

MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
BUDGET WORKSHOP - OCTOBER 2, 2013

The duly advertised budget workshop was held on Wednesday, October 2, 2013, at 8:00 AM, at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon. The following members were present.

Richard Miller	Chairman
Edward Brensinger	Vice-Chairman
Cheri Grumbine	Township Manager
Sheila Wartluft	Assistant Township Manager
Bruce Sattazahn	Supervisor-Elect

Absent:	
Kenneth C. Artz	Treasurer

No residents attended the budget workshop.

The Board first met with Dave Strohm, Building Maintenance/Park & Recreation Foreman. Mr. Strohm started with the building maintenance (409s) Departmental items. He reviewed the Energy Incentive Program through First Energy. This incentive program provides \$100 for each fluorescent light fixture upgraded to a more energy efficient LED fixture. The net cost of the proposal from Pollart Electrical is about \$50/60 per light fixture. Total cost for the Township is estimated to be \$3900 with a \$30 per fixture annual energy savings resulting in a two year net return on investment. Next, Mr. Strohm reviewed a suggestion to insulate the duct work on the N 8th Avenue structure and a new garage door opener at the Narrows Drive property. Pertaining to Park & Recreational improvements, Mr. Strohm presented 3 items for a total cost of \$19,592. 1.) Two adjustable backboard extensions; 2) Recoating of the tennis court at Community Park; and 3) Paving the parking area off Ashton Drive. In discussing the paving the Board requested that this project be coordinated and bid with our annual street paving projects.

The Board also discussed with Mr. Strohm his thoughts on part-time employees to handle the maintenance needs of our 3 parks now that Lenni Lenape Phase I is projected to be completed and opened for spring of 2014. Mr. Strohm suggested that maybe we could have a part-time employee that would just mow at Lenni Lenape and Community Park, reducing the number of hours for our part-time employee at Community Park. Also, look at hours needed for the Lion's Lake Park. Mr. Strohm admitted that his plate is very full with projects and maintenance needs. Considering the additional park maintenance for the new Lenni Lenape Park now would be an appropriate time to re-evaluate our maintenance needs to maintain all 3 parks.

Next, the Board discussed with Tim Buffenmeyer, Mechanic for our ever-growing fleet of vehicles with the township and maintenance needs associated with them. Mr. Buffenmeyer discussed the police vehicles, used fire police vehicle recently acquired (Traffic 52), highway vehicles, wastewater vehicles, administration vehicle, etc. Mr. Buffenmeyer also discussed with the Board the maintenance of the outside emergency generator for our entire building.

The Board discussed with Chief Easter his requests for the Police Department. The Chief made a recommendation to hire 2 part-time police officers. He explained that this would be especially helpful for scheduling during the summer months when they see an increase in calls for service and Officers off on vacation. Various budgetary items were discussed. The Capital Purchases for the Police Department include a replacement vehicle at \$33,000. Another \$21,000 for the following items, 7 cameras (1 for each vehicle), 1 shotgun (replacement), Enradd system, lap top computer, mounts for computers, a portable radio, entry tool, and 2 bicycles with necessary equipment.

The Board reviewed with Chief Easter his projected revenues from various fines, accident reports, agreement with West Lebanon, and other reimbursable special details involving our Police Officers.

The Board continued with reviewing the General Fund projected Revenues for 2014 from all sources. When we receive from the Assessment Office the Certified 2014 Assessment figure, adjustment to this revenue will be made accordingly.

Following the Revenues, the Board reviewed the remaining projected Expenditures for 2014. For Administration Capital Purchases a Copier, Laptop, and software upgrade is listed totaling \$12,700.

Under EMC needs, the Board will also be discussing their requests at a future workshop. However, 2 items have been placed in the budget at the request of the committee that is currently working on updating our EOP and equipping the Emergency Command Center for use in case of an emergency in North Lebanon Township. These items are 1) White Board and other misc supplies and 2) ID Card maker. These two items total \$1700.

The Manager explained that Chief Easter is working out our current bill with the Humane Society. In addition, he will also be discussing next year's contract with them.

Next, the Board reviewed the Highway Department budgetary items. There are no Capital Purchases requested for the General Fund. Equipment items will be discussed under the Capital Reserve Fund and Liquid Fuels Fund in future budget workshops.

Both the Land Preservation Funding and Library Funding are shown at current 2013 rates for 2014.

Manager Grumbine next informed the Board that the 2014 MMO for both Police and Non-Uniform Pension has been provided to the Board. These figures, along with estimated State Aid using the 2013 allocation, are included in the 2014 budget.

The next advertised budget workshop is for October 21, following the regular Board meeting.

The budget workshop adjourned at 1:00 PM.

Respectfully Submitted,

Cheri F. Grumbine
Manager/Secretary