

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
JUNE 17, 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 were several individuals. The meeting was called to order and the pledge to the flag was done.

COMMENTS FROM THE PUBLIC

A.) Michelle Hawk – Lebanon Community Library

Ms. Hawk told the Supervisors she is here to thank the Twp for their financial support to the library and to tell them about some of the events and activities planned for the summer season. A few of the scheduled events include a session this Saturday, the 22nd, which targets any adults that have I-phones, I-Pads, tablets or any electronic I-device that they might have questions about. There will be people available to assist and/or answer the questions. On July 8th a special event that kicks off a statewide program and the kickoff will be held at the Lebanon Library. It is called “Book Flix” and is a program that targets getting children excited about reading in the summertime when they are on vacation from school. Ms. Hawk asked the Supervisors if they have any questions for her pertaining to the library and any scheduled functions. Suv Brensinger expressed interest about the I-phone/electronic session. The Board members thanked her for her time.

B.) Robert Huffman –Stormwater Issue from Ebenezer Cemetery

Mr. Huffman stated Brad Meyer could not attend tonight. He refreshed the Supervisors on the issue of water runoff from the cemetery creating a problem for the properties that back up against the cemetery. As Suv Brensinger was not in attendance at the meeting when this issue was discussed, he questioned Huffman if the water problem starts in the area of New St where underground piping had been installed to direct some of the water runoff away. After some discussion Suv Brensinger stated that the problem Huffman is describing is something different from what he thought the issue was. Suv Brensinger asked Huffman about the drain that is located south of the former church property. Huffman replied it is actually located on his property and the drain is in working condition. The problem is the amount of water draining off the cemetery comes in greater volumes than the stormdrain can handle. After some more discussion, Huffman stated that he is aware that Ed’s work is overloaded right now. He will wait until a better time when he can meet with Ed at the site to talk about a possible solution to the problem. He has pictures of the last hard rain to show what it looks like when the water is draining down off the cemetery.

C.) Michael Keefer – E Brookfield Drive; Night Campfires

Mr. Keefer told the Supervisors he has 2 issues to bring up tonight. The first issue is the “recreational burn permit” issued by the Police Department. These burn permits have restrictions as to what allowable items are to be burned, permitted times to burn as well as a warning to extinguish the fires when finished. Keefer told the Supervisors what happens once these people obtain the permit, the people then think they can burn whatever they want to burn. Unfortunately for him he then has a house full of smoky odors as he likes to have his windows open when weather permits. He has several neighbors that participate in the burning of paper goods, remodeling materials and green products which produce large amounts of smoke and terrible odors.

Chm Miller questioned Chf Easter about the “recreational burn permits” that are issued by his department. Chf Easter stated there is an information application the individuals are asked to complete. At that time they are provided with the regulations that go along with this permit. There is no charge for the recreational permits. Chm Miller suggested Chf Easter provide the Supervisors with information about the application and procedure for issuing the burn permits. The Supervisors should take a look at the burning Ordinance also. He asked that the public call the Police Dept when they suspect the campfire privileges are being abused.

Sharon Eynon of Glenn-Lebanon Drive agreed with the comments being made by Mr. Keefer. She said they also have neighbors who light a “campfire” whenever they feel like it. She knows they are burning unacceptable items because she can see the smoke and smell the odors. Chm Miller advised her to phone the Police Dept when these activities are occurring.

Soliciting Notices - Mr. Keefer told the Board he has another issue he wanted discuss. He displayed a sticker which had been posted on his door. He told the Supervisors he sometimes has to travel for several days with his work. He comes home to find these solicitation notes stuck on his front door. What is a better invite for someone to come and rob his home? He thinks there should be a stop put to this type of activity. Sol Wolf told him that the soliciting can be stopped by posting on his property a sign stating “No Solicitation”. According to the Twp ordinance if this sign is ignored by vendors the Police Dept can issue a citation to whoever is soliciting and possibly revoke the required permit to solicit in NL Twp. Keefer indicated he was not aware of this fact. Chm Miller suggested to Keefer he call these vendors to tell them of his displeasure when finding the notices on his door.

D.) Ronald Eynon- Glenn-Lebanon Drive; Loud & Inconsiderate Neighbors

Mr. Eynon told the Supervisors that ever since 2008 he and his wife have been putting up with rude and inconsiderate behavior from their neighbors. Parties and loud nighttime activities are conducted whenever they feel in the mood. They also are guilty of burning campfires as well as their trash creating foul odors for the Eynons. After some discussion Chm Miller suggested to Mr. Eynon that he meet with Chf Easter to discuss some of these issues to see if they can be resolved through the Police Department.

E.) Robert Huffman – Ebenezer Road; Brubaker Proposed Chicken Houses

Mr. Huffman asked if the Brubaker plan had been approved by the Board of Supervisors. He noticed there had been large construction equipment brought onto the property located on Long Lane. Huffman stated they have begun moving dirt around. Mgr Grumbine told Huffman the Land Dev Plan has not been approved as of yet. However Brubakers were granted permission to begin preparations for construction by Lebanon County Planning Dept.

Huffman – Ebenezer Road (con't)

This plan is on the July agenda for the NLT Planning Commission meeting and should be ready for a recommendation as most of the requirements have been addressed. Huffman asked about turning radius and traffic restrictions. Mgr Grumbine replied all that information is included in the Land Dev Plan and suggested he attend the July Planning Commission meeting to see the Plan or stop in the office beforehand to review.

APPROVAL OF MINUTES

MOTION was made and seconded to approve minutes from the Supervisors meeting of May 20, 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.) Monthly Summary for NLT Fire Companies**

Chf Vragovich provided a summary report for all 4 volunteer fire companies. A total of 43 responses for service were logged for the month of May. A total of 400' of various sized hoses were pulled, 25 emergency calls, 4 training sessions and 9 mutual aid calls during this past month. A total of 333 volunteer man hours were logged.

B.) Training Sessions

Brian reported that a Haz Mat session is being repeated for any company members who might have missed the first session or anyone who wishes to repeat the session. He said a few other training sessions are being offered which may be attended by some of the fire company members. Brian said he likes having the option of these training sessions and continues to encourage the members to attend.

C.) Public Meeting Glenn-Lebanon Fire Hall

Brian announced that a Public Meeting for the Rockwood Sewer Project is being held at the Glenn-Lebanon Fire Hall on Monday, July 8th. The meeting will be held by the Municipal Authority to allow the public an opportunity to obtain answers to any questions they have about the sewer project. The Board was very appreciative to Glenn-Lebanon Fire Company for hosting this event.

CHIEF OF POLICE REPORT – Chf Harold Easter**A.) Calls for Service Report – Month of May 2013**

Chf Easter reported on the activities for the month of May 2013 and mentioned some of the individual categories for these calls of service. He reported there were a total of 705 Police-citizen contacts for the month of May with a total of 10,000+ miles logged on the cruiser cars.

B.) DOT Details

Robert Huffman asked Chf Easter how the DOT truck is doing regarding netting the Twp some revenue. Chf Easter replied the DOT details are not scheduled monthly but at periodic times throughout the year. Suv Brensinger told Huffman he will be surprised to hear the Twp gets little revenue from these details. When asked to explain, Chf Easter stated the majority of the monies go to the State with only the fine monies distributed to the Twp. Huffman suggested the Officers sit at Old Ebenezer Rd and Tunnel Hill if they want to get some revenue.

C.) Criminal Law Student Intern

Chf Easter introduced the Police Dept's student intern as Stuart Koch. Chf Easter stated Stuart is a Criminal Justice student and will be making a decision as to what type of Law Enforcement he will pursue.

TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine**A.) Resolution 15-2013; Ratification of Adoption of Cornwall-Lebanon Comprehensive Plan**

The Board of Supervisors attended the Joint Public Officials meeting to discuss and adopt the Cornwall- Lebanon Regional Comprehensive Plan on Thursday, June 6th at the CCHS. After a brief public comment period, the Elected Officials discussed each of the remaining outstanding items in order to finalize the Plan. Following that discussion North Lebanon Twp, South Lebanon Twp and North Cornwall took official action to approve the Regional Plan. As a result of that official action Resolution No. 15-2013 has been assigned to that official action, for the record. West Cornwall has decided to delay any action until they could contact their Solicitor in regards to a Preamble they may be interested in adopting along with their Resolution to approve the Regional Plan.

North Cornwall Mgr Robin Getz and Mgr Grumbine attended a Chamber event on June 13th as Michelle Brummer, Consultant for the Regional Comp Plan, discussed the Plan with the Chamber members. Mgr Grumbine and Mgr Getz assisted in a question and answer period that followed Mrs. Brummer's presentation to the members.

B.) Adoption of Resolution 16-2013 & 17-2013; Market Value of Assets

Conrad Siegel, acting as the Twp's Actuaries for Pensions, has suggested that Resolution No. 16-2013 (Non-uniform) and 17-2013 (Uniform) be prepared adopting the market value of assets, as the actuarial value of assets as part of the actuarial valuation for the NLT Pension Plans. Mgr Grumbine reminded the Board that the procedure for the Pension program had been changed due to the market fluctuation. A 5-year "smoothing plan" had been recommended at that time. Now the market is showing signs of improvement and it is being recommended to go back to the market values.

MOTION was made and seconded to adopt Resolution 16-2013 and Resolution 17-2013 adopting market value of assets as part of the actuarial valuation for the Non-Uniform and Uniform Pension Plans. Motion unanimously carried.

C.) Knox Box Ordinance - Proposed Changes

Recently there were 2 businesses requesting an alternate location for their Knox Boxes due to unusual circumstances. In working with the Fire Chiefs for the respective districts, new locations were agreed upon. Because of these requests, a form has been drafted for those instances where the Fire Chief(s) agree that unusual circumstances do necessitate an alternate location for the Knox Box.

If the Supervisors are agreeable to this direction, Sol Wolf and Mgr Grumbine will work together on revisions to the current Ordinance which requires the Code Enforcement Officer's approval for an alternate location. It seems more practical to have the Fire Chiefs make a determination about an alternate location for installment. The Fire Chiefs have suggested the first and second response company to make these types of determinations. If the Board should be in agreement to proceed in this direction, additional input would be asked for from the Fire Chiefs.

Knox Box Ordinance - Proposed Changes (con't)

Chm Miller asked Chf Brian Vragovich to comment on this suggestion. Brian stated that the Fire Chiefs had all discussed this issue at the last Fire Chiefs meeting. They are all in agreement that the location portion of the Knox Box Ord could be handled by the Fire Chiefs as it is not an enforcement issue. They had reviewed the drafted application for a variance of location for the box installment and were in agreement that it covers all necessary information. The Chiefs also agree the decision would be based on the opinion of 2 of the Fire Chiefs, East (Rural Security & Weavertown) and West (Ebenezer & Glenn-Lebanon). Should there be the need, a third opinion would be asked for from one of the other Chiefs. The Supervisors were in agreement that the revising of the verbiage in the Knox Box Ordinance should be revised and the “Code Enforcement Officer” wording should be removed from the Ordinance.

Suv Brensinger questioned if the Fire Chiefs have some sort of pictiory for the situations where there is a change of location for installation. Brian stated that the location is described in the checklist that is part of the locking process. This information is shared with all 4 Fire Companies.

D.) MS-339 Applications for County Aid

Mgr Grumbine told the Supervisors that the County Aid allocation is now being based on the 2010 Census. As a result of that, we will be receiving \$11,429 towards the Twp’s 2 paving projects (Mechanic and Miller Streets) for 2013. The Board is being asked to authorize the signing of the County Aid Application. Mgr Grumbine informed the Supervisors she is happy to see this change from the previous allotments which were at the same rate for over 27 years. The County Commissioners have now decided to base the allotment on the population which makes more sense to her.

MOTION was made and seconded to authorize the completion and submission of the Application for County Aid (MS -339) Liquid Fuels. Motion unanimously carried.

E.) Pertinent Issues

1. New Web Address: www.northlebanontwppa.gov - during the PSATS Conference a training session recommended that all townships now use the DOT GOV website address. North Lebanon Twp’s new website address is now www.northlebanontwppa.gov . The old address will direct visitors to the new site for a short transition time. The new website will also be announced in the next Newsletter.

2. CH2M HILL Letter dated May 28, 2013; Act 14 Notification Team 2014 Project – A letter of notification was received in regards to Texas Eastern Transmission, LP. The letter states Texas Eastern will be overhauling their existing facilities and had included a description of the areas to be affected. Mgr Grumbine said the only 2 areas in the NL Twp that seem to be affected is the Pumpkin Ridge property located off Prescott Drive being used as a wareyard and a few properties located off Heffelfinger Road where access roads will be constructed. She told the Board this is just informational and requires no action from them.

3. Out of County Reconciliation Results - The Board had adopted the recommended Protocol and authorized payments of validated Out of County Claims listed in the amount of \$43,294.01 for North Lebanon Township in 2012. Lancaster County would receive the payments and after participating municipalities and school districts had made their payments to Lancaster, Lancaster County TCC would release their funds to Lebanon County.

Out of County Reconciliation Results (con't)

NL Twp had received a payment in January of 2013 in the amount of \$15,370.50 and a second release in March of \$25,305.87. The Out of County Claims for NL Twp had been \$43,294.01 and the returns equaled \$40,676.37 for a total debit amount of \$2617.64. Mgr Grumbine told the Supervisors this is being provided as information only and no action is required from them.

4. Assessment Appeals – The County Assessment Office has provided the Assessment Settlement Values for NL Twp to date. A total of 31 properties to date have reached a settlement. The Township's Assessment Value has dropped \$10,438,400 due to these settlements. The Twp has 2 more sizeable appeals to be resolved, Weavertown Terrace and Lebanon Valley Mall. When this information is received Mgr Grumbine will update the Board.

5. Yard Waste Expansion / Ball Field Replacement Area - A revised conceptual plan for a new ball field was received. It is being recommended representatives from the Union Canal Athletic Assoc attend the July 2 meeting of the Park & Recreation Board to review the conceptual plan and offer comments for approval or recommend changes for the Engineer. Suv Brensinger indicated his interest in attending this meeting also.

6. Lebanon County SALDO Ordinance – A draft of the Lebanon County Subdivision and Land Development Ord has been received by the Twp. Mgr Grumbine asked the Board to begin their review of the Ordinance as LCPD is asking for comments before July 30th. Some of the highlighted areas are in regards to the new MS4/stormwater regulations.

7. Hazard Mitigation Plan – Mgr Grumbine had attended a meeting at LEMA and submitted comments. The plan includes updating to the outfall/ piping at the Rte 72/Jay St area of Lions Lake be considered for Grant applications.

SOLICITOR'S REPORT – Solicitor Frederick C. Wolf**A.) Personnel Manual; Executive Sessions – June – Set Up Dates**

Sol Wolf stated the Personnel Manual review has started with the committee meeting last week. A preliminary copy should be available within the next week. Another date will be scheduled on a date that will work with everybody's schedule.

B.) Ordinance Updates

Sol Wolf and Mgr Grumbine have been meeting to review some revisions to the existing Ordinances. Input from Chf Easter and the other Dept Heads has been requested. The Knox Box Ord and the burning Ord will be reviewed and added to the updates. Once the review is completed, Sol Wolf will prepare a draft to provide to the Supervisors for their review. Once all revisions have been completed the Ordinance will be scheduled for a public hearing at one of the Supervisors meeting.

C.) Set Joint Meeting with Municipal Authority

Sol Wolf explained the Supervisors and the Municipal Authority meet annually to discuss common issues. During the meeting in December of 2012 it was decided to meet at least one other time during the year to discuss some of the topics that should be considered before the December Joint meeting. He told the Supervisors the Authority members have all agreed on July 11th at 5:30pm. The Joint meeting will begin at 5:30 prior to the regularly scheduled Authority meeting.

Joint Meeting with Municipal Authority (con't)

By scheduling the meeting in this fashion if the meeting is still in progress when the regular Authority meeting is scheduled to begin, the Joint meeting will continue until it is concluded and then the regular Authority meeting will begin. All 3 Supervisors indicated the date of July 11 will work for their schedules.

D.) Rockwood Update (Email from Engineer 6/14/13)

Sol Wolf reviewed an email received from Scott Rights who is the Engineer for the Municipal Authority and the Rockwood Sewer Project. A suggested outline of scheduled activities and completion of certain items was read. Sol Wolf told the Supervisors this was a suggested schedule. In a project such as this one it is possible that there will be deviations and delay issues due to other people's schedules.

One of the topics listed was the paving of the Rockwood area roads. It was reported that the Met Ed crews are now on site to begin trimming trees and getting ready to provide electric to the pumping station. Some of the equipment has been brought in to begin preparing for the paving process to begin. The paving of Washington Ave will be delayed due to the Met Ed equipment traveling throughout this area. Suv Brensinger stated that he had attended a meeting this morning about this paving issue. He suggested that to delay the paving of Washington Ave would not be necessary. In his opinion the Met Ed equipment traveling this road would not weigh anymore than the typical garbage truck would weigh. The down side would be that there would probably be a charge or fee for bringing the paving equipment back to the area a second time. He repeated it had only been a suggestion. He does not know what the final decision will be.

Sol Wolf repeated the information that Brian Vragovich had stated earlier regarding the public meeting to be held at the Glenn-Lebanon Fire Company for the people involved in the Rockwood Sewer Project. The meeting is scheduled to begin at 6:30pm on July 8th. The meeting will be advertised in the newspaper and a letter will be mailed to the affected individuals. Brian volunteered to post the info on the Glenn-Lebanon signboard.

COMMENTS FROM BOARD MEMBERS

The only comment from the Board members was to welcome Ed Brensinger back after his recovery period due to some health issues.

With no further business to discuss the meeting was adjourned.

Respectfully Submitted

Theresa L. George
Recording Secretary