

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
FEBRUARY 20, 2017**

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	Vice – Chairman
A. Bruce Sattazahn	Treasurer
Cheri F Grumbine	Twp Manager
Harold L. Easter	Chief of Police
Amy Leonard	Henry & Beaver LLP

Absent	Richard E. Miller	Chairman
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Also in attendance was several other individuals. The meeting was called to order and the pledge to the flag was done.

COMMENTS FROM THE PUBLIC

A.) Dan Cannistraci, SESI – Regional PRP for MS4 Permit; Res 9-2017 – OPT In

Dan Cannistraci, SESI, told the Board he was here to update them on progress for a proposed regional consortium for the Pollution Reduction Plan. Meetings have been held to gauge what type of interest other municipalities might have regarding joining this type of consortium. Dan reminded the Board he had visited them in November and outlined the requirements for the new permit period. At this point in time an Opt-In Resolution is being required to participate in the development of a Joint PRP. A Resolution must be adopted no later than the March meeting.

Dan provided a “MS4 Joint Pollutant Reduction Plan Timeline” to the Supervisors. This document shows 4 critical milestone dates, as listed below.

- March 27 – All municipalities intending to join the Consortium have passed an Opt-in Resolution.
- June 26 – Participating municipalities adopt the Inter-governmental agreement (By Ordinance).
- August 1 – Joint PRP completed and must be advertised for a 45-day public comment period.
- September 14 – The Joint PRP must be submitted to DEP.

Atty. Leonard added that several of the municipalities are holding their regular monthly meetings within the next 2 weeks and will be acting on an Opt-In Resolution. Suv Sattazahn expressed concern about the number of municipalities that will choose the Opt-In option.

Dan provided the Supervisors with a cost projection schedule for projects listed in the permit application using the consortium idea versus those projects solely in North Lebanon Township for an individual completion. Suv Brensinger stated the pricing really does not reflect much difference. Dan said that may be true but there are Grant funds available for these projects and it seems to be more agreeable to DEP when there are regional groups working together.

Regional PRP for MS4 Permit (con't)

Suv Brensinger said he agrees with that remark. He has seen the difference it makes when applying for Recycling Grants. Going Regional seems to be the way to capture DEP's attention when applying for these Grants. Suv Sattazahn and Suv Brensinger discussed the Opt-In Resolution. Because Suv Miller is absent they felt this should be tabled until the March meeting. Suv Brensinger said there is still time before the meeting scheduled for 3/20, which is well before the end of March. Suv Brensinger asked Mgr Grumbine to table this issue and place it on the agenda for the March meeting. The Board thanked Dan for his time this evening.

B.) Jeff/Tamara Wyse – 1121 Kochenderfer Rd – Guide Rails

Mr. and Mrs. Wyse told the Supervisors they would like to discuss options for safety devices to be placed along the side of Kochenderfer Rd where the fatal accident had occurred last fall. Mrs. Wyse stated she lives in fear of a repeat occurrence. Mrs. Wyse said she wondered if the road is defective in some manner. She mentioned several other accidents recently that did not have good outcomes. Mr. Wyse voiced his concern that the road could be marked with better signage to give motorists a head up about the curve in the road. He also mentioned the speeding that occurs on Kochenderfer Rd.

Suv Brensinger told the Wyse's he can appreciate their concerns. He stated there is no way the road is defective and the Twp had conducted a traffic study a few years ago, in the hopes of a speed limit reduction to 25MPH. Unfortunately, the results of the study did not warrant the speed reduction. He said it is unfortunate that motorists simply do not pay attention to the speed limits that are posted on any roadways. He told the Wyses he would gladly meet with them at their property to try to see if there is some type of improvements that could be made in the area. Suv Brensinger expressed his concerns about motorists refusing to obey the speed laws and the fact that there are more motorists all the time. He spoke to some younger members sitting in the audience, telling them to listen to their father and him when they tell them to slow down. This was a tragic accident that involved speeding.

C.) Laura LeBeau – Weis Markets

Ms. Lebeau questioned last fall when the Weis Markets had been planning to place a beer garden in the Cumberland St store. Where does that plan now stand? Mgr Grumbine stated she had received notification that Weis Markets had withdrawn their application to the State Liquor Board.

An individual in the audience questioned the Tenaska Company that had planned to construct a power plant off 7th St on W Kercher Ave. How far is that planning now? He was told that project ceased and all the properties that had been purchased by Tenaska, have now been re-sold.

APPROVAL OF MINUTES

The minutes from the Board of Supervisors meeting held 1/16/2017 are ready for action. Suv Brensinger stated he requested some revisions to the discussion with the Meily's during the meeting. The verbiage makes it appear they farm the south side of Tunnel Hill Rd. They do not. He would like the wording changed so that the overpass on Tunnel Hill Rd is not mentioned with the farming activities. Also, the word "farming" in the second paragraph is misspelled.

MOTION was made and seconded to approve the Board of Supervisors minutes from 1/16/2017 after the 2 revisions are completed. 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 – January**

Chf Vragovich reported there had been 34 calls for service from the 4 volunteer Fire Departments in the month January. The total man hours has been logged at 201.13 hrs/mins. Training hours was logged as 206.59 hrs/mins.

B.) Knox Box Changes in Apparatus (Don Steiner Jr & Rusty Weitzel)

Mgr Grumbine asked if Rusty Weitzel had discussed the thoughts he had on the Knox Box administration with the Fire Chiefs during their meeting. Don Steiner Jr said he does not think it was discussed. Mgr Grumbine explained he had contacted her with some concerns about the current process. She asked that the Fire Chiefs discuss any concern they might have and then let her know what was decided. It was agreed this issue will be tabled until a full discussion is held by the Fire Chiefs.

C.) Glenn-Lebanon Fire Co – Spaghetti Dinner 3/24 (Non-Emergency Activity)

Glenn-Lebanon Fire Co has submitted information on their annual spaghetti supper to be held at the Fire Hall. They are asking for approval and addition to the non-emergency activity list. As neither Suv Sattazahn or Suv Brensinger had any questions, they agreed to act on the request.

MOTION was made and seconded to approve the annual spaghetti supper for the Glenn-Lebanon Fire Co to be held March 24, 2017. Motion unanimously carried.

D.) Handling Sewer Back-ups/ Overflow Calls

Another topic that was the result of the Fire Chiefs meeting was questions about sewer backups and/or over flows. Don Steiner Jr stated that Weavertown had been called out once in January and again in February. He noticed there was a lack of clarity as to how these calls were to be handled. There was a question as to who should be notified from the Twp. Steiner said if there is not a definite ordinance in place, confusion is the result when these calls for service are answered. He told the Board the City has a procedure in place so that anyone who gets the call knows who to contact. He asked if the EMA Coordinator should be their contact. He said unfortunately the only phone number he has is Suv Brensinger's.

Another thought Steiner had was to use the rotation schedule the WasteWater Dept has in place. If they could communicate with dispatch to keep them informed of who is on the schedule, dispatch could relay the call out directly to the person on call. Suv Brensinger replied he can see this could be a problem. Apparently, a policy is something that needs to be discussed and put into place. Suv Brensinger advised Steiner to call dispatch and they will contact our Wastewater Dept to respond.

E.) Lebanon Sunoco - N 7th St

Discussion about the fire at the Lebanon Sunoco located on N 7th St was held. Suv Brensinger questioned if there was any new information to report. Don Steiner stated he did not have anything new to report. He was with the Fire Marshal after the incident and it was pretty much decided faulty material was the cause not deliberate intentions.

Lebanon Sunoco - N 7th St (con't)

At this point the investigation is in the hands of the insurance company. Suv Brensinger said the structure is completely down and removed. Mgr Grumbine and Suv Brensinger indicated they had spoken to the Engineer for the project and the plan is to rebuild completely.

CHIEF OF POLICE REPORT – Chief Harold Easter**A.) Calls For Service – January**

Chf Easter reported on the summary of activities for the month of January. A total of 499 citizen/Police contacts were completed along with 9,985 miles on the cruisers.

B.) Jonestown Boro Agreement

Chf Easter informed the Board Jonestown Boro had contacted him about doing some Police services for them. They are requesting 8 hrs monthly of Police services for patrolling in the Boro. Chf Easter stated he has a drafted agreement from Jonestown Boro for the Board's approval. Suv Brensinger said he is aware NLT, as well as Jonestown Boro, must adopt an Ordinance. He said he would be willing to give a contingent approval for signing the inter-municipal agreement. It would be contingent on both municipalities advertising and adopting the ordinance. NLT's Hearing could be held during the March meeting. He asked Atty. Leonard if that would allow enough time to advertise the Hearing. Atty. Leonard stated it would only need to be advertised one time so it would work for the March meeting. Suv Sattazahn indicated his agreement as he said he knows Suv Miller does not have any issues with this request.

MOTION was made and seconded to approve signing the inter-municipal agreement and Atty. Leonard advertising the Hearing for the March Supervisors' meeting. Motion unanimously carried.

C.) Bike Donation – Toys for Tots Program

Chf Easter said there has been an accumulation of bicycles in the Police garage, currently 6. He is asking for approval to donate and release these bicycles to the Marine Corps Toys For Tots program.

MOTION was made and seconded to approve the release of the 6 bicycles to the Toys For Tots Program in agreement with Resolution 8-2000. Motion unanimously carried.

D.) Life Saving Award – Sgt. Knight

Chf Easter reported on a "life Saving Award" that had been presented to Sgt. Knight. While answering a call on December 24, 2016, Officer Knight had the occasion to perform lifesaving CPR on a fire company member. Sgt. Knight is being awarded for saving this person's life. Suv Brensinger expressed his appreciation to Sgt. Knight and offered the Board's commendation for a job well done.

TOWNSHIP MANAGERS REPORT – Cheri Grumbine**A.) MHP License Renewals - 2017**

The annual renewal of the Mobile Home Parks is due in January. The Twp has received 6 of the 7 park owner's submission of paperwork and fees. The outstanding park is Lakeside Mobile Home Park. The Board is being asked to approve the 6 submissions received.

MOTION was made and seconded to approve the 6 renewal applications submitted for the Mobile Home Park Licenses for 2017. Motion unanimously carried.

B.) Verizon Agreement (Ebenezer Poles)

Bob Deck had attended the last Board meeting to discuss 7 poles located between the Ebenezer Fire Co and Long Lane. These poles belong to Verizon not Met Ed. A signed agreement is being requested regarding these poles owned by Verizon. There is an annual fee of \$5/pole (\$35 annually), a surety bond or irrevocable Letter of Credit (\$10,000), and insurance coverage (Twp). Mgr Grumbine is asking how the Board wants her to proceed with this request pertaining to requirements from Verizon. She said she is sure the Committee is not able to provide a surety bond or letter of credit.

Suv Brensinger said he realizes this Committee is a small group of individuals. He questioned if the Twp Insurance would cover this type of bond. Mgr Grumbine replied she would have to contact the Insurance Co to ask a few questions. Suv Brensinger and Suv Sattazahn agreed they would like to table this request until some questions could be researched with the Insurance Company.

C.) Bridge Inspection – Under 20’ Span

Lebanon County Planning conducts biennial inspections of the larger bridges in the County. North Lebanon Twp has obtained a proposal from Wilson Consulting to inspect our 2 smaller bridges (under a 20’ span) at the same time the larger bridges are being inspected. The proposal listed a cost of \$1600 (\$800 per bridge). The Supervisors are being asked to approve this proposal from Wilson Consulting.

MOTION was made and seconded to approve the proposal from Wilson Consulting to inspect 2 smaller bridges under a 20’ span at the cost of \$1600 (\$800 each bridge). Motion unanimously carried.

D.) Beers & Hoffman Architecture Proposal Revised

The front office area is being reviewed for changes at the front counter area. The project is being revised to provide 2 walls at the counter area for security purposes. The price to design and provide construction was \$1975. The Board is being asked to authorize signing of this proposal.

MOTION was made and seconded to authorize signing of a proposal from Beers & Hoffman in the amount of \$1975 for a re-design regarding the front office. Motion unanimously carried.

E.) Approval to Advertise for Bid Paving & Fuel

Bid packets have been prepared and reviewed by Sol Wolf for 2017 for bidding fuel (diesel) and paving (milling and paving of N 8th Ave section). The Supervisors are being asked to approve the letting of these bids which would be due back to the Twp by March 15th @ 10AM. The bids will be opened and read at that time. A tabulation of the bids will be completed and provided to the Board for action at the March 20th meeting.

MOTION was made and seconded to approve advertising for the fuel and paving bids for 2017, reading and tabulation to be provided at the March 22nd meeting. Motion unanimously carried.

F.) ZHB Case – 2111 W Maple St

A Zoning Hearing Board meeting is scheduled for Tuesday, March 21st @ 7:30PM for the property located at 2111 W Maple Street. The property is zoned R2. The petitioner proposed to utilize the building as a multi-use commercial business, which would include Eastern Electrical Systems, Eastern Marine Systems, and Neilson Real Estate Offices.

ZHB Case – 2111 W Maple St (con't)

The petitioner is also proposing a 4'x6' wall sign. The Board is being asked if they want a representative to attend this Hearing to discuss any concerns with them as this petition is heard. The Supervisors confirmed this was the former Leiby warehouse. Mgr Grumbine confirmed that is the building. She mentioned the various uses that are being proposed for this building. Suv Sattazahn questioned how that can happen if there is no water or sewer to the property. Mgr Grumbine stated that is why she is asking about someone attending the Hearing to hear what the petitioner plans for the property. Some discussion followed about the meeting and attendance at the meeting.

G.) Resolution 8-2017 – Destruction of Municipal Records

Resolution 8-2017 is for destruction of Municipal records per the adopted Municipal Records Manual. To authorize these records being properly destroyed the Board is being asked to adopt Resolution 8-2017.

MOTION was made and seconded to adopt Resolution 8-2017 for destruction of certain municipal records. Motion unanimously carried.

H.) Young Lungs at Play Signs – PR Date (Mar/Apr)

The non-smoking signs for the Twp playgrounds have been received. A promo date should be selected in later March/April. Discussion followed and it was indicated that the date of Apr 26 following the PSATS Conference would work well for everyone. A possible time of 2:30 or 3:00 pm was also suggested. Mgr Grumbine will work with Lori Books to confirm date and time with Lebanon Family Health Services and our Park & Recreation Board

I.) Pertinant Issues

1. PC Year-End Report – The Planning Commission provides an annual report of all their activities completed throughout the year. The report for 2016 has been submitted to the Board for their information.

2. Ebenezer Beautification Committee Open House Plan Meeting 2/28 – An Open House “Dedication Ceremony” is being planned by the Ebenezer Beautification Committee. It is being held at the Ebenezer Fire Hall on Saturday, April 22 at noon. The Committee is asking for one of the Supervisors to lead the ceremonies on behalf of the Twp. Mgr Grumbine stated that she will be attending a planning meeting to be held on 2/28/17 to get details for the Open House. She asked about one of the Supervisors being available to attend the Open House and to lead the ceremonies as had been requested. After some discussion, it was decided to ask Suv Miller to attend the Open House on behalf of the Supervisors.

3. Private FH Listing – During the 12/19/16 Board meeting Brian Vragovich, GL Fire Chf, discussed with the Board specific private fire hydrants that were not being maintained. Following the meeting Suv Brensinger obtained a listing of all private fire hydrants in the Twp. Also obtained was an agreement with one of the owners that states owners are required to maintain the private hydrants on their property. Sol Wolf will be mailing a letter on behalf of the Twp.

4. 2016 Annual Zoning Report – LCPD – Lebanon County Planning Dept provides an annual report listing the number of construction permits issued for NL Twp as well as the construction cost amounts for the year.

5. Community Park Tree Dedication Program – A map showing the Community Park and the new tree plantings as well as the species was prepared by Lori Books. The trees will be available for dedication after paying the fee and signing an agreement with Twp. The informational brochure will be available in the office.

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

A.) County Development Block Grant Project Agreement – E Old Cumberland St – Curb/Sidewalk

Atty. Leonard reported to the Board that the Twp has been approved for \$80,513 from the County Development Block Grant application submitted. The Grant funds are for curbing and sidewalks in the E Old Cumberland St neighborhood. Suv Brensinger questioned if paving is included in that amount also. Atty. Leonard replied this is for sidewalks and curbing only. The Twp would be able to reapply to the County to see if there are remaining funds from 2016 to be used for the actual paving process. Suv Brensinger expressed his concern that the quote received approximately 2 years ago, would be different. Discussion followed about paying any cost differences from the General Fund. Suv Brensinger confirmed this is for NL Twp’s project and not the combined project with S Leb Twp. He was told that is correct. The funds are for sidewalks/curbing in NL Twp only.

MOTION was made and seconded to authorize signing the agreement with the County for the CDBG Grant award for curbing/sidewalks in the E Old Cumberland St area. Motion unanimously carried.

B.) Ordinance Updates – Mini Cell Tower & Others (Police Agrmt/MS4)

The process for advertising and scheduling a Public Hearing for the Mini Cell Tower Ordinance as well as a few other updates is being worked on. The Twp needs to adopt the proposed changes to the Mini-cell Tower Ordinance. This is a zoning ordinance change and will require comments from our Planning Commission and Lebanon County Planning Dept prior to the public hearing. The Board agreed we should proceed to advertise the hearing for the March meeting.

C.) Fire Company MOU – Capital Reserve Fund

The Supervisors are working with the Fire Companies to establish a process for providing funds into a Capital Reserve account for the individual companies’ use.

COMMENTS FROM BOARD MEMBERS

A.) Suv Brensinger

Suv Brensinger explained that Suv Miller is still working on recovering from illness and hopes to be back for the March meeting. Both Supervisors wished him a speedy recovery.

With no further business to discuss, meeting adjourned.

Respectfully Submitted

Theresa L. George
Recording Secretary