

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
JULY 21, 2014**

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

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.) Beverly Bland – Oak Lane

Ms. Bland spoke to the Board about the condition of Oak Lane and the continual sinkholes or indentations that are appearing on Oak Lane. She said at least one of the areas is so large that if a child were to hit it with a bicycle, that child would go end over end resulting in an injury. As a tax payer she has 2 questions for the Supervisors;

1. Are there plans to fix this problem?
2. When is it to be completed?

Suv Brensinger told Ms. Bland he is one of the Supervisors but he is also Roadmaster for the Township so he will be able to answer both of her questions. Roadmaster Brensinger explained the settling or the deterioration of the required under lining, usually stone or stone dust, used when installing sewer lines. Through a period of time if the correct process is not followed or inferior materials are used there is a settling which in turn, during a hot period of time, causes the blacktop to begin softening and to sink into the void left from the settled sewer line. He said there are plans to complete repairs to these areas. However all preparations for this year's paving project must be completed first. There are 3 major paving projects that are being prepared at this time. Grubb Ave preparations have been completed. Once Cherry Street is finished, the area on the Twp grounds being used for the Yardwaste expansion will need to be prepped for paving. Once all those projects are completed the sinkhole repairs will begin. Ms. Bland asked again, that will happen when? Roadmaster Brensinger replied he anticipates it to happen maybe around the second week of August, if the previous projects all go according to plan. The process involves coming in with a grinder and digging out the trench line, re-compacting the line area and then filling it in. Crack sealing will be the final step in the process.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the meeting minutes from the Joint Meeting with the Municipal Authority held on June 12, 2014. Motion was unanimously carried.

MOTION was made and seconded to approve the Board of Supervisors meeting minutes from June 16, 2014. Motion was unanimously carried.

APPROVAL 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 – Chf George Gettler - Rural Security Fire Company**A.) Monthly Summary for NLT Fire Companies**

Chf Gettler reported on some of the activities of the four volunteer fire companies for the month of June. There were 21 emergencies, 8 NLT assists, and 11 mutual aid calls for a total of 40 response calls in the month of June with 11 training sessions attended. A total of 129:53:00 volunteer man hours were logged for June as well as 185:40:00 volunteer training hours.

Chf Gettler shared some of the details involved with an accident situation that lead to a house fire. It occurred during the storms experienced just recently. He mentioned the firemen had to wait quite some time before Met Ed responded in order to cut electrical service to the structure.

B.) Training Sessions

Chf Gettler stated there is still quite a bit of training hours available through the Berks County program. As the trainings are scheduled the Twp will be kept informed.

CHIEF OF POLICE REPORT – Chf Harold Easter**A.) Calls for Service Report – Month of June 2014**

Chf Easter reported on the activities for the month of June 2014 and mentioned some of the individual categories for these calls of service. Chf Easter reported there were a total of 811 Police-citizen contacts for the month of June with a total of 9,281 miles logged on the cruiser cars.

Earl Roberts questioned the calls for service reported. He asked if they were telephone or dispatch calls. Chf Easter replied some are phone calls made during the daytime hours directly to the office. Mr. Roberts questioned the number WalMart calls received. Is there a breakdown for those calls? Chf Easter responded there is a category for retail theft and the WalMart calls fall into that category. He provided the number of retail theft calls received from WalMart in various dollar amount to Mr. Roberts. Chf Easter could not say how many of those are directly related to WalMart.

B.) National Night Out – Aug 5; NLT Police Dept Meet & Greet Night

Chf Easter reported a “meet and greet” will be hosted by NLT Police Dept on Tuesday, Aug 5 from 6-8pm. It is an opportunity to come and meet the emergency responders. All 4 Fire Companies have been invited to attend.

C.) Fire Police – Bruce E Daub

Chf Easter stated we have a new volunteer Fire Police who will take the Oath tonight. His name is Bruce Daub. Mr. Daub repeated the Oath of Office as administered by Chm Brensinger. Upon completion the Board members, Mgr Grumbine, Sol Wolf and Chf Easter all offered congratulations and thanks to Mr. Daub for volunteering his time and efforts. A badge was presented and the necessary signature was completed by Mr. Daub.

Chm Brensinger took a moment to announce that if anyone is interested, or knows of anyone interested, there is a need for volunteer firefighters and fire police. He asked that the word be passed along to anyone who might be interested.

TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine**A.) Comcast Franchise Agreement**

The current Franchise Agreement with Comcast expires February 2017. The staff at Swatara Twp and Cleona Boro have expressed interest in again coordinating the renewals with Dan Cohen, a specialized attorney, which was used jointly to draft the current agreement. Mgr Grumbine is asking the Board for their agreement to work with Sol Wolf in contacting other municipalities to confirm when their agreements expire and whether they would be interested in working with other municipalities and Mr. Cohen.

Comcast Franchise Agreement (con't)

Suv Brensinger questioned if it is normal to begin this process so far out from the expiration date. Mgr Grumbine replied yes, the process is begun early. The Supervisors were all in agreement to begin working on the Franchise agreement and authorizing contact with surrounding municipalities for their interest.

B.) Pertinent Issues

1. Stormwater/ Ball Field Project – The stormwater improvements and the new ball field project started today.

2. EOP/ NARMS Manuals - The Board had been provided a CD with the EOP and NARMS Manual for their review. The review is to be continuing. If there are any questions Mgr Grumbine volunteered to schedule a time with Det Lauver to discuss any questions or comments. Chm Brensinger asked if there is a timeline for approval of these documents. Mgr Grumbine suggested September which is close to budget time.

3. LCCWA Invite – July 29th – The Lebanon County Clean Water Alliance has put together an evening event to showcase an example of new and innovative Stormwater BMP's recently installed at Coleman's Park. In addition there will be a presentation by Charlotte Katzenmoyer, City of Lancaster-Director of Public Works, to share her experiences on Lancaster City's actions as a pilot study for EPA and Lancaster's sustainable development initiatives pertaining to MS4s and stormwater. EPA has issued another round of violation letters to various municipalities bringing home the importance of addressing and complying with MS4 regulations. One component of the MS4 is education and this event is being held at the request of Elected Officials that are not available during the day and unable to attend our regular meetings. Your attendance is appreciated and can be documented in the Twp's Annual MS4 Report to DEP. A registration is requested by July 22 and Mgr Grumbine stated she would be happy to register anyone who plans to attend. All 3 Supervisors indicated they would be attending the event.

SOLICITOR'S REPORT – Solicitor Fred Wolf**A.) Ord 3-2014 – DROP Provision for Pension Plan**

Sol Wolf stated that Ordinance 3-2014 is a part of the recently approved Police contract. He reminded the Supervisors that during a previous Hearing for Ord 2-2014 there was one item withdrawn and set aside to discuss and to possibly be included in Ord 3-2014. The streets to be listed as Snow Emergency Routes has now been reviewed and provided to Sol Wolf. Sol Wolf is asking if the Board is now in agreement with the listing of streets to be named Snow Emergency Routes. Suv Miller questioned Chf Easter if he had the opportunity to meet with Ed to discuss the streets included on this listing. He was told by both Suv Brensinger and Chf Easter that the list is a result of their discussion. Sol Wolf indicated that he would be advertising Ord 3-2014 as a Public Hearing to be held during the August Board meeting.

B.) Personnel Manual

Sol Wolf said the review of the Personnel Manual is an ongoing project. The final section is being reviewed and this project should soon be coming to a close.

C.) Code Enforcement Violations – May 10th Deadline

Sol Wolf gave the Supervisors an update on some of the code violations within the Twp. He had the opportunity to meet with Off Kline who is now the Code Enforcement Officer. One issue in particular at this point is that the property has been condemned due to dangerous health concerns. The owner has not attempted to bring the property into compliance or made any attempt to pay any of the fines/penalties that have accrued. He explained this matter is being handled through the courts. The Twp will be filing a lien against the property. In hearing about the condition of the house, Suv Miller questioned if this means the structure will have to be demolished? Sol Wolf replied that would be a determination made by whatever bank takes ownership of the property. Anyone attempting to clean up the property would have to be specialized and/or licensed to accomplish it correctly.

Code Enforcement Violations (con't)

Suv Miller questioned if the Fire Companies have been notified of the condemnation of the property. Suv Brensinger looked to Chf Gettler to answer as to whether or not they were notified. Chf Gettler said he was not aware of any of this until tonight. He told the Supervisors that the Fire Companies really should be notified of these types of situations. None of the Fire Chiefs would want to send their crews into an unsafe situation. Sol Wolf offered to provide the information to the applicable Fire Chief. Chf Gettler stated that if the information could be provided to Theresa, in the office, she will know who needs to receive this type of information. After some discussion, it was decided that all 4 Fire Chiefs should receive the information as opposed to just the applicable Fire Chief. Chf Gettler stated there are times when the companies cross into each other's districts.

D.) ZHB Hearing – VzW; Rescheduled in July

A Hearing has been advertised and scheduled for July 24 @ 7:30pm regarding the Verizon Wireless petition to erect a communication tower on the Twp grounds. Suv Miller questioned how long the hearing is expected to last. Sol Wolf said that is something that would be hard to determine. It depends on the number of individuals who wish to speak after the initial presentation is given. The presentation will probably be about 45 minutes. The Zoning Board might require some time for decision making. So it is difficult to tell how long the hearing might last.

COMMENTS FROM BOARD MEMBERS**A.) Suv Bruce Sattazahn – Health Insurance**

Suv Sattazahn requested that he and his wife, Kathy, be added to the health care insurance policy held by the Twp to be effective September 1.

MOTION was made and seconded to add Bruce and Kathy Sattazahn to the health care insurance policy held by the Twp to become effective September 1. Motion carries with 2 positive votes and Suv Sattazahn abstaining.

With nothing more to discuss, meeting adjourned to allow an executive session to discuss personnel matters.

Respectfully Submitted

Theresa L. George
Recording Secretary