated with their bingo, which drastically increases their inflow and outflow of money. The revenues shown for each company includes the township allocation and any grants received. Brian Vragovich continued to review the expense figure provided by Mr. Trautman pertaining to the City of Lebanon Fire Department. This does not include all equipment and fire stations, as some remain the ownership of the respective fire company instead of the City of Lebanon. However, he wanted to at least give the Board an idea on cost, which is \$2.3M and includes 21 paid staff.

The Chiefs' all indicated that the 4 township fire companies do coordinate purchase of equipment. Each fire company has their 'specialty', such as Ebenezer with the ladder truck, Glenn Lebanon and Rural Security with their tanker, etc. They are fairly comparable equipment-wise with the City of Lebanon.

The North Lebanon Township Fireman's Relief Association pays for the cross-training for all 4 fire companies. The use of the Relief Association's money is determined by all 4 fire companies.

Discussion was also held regarding a speaker at the Lebanon County Association of Township Officials by Dr. William Jenaway who is from Upper Merion Township in Montgomery County (Kind of Prussia Mall area). Following his presentation both Supv. Brensinger and Supv. Miller discussed with Dr. Jenaway the ability to allow our firefighters to respond to a call regardless of which company was

originally dispatched and be covered under Worker's Comp. They were told by Dr. Jenaway that they took care of this issue years ago by adopting an Ordinance. The Supervisors informed them that they have received a copy of this ordinance that would be a good template to use for us with modifying to fit our demographics. The Board stated this type of document would also need to be in place should they pursue placing money aside for each fire company for purchase of equipment, which was discussed at a previous meeting with the Fire Study Committee. Ron Miller said that maybe the existing agreement that is already in place from years ago that created a 'phantom' North Lebanon Township Fire Department for insurance purposes could also be used and expanded upon. Donald Steiner, Sr. stated that this is an issue maybe the Board could give direction to the Fire Study Committee to review and make a recommendation. He feels that the Committee is just spinning their wheels and really need direction given from the Board. The last meeting there wasn't even a decision on when the next meeting will be held, so members could plan their schedule.

Supv. Brensinger stated that Manager Grumbine prepared a chart showing the current millage rate set aside for the fire companies, which is .207. The chart shows varied rates from .207 mills up to and including .45 mills. Supv. Miller stated that the township pays for Worker's Compensation insurance but each fire company is responsible for their other insurance coverages. Supv. Miller asked that each fire company email Manager Grumbine with those figures. The Board stated that they will review the millage rate for 2017 in more depth and let them know their decision.

There being no further discussions by the Fire Company representatives, they left to attend their regular Fire Chiefs meeting held in the Conference Room at the Township municipal building.

At this time the Board discussed in more depth the chart showing varying millage rate for Fire Department purposes. After much discussion the Board directed Manager Grumbine to include in the 2017 budget a millage rate of .004 for the Fire Departments. A total of \$120,000 (\$30,000 for each fire company) would be placed in a Capital Reserve Fund. The funds would remain for the respective fire company and not combined, as a joint Fund. The remaining funds, approximately \$48,000/company would become a part of their annual allocation. The Board also agreed that during 2017 an agreement must be finalized to cover certain requirements such as items eligible for reimbursement from the Capital Reserve Fund, CPA audits, etc.

The Board next reviewed the revised listing from the Chief of Police for his department for Capital Purchases. The Police Officers did not agree to wear body cameras, so his 2017 budget only reflects the in-car cameras. The Board also reviewed wages and the possibility of changing the part-time code enforcement officer to a full-time position. Manager Grumbine had provided a chart showing anticipated expenses to go from a part-time to a full-time Code Enforcement Officer. The Board directed Manager Grumbine to include these expenses in the 2017 police department budget.

The budget workshop adjourned at 7:45 PM.

Respectfully Submitted,

Cheri F. Grumbine
Manager/Secretary