

**MINUTES  
NORTH LEBANON TOWNSHIP  
BOARD OF SUPERVISORS  
AUGUST 18, 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.

Chm Brensinger stated a Hearing will be held for the adoption of Ord 3-2014 which will be conducted by Sol Wolf.

**PUBLIC HEARING: Ordinance 3-2014 – Drop Provisions; Emergency Street Listing**

Sol Wolf started the Public Hearing at 7:05pm by mentioning the advertisement for the Public Hearing and the availability of Ord 3-2014 in the middle office for public viewing. He reminded the Board that the DROP portion is in agreement with the newly adopted NLT Police Contract. The Police Assoc has been provided with the information to review and have indicated their agreement with the contents of the Ordinance. The other portion of the Ordinance addresses a list of snow emergency streets. This list was created after conversations between Roadmaster, Ed Brensinger and Chf of Police, Harold Easter.

Sol Wolf explained he would review the information and then ask for comments or questions. Anyone wishing to comment is asked to raise their hand, state their name and address for the record then continue with their remarks.

Sol Wolf started by explaining the portion of the Ordinance which deals with deferred retirement options program for the Police Officers after meeting certain criteria. The NLT Police Assoc has reviewed this information and indicated their agreement. The ordinance also provides for the Manager to execute the Amendment to the Police Pension Plan.

The next section of the Ordinance deals with a portion in the Motor Vehicle Section regarding the snow emergency routes. This list has been prepared and discussed by the Road Foreman and the Police Chief and has been approved by both of them. The list of additional streets was read to the public.

At this point Sol Wolf asked for comments or questions from the public. No comments were presented.

Suv Miller questioned if this information about the Pension Plan Amendment was provided to the Pension Review Committee. Sol Wolf replied it was not necessary to get the Committee's approval as this Amendment is required under the Internal Revenue Code to be adopted by Ordinance. The information will certainly be provided to the Committee for informational purposes.

Sol Wolf stated that since there are no public comments, Ord 3-2014 is before the Supervisors for action.

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**MOTION** was made and seconded to adopt Ord 3-2014. Motion unanimously carried.

Public Hearing ended at 7:13pm.

**COMMENTS FROM THE PUBLIC**

**A.) William Sheetz – Earning Eagle Scout Award**

The Board recognized William Sheetz who is in attendance and working toward earning his Citizenship and Community Award for becoming an Eagle Scout.

**B.) Dave & Leslie Porter – Penny Lane**

Dave Porter addressed the Supervisors asking about the possibility of closing Penny Lane for a short period of time to allow for a block party. They would like to schedule a party on a Sunday afternoon for all the residents that reside on Penny Lane. By closing the road the concern about traffic would be eliminated. Dave Porter explained that he had spoken to Mgr Grumbine and she suggested they attend the meeting to get the Board's feelings on the issue before taking the time to plan this activity.

The Board discussed the request and then indicated their agreement that the closing of Penny Lane would be acceptable to them. However they looked to Chf Easter for an opinion before approving the request. Chf Easter stated he could foresee no problems with this request. Suv Brensinger said once they have all the details arranged, they should contact Chf Easter. The road crew will drop off traffic cones and a few barricades to place across Penny Lane on the day of their party. Dave Porter agreed to contact Chf Easter once details are decided. He thanked the Board for their time.

**C.) Patrick McKinney – Sholly Ave**

Mr. McKinney told the Board he would like to ask them to review the definition of a front yard in regards to a "through lot". Mgr Grumbine explained that a "through lot" is one that is located between 2 parallel streets. McKinney said he has had several conversations with Song Kim and Bob Sentz of Lebanon County Planning. The current Ordinance reads that a lot such as this is considered as having 2 front yards. This limits the property owner as to what can be placed on what they consider their backyard. The McKinneys would like to have a swimming pool installed and due to the current interpretation of the Ordinance, they are restricted from having one installed. McKinney told the Board that Bob Sentz told them the LCPD does not have any objections to what is being proposed but they must follow the ordinances the Twp has adopted. He had suggested to the McKinneys they discuss this with the Supervisors.

Mgr Grumbine mentioned that about 2008 or 2009 we changed our definition of "through lot" to take care of these types of issues. The Board read the definition and agreed it now provides "through lot" to have 1 designated front yard and 1 rear yard. Some discussion was held about the current definition and Mgr Grumbine reviewing with LCPD if there are any other sections of our Zoning ordinance that are in conflict.

**MOTION** was made and seconded to have Sol Wolf review the Zoning ordinance and offer clarification to the current definitions for a "frontyard" situation involving corner lots and/or through lots. Motion carried unanimously.

Chm Brensinger stated that Mgr Grumbine should notify LCPD to inform them that the Supervisors are in agreement with the McKinneys receiving a permit for their pool while the Board and Mgr Grumbine work with Sol Wolf to clarify the Twp Ordinance regarding a definition for frontyard.

**APPROVAL OF MINUTES**

**MOTION** was made and seconded to approve the meeting minutes from the Joint Meeting with the Municipal Authority held on July 21, 2014. Motion was unanimously carried.

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**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 – Allen Firestine, Ass't Chief Rural Security Fire Co****A.) Monthly Summary for NLT Fire Companies**

Ass't Chf Firestine reported on some of the activities of the four volunteer fire companies for the month of July. There were 171 emergencies, 106 NLT assists, and 88 mutual aid calls for a total of 365 response calls in the month of June with 98 training sessions attended. A total of 531 volunteer man hours were logged for July.

**B.) Ebenezer Fire Co – Used Book Sale**

Mgr Grumbine reported that the office had received a request from Ebenezer Fire Co to list a used book sale on Sept 26<sup>th</sup> and 27<sup>th</sup> on their non-emergency activity list. The Supervisors are being asked to approve this activity. Suv Miller asked Chf Toby Gettler if they have a good turnout for these used book sales. Toby replied that the sales are usually a good event. There is a good variety of books available.

**MOTION** was made and seconded to approve the used book sale for Ebenezer Fire Co to be held on Sept 26<sup>th</sup> & 27 of 2014. Motion unanimously carried.

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

Chf Easter reported on the activities for the month of July 2014 and mentioned some of the individual categories for these calls of service. Chf Easter reported there were a total of 772 Police-citizen contacts for the month of July with a total of 9,859 miles logged on the cruiser cars.

**B.) West Lebanon Contract**

Suv Miller questioned Chf Easter about a report from the W Lebanon Twp activities. He asked what year of the contract we are now in with W Lebanon Twp. Chf Easter replied it is the 3<sup>rd</sup> year of the contract and everything seems to be working well.

**TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine****A.) Tree Dedications for Lenni Lenape Park**

Looking forward to the fall planting season, Suv Sattazahn has offered to review the list of proposed trees shown on the Land Dev Plan for the Lenni Lenape Park. He offered to suggest species that are low maintenance and pest/ insect resistant. Based on the suggested list, the Township has received a proposal from a local nursery in Fredericksburg to supply 41 deciduous trees for the Park. It is being suggested the Board approve ordering and planting of the trees all at one time and then offer a dedication program similar to the one used for Lions Lake. Mgr Grumbine will meet with Sheila and Dave to draft an outline of the “dedication policy” so it is agreed on how the dedication program will work. The cost of 41 trees is proposed at \$5330. It is anticipated that most if not all trees would become dedicated and within a few years the cost would be recovered.

The Board reviewed the approved plan for the park and the location of the suggested trees. Suv Brensinger questioned if the design must be followed exactly as designated on the plan. His concern is that some of the trees are shown very close to the walkway which is macadam. Suv Sattazahn stated that some of the trees root systems would be more invasive than the others. He is suggesting that he and Ed review the trees and make decisions about the placement of the different varieties. Suv Sattazahn questioned if the intention is to have the Highway crew complete the planting of the trees once the delivery is made. The last tree planting went very well and was successful. He is hoping to repeat the process with this tree delivery. Suv Sattazahn is also suggesting the disc golf design team be contacted for comments about the proposed plan for tree plantings. The season to complete the plantings is rapidly approaching, which is autumn.

**Lenni Lenape Park (con't)**

The Supervisors discussed the tree planting process and then indicated they were in agreement to approve the ordering of these trees.

Suv Sattazahn explained that he sometimes helps with deliveries for Boltz and therefore would prefer to abstain from voting on this issue.

**MOTION** was made and seconded to approve the tree ordering process for Lenni Lenape Park and the Highway Dept to complete the planting process. Motion carried with 2 votes in favor and Suv Sattazahn abstaining from the vote.

**B.) Pertinent Issues**

1. Stormwater/ Ball Field Project – Progress is continuing on the stormwater and ballfield project. Various pipe and structures were delivered to the project site. Suv Miller asked if the retention area that is planned will help the neighbor's issues. Chm Brensinger stated it will contain the stormwater for all the Twp grounds and disperse the water gradually.

2. EOP/ NARMS Manuals – The Board was provided with a CD containing the EOP/ NARMS Manual. Continuing with the Board's review any questions can be directed to Det Lauver, Suv Brensinger or Mgr Grumbine. If a meeting with Det Lauver would be beneficial it can be scheduled. Mgr Grumbine asked Chf Easter to mention this to Det Lauver. The Supervisors agreed a meeting with Det Lauver would be beneficial to review the highlights of the plan.

3. County Conference – The Lebanon County Supervisors Conference is scheduled for October 16<sup>th</sup> at the Days Inn (Quality Inn) in Lebanon. Registration begins at 8:00am.

**SOLICITOR'S REPORT – Solicitor Fred Wolf****A.) Comcast Franchise Agreement**

Sol Wolf reported that several of the surrounding municipalities have indicated their contracts with Comcast are nearing expiration around the same time and are interested in jointly pursuing a renewal contract with Comcast. Also expressed was interest in using Cohen Assoc to negotiate the renewal contract. Sol Wolf has received a proposal from the Cohen Group which he has provided to Mgr Grumbine.

**B.) Personnel Manual**

The Personnel Manual review continues and could possibly be ready for action at the September meeting.

**C.) Code Enforcement Violations**

Sol Wolf reminded the Supervisors that there are 2 properties currently on the list for legal action due to code enforcement violations. One of the properties has 2 mortgage companies involved. Sol Wolf reported that both companies have been contacted and have reported back that there has not been any delinquent activity with the property. They also expressed surprise when informed about the types of violations. Sol Wolf reported that the lien process will continue.

**D.) ZHB Hearing VzW - Approved**

Mgr Grumbine and Sol Wolf had attended the Zoning Hearing for the Verizon communication tower placement on the Twp grounds. The request for the variance was approved by the Zoning Hearing Board. Sol Wolf has been in contact with Verizon requesting a schedule for work activities and the possible start time for this project.

Suv Brensinger questioned if Verizon will be required to file a Land Development Plan. He was told no it will not be required due to the limited area being developed.

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**COMMENTS FROM BOARD MEMBERS****A.) Paving Update**

Suv Brensinger gave an update on the 2014 paving projects. The paving work completed by the subcontractors on Cherry St was finished today. The paving for Grubb Ave and Snow Dr was completed on Thursday and Friday. The Highway crew will need to “tweak” the jobs a bit to be completed. The edges will need to be filled in and some of the spots need to be touched up. The paving that is scheduled for the YardWaste Facility will take place on Aug 26<sup>th</sup> & 27<sup>th</sup>.

Suv Brensinger offered his opinion on some of the paving that still needs to be considered in the Twp. Suv Brensinger told his fellow Board members that the Kimmerlings Rd paving cannot be put off any longer. If plan “A” is not completed, he will have to move into plan “B”. Kimmerlings Rd has received all the “band aid” work that can be done to it.

Some discussion was held about the proposed paving of Kimmerlings Rd for 2015. The difficulties of getting Met Ed to move on the relocation of at least 14 poles has been a real hurdle. Suv Miller asked if getting the Twp Solicitor involved would make the process move any quicker. Suv Brensinger replied he is really reluctant to follow that avenue. While he finds the waiting on Met Ed frustrating, he understands that they are currently working on projects that will collect them revenue. The Kimmerlings Rd pole relocation project needs to be completed but will be at Met Ed’s expense. He prefers to continue to “squeak the wheel” and hope that it will urge the process along. Sol Wolf voiced his agreement with Ed’s comments.

Suv Sattazahn mentioned the time of year being late August and the idea is to relocate these poles in late fall and winter, will it be enough time to get all the work completed by springtime? Suv Brensinger stated he is hopeful that it can be accomplished. After finishing the same project on Kochenderfer Rd about 3 years ago, he knows how beneficial it will be to have the Kimmerlings Rd project completed. At this point he thinks it is best to continue on with what has been done and hope for the best.

With nothing more to discuss, meeting adjourned to be followed by an executive session for discussion on personnel and litigation matters.

Respectfully Submitted

Theresa L. George  
Recording Secretary