

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
JANUARY 21, 2013**

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:

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

Also in attendance was Kathy Hackleman of the Lebanon Daily News, Fire Chief Brian Vragovich of Glenn-Lebanon Fire Co. and several other individuals. The meeting was called to order and the pledge to the flag was done.

COMMENTS FROM THE PUBLIC

A.) Steve Sherk – Steckbeck Engineering – MS4 Related Issue

Steve Sherk, an Engineer with Steckbeck Engineering, was in attendance to review pertinent items that need to be addressed for compliance with the new regulations for meeting MS 4 requirements. Mr. Sherk had attended the County Convention in 2012 and had presented a general overview of MS 4 issues in a power point presentation. A brief version of this presentation was provided highlighting North Lebanon Township in order to provide a clearer understanding of the direction NL Twp must go to meet the requirements associated with the new permit. This presentation will be part of the Twp's educational outreach program that is one of the requirements.

A power point presentation was displayed for the public and several components of the new requirements were discussed. Mr. Sherk reviewed the six minimum control measures the Twp must undertake. Mr. Sherk also reviewed the most important highlights of what the Twp is expected to accomplish with its outfalls and the various procedures the Twp is required to follow. He outlined the time table for filing reports to DEP, as well as explained some of the terms used when discussing MS4 issues. Mr. Sherk told the public that North Leb Twp already has in place a good process for achieving the requirements within the MS4 program. He closed his remarks by saying if there are any questions regarding MS4 issues, he could be reached at Steckbeck Engineering and would provide website information to those who wish to research the topic any further.

Martin Barondick questioned who or what is the largest offender when pollution of the streams is reported. Sherk replied it is the Ag districts that tend to be the number 1 pollutant of the streams. Barondick expressed his dismay at the fact that the largest offender of pollution is not affected by these MS4 requirements. He was told the Ag issues are addressed through separate regulations including the requirement of filing a Nutrient Management Plan. Mr. Sherk told Barondick that Agriculture was not his area of expertise. He works with the municipality on the MS4 requirements.

Earl Roberts asked about impaired streams. At what threshold is a stream considered impaired? Mr. Sherk told him there are several different categories used when reviewing and declaring an impaired stream. There are many factors used to classify an impaired stream so it is difficult to give him a simple answer to his question. Mr. Sherk will provide a website where Mr. Roberts can review the listing of impaired streams.

B.) Bruce Sattazahn – Lions Lake Walking Trail

Mr. Sattazahn told the Supervisors he wanted to discuss the walking trail located through the Lions Lake Park. He and his wife wanted to walk there a week or so ago and were forced to leave due to the amount of goose droppings on the path. He questioned if the Twp plans to do anything about cleaning the walking path. He was told there is nothing that can be done but wait for a good rain to wash it from the trails. A conversation followed about the migratory patterns and the interference of those patterns. Also the numbers of birds has increased significantly. Many choose not to leave the area anymore.

Suv Brensinger mentioned that at one time the park Foreman was “harassing” the geese to try to get them to leave. He doesn’t know if Dave is still doing anything like that or not. Another factor is that the geese are protected and we are very limited as to what scare tactics we use to get the geese to leave. Sattazahn summed the discussion up by saying so what he is hearing is that there is not much that can be done. The Board agreed with this statement and that they would check into what the Park Foreman is doing concerning the situation at this time.

APPROVAL OF MINUTES

MOTION was made and seconded to approve minutes from the meeting of January 7, 2013. Motion was unanimously carried.

APPROVAL PAYROLL and PAYMENT OF INVOICES

MOTION was made and seconded to approve payroll, invoices for payment subject to audit. Motion was unanimously carried.

FIRE CHIEF’S REPORT – Brian Vragovich – Glenn-Lebanon Fire Co

A.) 2012 Summary – All 4 Fire Companies

Brian Vragovich of Glenn-Lebanon Fire Co gave a summary of activities for all 4 Fire Companies regarding the year 2012. A total of 45 trainings were attended. There were a total of 5,930 feet of various sized hoses pulled during the year of 2012. The property damages amounted to \$398,750.00 and property saved amounted to \$729,950.00 in the year 2012. A total of 521 calls for service were logged with a breakdown of some of the responses as follows: emergency calls 269, 118 assists, 45 trainings and 134 mutual aid calls. Total training and call hours for the year totaled 12,804.36.

B.) Glenn-Lebanon Fire Company – New Rescue Truck

Brian Vragovich reported to the Board on the new Rescue Truck now in the possession of the Glenn-Lebanon Fire Co. Brian explained the 4 companies are now reviewing, collectively, the types of equipment needed and the necessity of establishing specialization for each company. Each Fire Co will have specific equipment which will be used to service all of North Lebanon Twp. There should be no duplication of specialized equipment. Brian stated there will be a need for some of the equipment to be duplicated for each Fire Company as that cannot be avoided. He used for example Glenn-Lebanon now hosts a Rescue vehicle,

Fire Company Equipment (con't)

Ebenezer has a tower truck; Weavertown provides vehicle rescue tools and Rural Security offers use of a pumper truck. Brian continued on to say the costs for offering fire services keeps rising and is always a challenge to volunteer companies as well as the municipality who tries to help fund them. The cost of providing complete gear for 1 fireman is \$8,000.

C.) Change of Insurance Carriers

Chf Vragovich reported to the Supervisors on a change in the Insurance carrier for the fire Companies. For many years they were insured under VFIS. Within the last year the Chiefs had met with Bob Longley who is an agent that specializes in Fireman Insurances. By going with Longley the Fire Companies were able to realize a significant savings in premiums and received better coverage options through Selective. He told the Board the Fireman's Relief Assoc has also changed to Selective for insurance coverage. Suv Miller asked if Bob Longley was the agent who had spoken to the Fire Chiefs when the Supervisors were in attendance. Brian replied yes that is the same agent. Chf Vragovich told the Supervisors it is too easy to become complacent when dealing with insurance issues. He thinks it would be a good idea for the Fire Companies to review their options every three years to insure a good price and coverage options.

CHIEF OF POLICE REPORT – Chief Harold Easter**A.) Calls for Service – Month of December/ 2012 Year Summary Report**

Chf Easter reported on the activities for the month of December 2012. Chief Easter mentioned some of the individual categories for these calls of service. He reported there was a total of 606 Police-citizen contacts for the month of December. Chf Easter also provided a summary for the year 2012. A total of 1,777 Police-citizen contacts were made for the year 2012. He clarified that these contacts included traffic stops and citation activities.

B.) Lebanon County Humane Society Contract

Chf Easter reported he had spoken to some of the other Police Chiefs concerning the proposed changes in the contract with the Humane Society. After discussing this issue Chf Easter is recommending the Board approve the contract with the Human Society.

Item number 4 in the contract spells out the municipality paying \$45 for each dog and cat taken in by the Humane Society. Suv Brensinger expressed his concern about NL Twp paying for animals reported to be taken from NL Twp then finding out the animals originated from another municipality and the paperwork being incorrect. He felt there should be some sort of method to verify the information before the Humane Society invoices the Twp. Suv Brensinger stated that he knows the Twp could not handle this type of service and he expressed his appreciation that the Humane Society is able to provide this service for the Twp. However he does not wish to use NL Twp funds to pay for another municipality's animals.

Chm Miller suggested Mgr Grumbine write an addendum on the contract regarding the verification of location for an animal pick up or drop off. That verification should be completed with Chf Easter before the Humane Society accepts the stray animal. After some conversation the Supervisors agreed they were comfortable with this suggestion.

Audrey Zellers asked for clarification on the \$45 per animal. Does that mean the individual dropping off a stray animal is paying that fee? Chf Easter replied no North Lebanon would be required to pay the fee. The only fee an individual would pay would be if they were picking up their animal that had been turned into the Society.

MOTION was made and seconded to approve the contract with the Humane Society including an addendum stating verification of the stray animal location be provided to Chf Easter monthly. Motion unanimously carried.

TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine

A.) Fire Escrow Accounts – Per Township Ordinance

There have been 2 recent fires in North Lebanon Twp that will fall under the Twp's 1999 Fire Escrow Ordinance. This Ordinance requires that under certain criteria fire escrows be established with the Township to insure either rehab of the property or demolition of the damaged structure. An escrow has been set up for 1841 Martin Dr. The property located at 1520 Sholly Ave is in the process of establishing an escrow. These escrows are placed into separate accounts with PLGIT.

B.) Ebenezer Fire Company – 2013 Non Emergency Activity List

During the Jan 7 meeting 3 of the 4 Fire Companies had submitted their Non-Emergency Activity Lists for the Boards' approval. Ebenezer Fire Co has now provided their Non-Emergency Activity List for approval. The Board is being asked to take action on the list if they are satisfied with the activities listed. The Board's approval would cover the Fire Co under our Worker's Comp Insurance.

Since the Jan 7th meeting Glenn-Lebanon Fire Co has provided 2 additional dates which were unknown at the time of their submission. Glenn-Lebanon has scheduled an appreciation dinner to be held Feb 22, 2013 and a spaghetti dinner to be held March 8, 2013. The Board was asked to review these 2 additional activities before offering their approval.

MOTION was made and seconded to approve the Non-emergency list as provided by Ebenezer Fire Co. Motion unanimously carried.

MOTION was made and seconded to approve the dates of 2/22/13 (appreciation dinner) and 3/08/13 (spaghetti dinner) to the schedule of Non-emergency activities provided by Glenn-Lebanon Fire Co. Motion unanimously carried.

C.) Ebenezer Lake Dam Inspection Report

The annual Ebenezer Lake Dam Inspection was completed by Jeff Steckbeck. A copy of the report has been provided to the Supervisors for their review. The report has been submitted to DEP. Jeff Steckbeck will attend a future meeting should the Board receive comments from DEP that they would like to discuss. Dave Strohm, Park Foreman, was also provided with a copy of the Report in order to monitor those items as outlined in the report.

D.) Regional Comprehensive Plan

The most recent update of the Regional Comprehensive Plan, December 19, has been provided to the Supervisors. This update includes the Joint Planning Commission Public Meeting held Oct 4, 2012 at the South Lebanon Elementary School. Mgr Grumbine has also provided a Memo from her outlining some minor corrections for this latest draft. The Board was told that the maps that go along with the plan have been ordered and will be provided tomorrow. A definite date for a Joint meeting has not been scheduled as of yet but March is being discussed. Once a date is determined the Board will be informed of the date.

E.) Resolution No. 6-2013 – Various Fee Schedule

Resolution 6-2013 outlines various fees associated with Ordinances the Twp has adopted through the years. Chm Miller questioned the Athletic Association fee and whether it has increased. He was told, no, it has been set at \$500 per Association since the adoption of that fee. The only other fee Chm Miller questioned was for a Handicapped sign. Does he understand that the individual pays the cost of the sign for placement at their home. Suv Brensinger replied the individual pays for the materials and the Twp provides the labor to install. The Board is being asked to approve the schedule of fees.

MOTION was made seconded to adopt Resolution 6-2013 regarding the fee schedule for NL Twp. Motion unanimously carried.

F.) Resolution 7-2013; Appointment to EIT Executive Committee Board

During the December meeting Jim Loser of S Lebanon Twp and Cheri F. Grumbine (alternate) were appointed as TCC representatives. Due to some potential remaining issues with the EIT Executive Committee, the Board is being asked to appoint Jim Loser of S Leb Twp as the representative and Cheri F Grumbine of NL Twp as the alternate.

MOTION was made and seconded to adopt Resolution 7-2013 appointing Jim Loser representative and Cheri F. Grumbine as alternate for the EIT Executive Committee Board. Motion unanimously carried.

G.) Misc Police Items Sold on Municibid

Det Lauver has been working on cleaning out numerous unwanted obsolete items located in the Police Dept. The items were listed on Municibid in hopes that someone would offer bids and we could clean out these unwanted items. A spreadsheet has been provided to show the Supervisors the individual items, the high bidders and the amount offered. The Supervisors are being asked to authorize release of these items to their respective high bidders.

MOTION was made and seconded to approve the sale of the various items advertised on Municibid to the high bidders. Motion unanimously carried.

H.) Pertinent Issues

1. The 2013 Mobile Home Licenses renewals have been received. Mgr Grumbine reported that all 7 Mobile Home Parks have submitted their renewal applications and payments for the year 2013. The Supervisors received a listing of each park and the number of units in each park. The only park that had a difference was Countryside and that is due to their recent expansion. Some of the lots are not yet being used. Suv Brensinger remarked on having all 7 MHP applications and payments submitted at the appropriate time.

MOTION was made and seconded to approve the 2013 renewal applications submitted by the 7 Mobile Home Park owners. Motion unanimously carried.

SOLICITOR'S REPORT – Sol Frederick Wolf**A.) Resolution No. 5-2013; Appointment of Pension Investment Advisor for 2013**

1. Summary of Contract – Conrad Siegel
2. “Notice & Summary of Awarding the Professional Services Contract”
3. Resolution No. 5-2013

Resolution No. 5-2013; Appointment of Pension Investment Advisor for 2013 (con't)

Sol Wolf explained the process the Twp had to follow to be compliant to the new Act 44 requirements. A request for proposals had to be advertised. Once proposals were received an interview process took place. During the interviews a scoring program was used to rate the proposals. Once an Investment Advisor is selected the Twp is required to adopt the Notice and Summary of Awarding the Professional Services Contract.

The next step is to authorize a contract with the Township to manage the Uniform and Non-Uniform Pension Plans. This information must be displayed on the Twp website for a total of 7 days before the contacts are executed. All other firms that provided proposals will receive a copy of the proposal awarded along with the Summary, the Disclosure Form and the Scoring Chart. Resolution No. 5-2013 adopts the procedure and appoints Conrad Siegel as the Twp's Pension Investment Advisor.

Martin Barondick questioned this topic. Is this for the employee pensions, both Uniform and Non-Uniform employees? Chm Miller confirmed it is for both Uniform and Non-Uniform employees.

MOTION was made and seconded to adopt Resolution 5-2013 appointing Conrad Siegel to Investment Advisor for the Twp's Pension Funds. Motion unanimously carried.

Sol Wolf stated he would work on the 457 Plan change over for their February meeting.

B.) Personnel Manual – Executive Sessions in January

Sol Wolf told the Supervisors it is time to schedule a few Executive work sessions to discuss the Personnel Manual. He suggested they choose several and then a few dates will be scheduled to meet. Dates could be discussed following tonight's meeting.

C.) Addendum to Sahonic Purchase Real Estate Agreement – 3/15

As the original settlement date of December 2012 did not take place, an addendum was added to the agreement with the Sahonics for purchase of their property at 1401 E Old Cumberland St. South Lebanon Twp has already committed to their share of the agreed price for this purchase. A new settlement date of March 15th @ 11AM will take place at the Henry & Beaver offices located on Willow Street.

D.) Knox Box Compliance – Round 1 for Boxes Ordered

Sol Wolf said he had received a report that all the previous non-compliant addresses for Round 1 of the Knox Box notices are now in compliance. Some of the boxes may not be activated but have been ordered. This is in reference to Round 1 of 4 different Rounds that have been mailed to Twp businesses as of this date. There is 1 more remaining group of notices to be mailed in the near future.

COMMENTS FROM BOARD MEMBERS

A.) Suv Miller & Suv Brensinger

Both Supervisors welcomed Suv Ken Artz back and stated that they hope he continues on the road to feeling better.

With no further business to discuss the meeting was adjourned.

Respectfully Submitted,

Theresa L. George
Recording Secretary