

MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
BUDGET WORKSHOP - OCTOBER 21, 2013

The duly advertised budget workshop was held following the regular Board meeting on Monday, October 21, 2013. The workshop started at 8:00 PM, at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon. The following members were present.

Richard Miller	Chairman
Edward Brensinger	Vice-Chairman
Kenneth C. Artz	Treasurer
Cheri Grumbine	Township Manager
Sheila Wartluft	Assistant Township Manager

Theresa George, resident and employee attended the budget workshop. There were no other residents that attended the workshop.

The Board continued their review on the General Fund expenditures where they left off at their previous workshop. Stormwater expenses were discussed including the cost of a complete inventory of all storm water structures throughout the township. MS-4 mandates the inventory of stormwater structures within the urbanized area and the general feeling is that all areas will be required to be inventoried in the near future. The Township is working with Steve Sherk of Steckbeck Engineering to accomplish this goal for 2014.

The Board looked over the General Fund revenues and expenditures again to review a few changes from our last workshop by Manager Grumbine. Manager Grumbine also discussed possible wage increases for both the Police and Non-Uniform employees at 2%, which is currently shown in the budget. With on-going contract negotiations with the Police Department this figure is unknown at this time. A chart was also provided on health insurance costs with 2 proposed rates of premium contribution by employees. The Board asked Manager Grumbine to reflect 3% for 2014. The Board will have to trim about \$117,000 from budget expenditures in order to balance the budget for 2014. The Board looked at Capital Purchases and discussed the bicycles proposed for the Police Department. However, no decision was made regarding this proposed expenditure.

The Board discussed the 4 radios provided to the Fire Police through the Fire Companies and the 4 radios purchased December 2013 by the Board. The Fire Police are very pleased with the new radios and their functions. The Board needs to confirm that the older portable radios will remain with the Fire Police for their use and the Fire Companies will not require them to be returned for their use. If this were to happen the Fire Police will be short on radios for communication at incidents.

Manager Grumbine reviewed the Street Light Fund where there are no increases projected for 2014.

Next, Manager Grumbine reviewed the Capital Improvement Fund where stormwater and parking lot improvements and a replacement ball field are proposed at \$192,000. This would be a worst case scenario based on the township contracting out the entire project. Also, shown is a projected cost of \$10,000 for the demolition of the existing house and garage on the 1401 E Old Cumberland Street property recently purchased in conjunction with South Lebanon Township. The demolition is a joint project with expenses being shared between the two municipalities.

Manager Grumbine reviewed the Capital Reserve Fund budget. This fund includes the purchase of a new police SUV vehicle at \$33,000, as well as replacement of the existing 2001 Mack Truck #3, tandem dump truck for the highway department at \$184,400 less the trade-in of the current vehicle projected at \$30,000.

Manager Grumbine reviewed the Special Project Fund Budget (recycling). The township will expand the yard waste/recycling facility in 2014 utilizing a DEP grant. There is no increase in the annual yard waste card for 2014 and the annual fee will remain at \$30/calendar year. There are 2 leaf blowers and 2 cab cam truck cameras also included in the budget at a cost of \$990. Roadmaster/Supervisor Brensinger provided brochures regarding these two items and their intended use.

Next, the Board reviewed the Park & Rec Fund, which consists of the “Fees in Lieu” of paid by developers on all approved residential subdivision plans. Also included is the DCNR grant specifically awarded for the development of Phase I of the Lenni Lenape Park. The new park is scheduled for DCNR inspection on October 31, and we are hopeful that everything is completed per the approved plan and the money held in escrow can be released following their inspection and the inspection of the engineer with LCPD.

The Board next reviewed the Liquid Fuels Fund budget, which is the allocation received from the State Liquid Fuels Tax for the purpose of maintaining the road system. Supv Brensinger reviewed his suggested paving projects for 2014, which are Cherry Street, Snow Drive, and Grubb Avenue. The Board requested that Grubb and Snow be completed with regular paving material and not oil and chip as proposed. Cherry Street was planned with regular paving, so no changes were made to this paving project. Microsurfacing is also planned for a portion of N. 8th Avenue; Miller Street; and Mechanic Street. Also, a replacement truck for Truck #1 a 2002 Ford F550 Diesel is proposed from this fund for the highway department at a cost of \$48,150. In addition, regular routine maintenance items are included in the Liquid Fuels budget such as line striping, stormwater upgrades, winter maintenance materials, and base repairs and crack sealing to various roads throughout the township.

The Board looked over the proposed meeting dates for 2014 and agreed to continue with their meetings held the third Monday of every month. January 6th would be the organizational meeting. Suggestions were made for dates for the Joint Meeting with the Municipal Authority for June 12 and November 13.

The next advertised budget workshop is for November 6th starting at 6:00 p.m. with the Fire Chiefs.

The budget workshop adjourned at 10:00 p.m.

Respectfully Submitted,

Cheri F. Grumbine
Township Manager/Secretary