

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
DECEMBER 19, 2016**

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
Richard E Miller	Vice – Chairman
A. Bruce Sattazahn	Treasurer
Cheri F Grumbine	Twp Manager
Harold L. Easter	Chief of Police
Frederick 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.

Chm Brensinger announced there will be a PUBLIC HEARING on Ordinance 3-2016 beginning at 7:15PM.

COMMENTS FROM THE PUBLIC

A.) WalMart Signs – Berman Associates

Mr. Wayne Keifer, a WalMart representative, was present to discuss the proposal for new monument signage regarding the WalMart Gas Station located off E Lehman St. The signs are designed to be free-standing and will contain a digital reading for gas pricing. One sign will be posted at the E Lehman St entrance/exit and the other will be located at the 15th Ave entrance/exit. The Supervisors talked about some of the materials used to construct the signs as well as the size and illumination. Chm Brensinger asked for confirmation that the reason Keifer is here before the Board is because the square footage will exceed what is allowable in the Twp regulations. Mr. Keifer agreed that is correct.

MOTION was made and seconded to approve the new monument style digital signage for WalMart Gas Center. Motion unanimously carried.

B.) Martin Barondick – New St

Mr. Barondick told the Supervisors he wants to discuss Zoning issues. Recently, when trying to get a permit for the shed placement at Lebanon County Planning Dept he was told he could not place the shed without doing a plot plan. Barondick said he did not wish to do that.

Barondick stated he has tried to follow all the Twp rules and laws but he cannot understand how some of his neighbors get away with defying the Twp Zoning Ordinances. He stated there is a business operating in his neighborhood which is zoned R2. Barondick said certain businesses are not permitted in an R2 district. He told the Supervisors he expects them to follow up on this report he is making on this issue. Barondick stated that tomorrow he will be filing a written complaint about this individual operating an illegal business. He was told Lebanon County Planning will be dealing with this issue as they are the Zoning Administrator for NLT.

7:15 PM PUBLIC HEARING STARTED --- Ordinance 3-2016

Chp Brensinger turned the meeting over to Sol Wolf. Sol Wolf explained the advertising that had been completed for this Public Hearing, as well as the posting of the drafted Ordinance in the Twp Office and on the Twp website. He continued on to explain the Ordinance is dealing with Zoning amendments in regards to wireless communication facilities in right-of-ways. North Lebanon Twp Planning Commission reviewed and recommended adoption of this proposed Ordinance. Julie Cheyney reviewed the Ordinance with Natasha Horton from the Cohen Group who had drafted the Ordinance. Sol Wolf reviewed the contents of the Ordinance being proposed.

The intent is to try to control the placement of mini cell towers throughout the Twp. A specific application is outlined in the Ordinance that asks for specific information. A schedule of fees is also outlined in the Ordinance. Maintenance of the facilities while in the Twp right-of-ways is discussed in the Ordinance as well. If the Twp grants the applications, it would be considered a “special exception”. Sol Wolf mentioned that Lebanon County Planning discussed their comments with the Twp and discussed those comments with the Cohen Group. Suv Sattazahn questioned the terminology and phrasing contained in Section 3 of the Ordinance. Sol Wolf explained the language is what is allowable by Federal law.

The floor was opened for discussion, questions and comments. Brian Vragovich questioned the mention of utility poles. Is that in reference to ordinary utility poles located alongside the roads? He was told yes, ordinary utility poles. Brian said his concern is the additional dangers to be considered when answering fire/accidents calls.

MOTION was made and seconded to adopt Ordinance 3-2016 pertaining to mini communication towers. Motion unanimously carried.

PUBLIC HEARING for Ord 3-2016 ended.

APPROVAL OF MINUTES

The minutes from the Joint Municipal Authority and Board of Supervisors meeting held 11/10/2016 and the Supervisors meeting held 11/21/2016 are ready for action.

MOTION was made and seconded to approve the Joint Municipal Authority and Board of Supervisors minutes from 11/10/2016 as well as the Supervisors Board meeting held 11/21/2016. 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.

FIRE CHIEF’S REPORT – Brian Vragovich, Glenn-Lebanon**A.) Monthly Report - November**

Chf Steiner reported there had been 43 calls for service from the 4 volunteer Fire Departments in the month November. The total man hours has been logged at 218.03.

Monthly Report - November

Training hours was logged as 332.75 hrs/mins.

B.) Private Fire Hydrant Systems

Chf Vragovich reported a discussion in regards to private hydrant systems had been held at the last Fire Chiefs meeting. Many are reported to be in disrepair. The question of a Twp ordinance governing these types of systems was raised. Chf Vragovich explained there are situations that arise and the bad hydrants are pretty well known. However there are other variables to be considered. Is there an ordinance in place already for maintenance of these systems?

Chf Vragovich said the Chiefs are introducing the subject. They are not stating that they are looking for an ordinance to be created at this time. The color coding for hydrants was talked about. Chm Brensinger said a good starting point would be to make contact with the Lebanon Water Authority. Some discussion was held about the emergency response vehicles and the time used to determine whether the hydrant's contents are safe to run through the equipment. Chm Brensinger said a list needs to be drafted listing all the private hydrants within the Twp. He said it is an issue that needs to be looked at and a planning process started.

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

Chf Easter reported on the summary of activities for the month of November. A total of 542 citizen/Police contacts were completed along with 7,185 miles on the cruisers.

B.) Merry Christmas Greetings from the NLT Police Dept

Chf Easter expressed Merry Christmas Greetings from the Police Dept.

TOWNSHIP MANAGERS REPORT – Cheri Grumbine**A.) 2017 All Funds Final Budget; Res #21-2016**

During the November Board meeting Mgr Grumbine reviewed the proposed 2017 All Funds Budget. Advertisement for the 20-day inspection period was completed. The Board is being asked to adopt the 2017 All Funds Final Budget.

MOTION was made and seconded to adopt the 2017 All Funds Final Budget. Motion unanimously carried.

Mgr Grumbine reviewed the contents of Resolution 21-2016 which outlines the tax rate for 2017. **MOTION** was made and seconded to adopt Res 21-2016 setting the tax rate for 2017. Motion unanimously carried.

B.) Resolutions #22-2016, #23-2016, and #24-2016 (2017 Pension MMOs)

Resolution 22-2016 and 23-2016 outlines Minimum Municipal Obligation for the Non-uniform and Police pension Plans. Resolution 24-2016 confirms the 5% contribution requirement for Police Officers.

MOTION was made and seconded to adopt Resolutions 22-2016 and 23-2016 regarding the Minimum Municipal Obligation for the Non-uniform and Uniform Pension Plans and Resolution 24-2016 confirming the 5% contribution for the Uniform employees. Motion unanimously carried.

C.) Release of December Allocation to 4 Fire Companies – Direct Deposit

The second and final release of the 2016 allocation to each of the fire companies is now due. Based on previous discussions Mgr Grumbine is asking for direction from the Board as far as a preferable method for distribution to each fire company.

Release of December Allocation to 4 Fire Companies (con't)

Chm Brensinger explained to the Fire Chiefs that were in attendance the Board is in favor of a direct deposit method for distribution of their allocations.

MOTION was made and seconded to authorize direct deposit for the December 2016 allocation and all future allocations to be completed for each of the fire companies. Motion unanimously carried.

D.) Meeting with SESI re: MS4 – 2018 Requirements

Dan Cannistraci, Steckbeck Engineering, had reviewed with the Twp the current MS4 permit requirements, our progress to date and future regulations pertaining to the 2018 permit with priority given to stream bank restoration. A joint meeting was held on 12/01/16 between SESI and their municipal clients to move forward with a “Lebanon Area Regional PRP” in order to meet the 9/16/2017 deadline for submission with DEP for permit application. Since the December 1st meeting, SESI engineers (Scott Rights, Dan Cannistraci, and Steve Sherk) along with Julie Cheyney, LCPD met with DEP to review the Joint PRP in Lebanon County.

After reviewing the administrative requirements for a regional project, both Brian Hoffman (Lebanon Redevelopment Authority) and Julie Cheyney met to discuss the responsibilities. It was determined that the Redevelopment Authority would take the bulk of the administrative tasks for a fee yet to be determined. The fee would be charged to the fund established by the consortium.

Since the December 1st meeting, SESI engineers (Scott Rights, Steve Sherk, and Dan Cannistraci along with Julie Cheyney, Exec Director with LCPD) met with DEP to review the Joint PRP in Lebanon County. This meeting is highlighted in Dan’s email dated December 12th.

MOTION was made and seconded to authorize Mgr Grumbine to work with Sol Wolf on the inter-municipal agreement when received. Motion unanimously carried.

E.) Res #27-2016 – Appointment of Alternate RTK Officer – Lori Books

The Township Right-To-Know Officers must be appointed by Resolution. Res 27-2016 appoints Lori Books as the Alternate Right-To-Know Officer. The Board is being asked to adopt Res 27-2016. Suv Miller questioned if Lori has had any training sessions on the Right-To-Law and procedures. Mgr Grumbine replied no, she has not but it is her intention to register Lori for the training at the next available opportunity.

MOTION was made and seconded to adopt Resolution 27-2016 appointing Lori Books as the Alternate Right-To-Know Officer. Motion unanimously carried.

F.) Pertinent Matters**1. Response from PADOT – SR 343 Prohibited Brake Retarders**

A response was received from PADOT regarding the Twp’s request for installation of ‘engine brake retarders’ on Rte 343 between Mechanic St and E Kercher Ave. The traffic and safety study performed by PADOT took into consideration the posted speed limits, percent of grade and truck related crashes. As a result, with areas of the roadway grade exceeding 4%, for a minimum of 500 ft, and a portion of the study area (northern end) having a speed limit posting of 55MPH, PADOT states the request cannot be approved for enacting an engine brake retarder prohibition. PADOT also noted that the brake retarder is a valuable safety benefit to the truck operator and other highway users who utilize the roadways which convey truck traffic.

Response from PADOT – SR 343 Prohibited Brake Retarder (con't)

Suv Brensinger questioned if the individual who requested this study will receive a copy of the findings from PADOT. Mgr Grumbine replied that had been her thought as well, to provide a copy of the response letter.

2. Revised Investment Policy Letter from Conrad-Siegel Assoc. Changes to the Asset Allocation have been revised and that requires the Investment Policy be revised. The Pension Committee received the information and Mgr Grumbine received an email approval response from Sgt Koons. They all indicated agreement with the revised statement.

MOTION was made and seconded to adopt Res 28-2016 approving the revised Investment Policy statement. Motion unanimously carried.

SOLICITOR'S REPORT; Sol Fred Wolf -- Henry & Beaver**A.) ZHB Case Appeal – Pumpkin Ridge**

Sol Wolf renewed the background on this ZHB case and the appeal process that has occurred up to this point in time. A notice has been prepared and given to Attorney Ann Kline. Attorney Kline will provide to the 2 Attorneys that were present at the Zoning Hearing, Ken Shirk representing two property owners and George Christianson representing himself. After the appropriate amount of time the notice will be placed in the newspaper by the ZHB attorney. The notice will allow for anyone who might have an objection to the court approving a “deemed approval” the opportunity to file documents stating their objections. The Twp will file an objection to a “deemed approval” as will the NLT Zoning Hearing Board. The objection being that the original decision provided by the ZHB on the night of the Hearing was a denial. The judge will then review any/all documents filed.

Suv Brensinger questioned if the County’s Solicitor will be involved in this process. Sol Wolf replied that the County will be involved and their Solicitor will be involved in order to look out for the County’s best interests.

B.) Res #25-2016 and #26-2016 (2 Vacant Lot Purchases)

The Twp will be having a settlement on properties located to the west side of the building. Resolution 25-2016 and 26-2016 are in regards to the 2 parcels of land being purchased, for the purpose of exemption to the Transfer Tax.

MOTION was made and seconded to adopt Res 25-2016 for the Twp purchase of land from Property Development & Acquisitions LLC. Motion unanimously carried.

MOTION was made and seconded to adopt Res 26-2016 for Twp purchase of land owned by Thomas Stewart Sr and Thomas Stewart Jr. Motion unanimously carried.

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

Suv Miller stated he would like to meet with all 4 Fire Co Presidents after the Holidays this year to discuss Fire Police matters. There are some matters which need to be discussed with all the Supervisors and all the Fire Co present. He also took the opportunity to wish everyone a Merry Christmas.

B.) Lighted STOP Signs Installed

Suv Miller commented on the lighted STOP signs at Kimmerlings/Kochenderfer and N 7th St that have been installed. He wanted the Roadmaster to know he sees it as a positive step toward reducing some of the accidents that occur there. Suv Brensinger said he is sorry the STOP bars have not been installed as of yet. It looks like it will not happen this year anymore.

C.) Fire Companies

Lee Spencer, President of Ebenezer and Brian Vragovich of Glenn-Lebanon both extended their appreciation to the Supervisors for their support and concerns about the fire companies. The fact that this Board is concerned for the safety of all its residents, makes North Lebanon Twp a good place to live. The members of the 4 Fire Companies appreciate the time that is taken to listen and hear what is being said to the Supervisors as well as the support from the Administrative staff.

D.) Organizational Meeting – Tues, 1/03 @ 1pm

Chm Brensinger reported a change in the schedule for the Organizational meeting. It will be held at **1pm on Tues, Jan 3.**

With no further business to discuss, meeting adjourned.

Respectfully Submitted

Theresa L. George
Recording Secretary