

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
OCTOBER 20, 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.

PRESENTATION OF LIFE SAVING AWARD

Chm Brensinger asked Officer Randall J Morgan to approach the Board table. He explained the Board is recognizing Officer Morgan with the Life Saving Award in honor of his quick reactions which saved the life of a small child. Officer Morgan performed CPR on a child at an area convenience store on July 19, 2014. Due to his quick response the child's life was saved. The Supervisors thanked Officer Morgan for his quick thinking and dedication to his profession.

COMMENTS FROM THE PUBLIC

A.) Lebanon Community Library – Michelle Hawk

Michelle Hawk offered to update the Supervisors on all the services the Community Library provided in the past year. The opportunity to attend some computer training classes is also offered periodically. She told the Board that the donation of \$6000 from the Twp has proved to be a real benefit to the residents of North Lebanon Twp. She quoted some statistics that showed North Lebanon residents are taking advantage of all the services that the library has to offer.

Chm Brensinger thanked Ms Hawk for attending this evening. He mentioned that the Twp's donation of \$6,000 has been included in the current proposed Budget for the Library. He is pleased to know that the donation is helpful to the tax payers of North Lebanon Twp.

B.) Justin Smith – 2098 New St; Annual Christmas Event

Mr. Smith explained to the Supervisors that he has 3 requests to make to the Board. His Relay for Life team hosted an event last year during the Christmas season on his property. The event was a one night event. This year they would like to have the event for 5 evenings. All the profits go to various non-profit organizations such as Relay for Life, Salvation Army, Ebenezer Fire Co and Glenn-Lebanon Fire Co. Smith told the Board they are trying to cover all possible scenarios prior to these events which is why he is here tonight. The safety of the public is a great concern to his group. They would like to close off the area on New St from Water St to 21st St, which is approximately a block. No traffic will be interrupted but would be rerouted around his property. The second request is to have the public have access to the parking lot at Lions Lake instead of trying to park along the road sides. Finally the third request is to have the street light located at the corner of his property shuttered. Mr. Smith repeated that the major concern is for the public's safety and they are trying to plan accordingly. He told the Supervisors that the planned dates are as follows: 11/29; 12/06; 12/13; 12/20 and 12/27 which are all Saturday evenings and would be between the hours of 5-9pm. It will consist of a light display, a Santa Claus with photo opportunities, baked goods and a few other seasonal activities.

2098 New St; Annual Christmas Event (con't)

The Supervisors all indicated their agreement with closing the street for the one block area located on New St from 21st St to Water St. They also agreed the parking lot would be a better location to park as opposed to along the roadways. Suv Miller mentioned the shuttering of the streetlight being of concern to him. Chm Brensinger stated he is in agreement about the shuttering of the streetlight. He explained that most residents pay a streetlight tax and to have the service shut off even for a short period of time would not please some of these people. He suggested that Smith find a way to “hood” the light during the dates for the events. Smith stated that they do have use of a bucket truck and they should be able to come up with some type of hooding process. The Board discussed a few other thoughts they had. Suv Miller suggested that Fire Police be used to help direct traffic to the parking area. Smith stated that he has already contacted a sign professional to make signs with parking directions. He said he would be happy to make a financial donation to the Fire Police for any services rendered. Suv Miller suggested that Smith contact Chf Easter to discuss details about Fire Police services.

Sol Wolf asked to make a comment. He suggested that Mr. Smith provide a certificate of Insurance, probably homeowners insurance, listing the Twp as additional insured. He said that would cover any liability issues should anyone fall or be injured. Smith thanked Sol Wolf saying they had not thought about that.

MOTION was made and seconded to approve the closing of New St from 21st St to Water St, parking in the Lions Lake lot, use of NLT Fire Police as an option along with the acceptance of a certificate of Insurance listing NLT as additional insured for the dates of 11/29; 12/06; 12/13; 12/20 and 12/27 2014 from 5-9pm. Motion unanimously carried.

C.) Mark Marcellus – FM MacCord Architects

Mr. Marcellus told the Board he had met with LCPD to discuss their proposed Price Rite Store to be located in the Lebanon Valley beside Planet Fitness. As part of the process he was told he had to speak to the Supervisors to get approval for the planned signage to be located on the building front. A building permit will not be released until the Supervisors indicate their approval for the proposed signage. Mgr Grumbine stated she had spoken to LCPD and they had no objections to the proposal for signage. The proposed signage was discussed and pictures reviewed, the Supervisors all indicated their agreement.

MOTION was made and seconded to approve the signage proposed for the new Price Rite Store which will be located in the Lebanon Valley Mall. Motion unanimously carried.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the meeting minutes from September 15, 2014, the Budget workshops from October 1, the AM session and the PM session as well as the October 8 Budget workshop. Motion was unanimously carried.

APPROVAL OF 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

Due to a scheduled training session there were no Fire Chiefs available this evening.

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

Chf Easter reported on the activities for the month of September 2014 and mentioned some of the individual categories for these calls of service. Chf Easter reported there were a total of 681 Police-citizen contacts for the month of September with a total of 8,871 miles logged on the cruiser cars.

B.) Donation of Bikes (per Resolution 8-2000) to Toys-For-Tots

According to Resolution 8-2000, the donation of bicycles must be approved by the Board. Chf Easter is requesting approval to donate 8 non-claimed bicycles to the Marine Toys-for-Tots program.

MOTION was made and seconded to approve the donation of the accumulated bicycles to the Marine Toys-for-Tots Program per Resolution 8-2000. Motion unanimously carried.

C.) Trick or Treat

Chf Easter reported that Trick or Treat will be observed, County wide, on Thursday, October 30th between the hours of 6pm – 8pm with a rain date of Monday, November 3.

TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine**A.) Internal Transfer (Park & Rec to Capital Improvements)**

In 2012 anticipating receiving the DCNR grant upon completion of the work at the Lennie Lenape Park, we budgeted to transfer funds from the Capital Improvement Fund to the Park & Rec Fund. The work is now finished and the grant monies have been received from DCNR. As this transfer was completed 2 years ago the auditors are requesting the transfer receive approval from the Board to acknowledge. Mgr Grumbine is requesting the Board approve the \$50,000 interfund transfer from Park & Rec back into the Capital Improvement Fund, less the amount approved for the trees (\$5330) and maintaining a small balance to remain in the fund.

MOTION was made and seconded to approve the interfund transfer of \$50,000, minus the tree funds, from the Park & rec Fund back to the Capital Improvement Fund retaining a small balance, not to exceed \$1000, in the Capital Improvement Fund. Motion unanimously carried.

B.) Request for Relocation of Knox Box Install – R&L Carriers

A request for relocation of a Knox Box install has been received from R&L Carriers. The request has been signed by both Fire Chiefs, George Gettler and Don Steiner. The Board is being asked to approve the Chairman signature on the form to allow installation of the accessible Guard House with access to gate controls.

MOTION was made and seconded to approve relocation of the Knox Box install for R&L Carriers as requested. Motion unanimously carried.

C.) Dollar General ZHB Hearing – Oct 28, 2014 @ 7:30pm

A copy of a Zoning Hearing Variance was provided to the Board at the September meeting proposing a Dollar General Store at 2501 W Cumberland St. The hearing is scheduled for Tuesday, Oct 28th @ 7:30pm in the Twp meeting room. Mgr Grumbine is asking if there are any concerns from the Supervisors that should be taken to the ZHB for consideration. The truck traffic concerns were discussed by both the Planning Commission and the Board. Any option to widen N 25th St will be lost if the parking lot variance is approved for the 25' required setback. The other item discussed was a possible future traffic light install at this intersection which would require an additional right-of-way from this corner property. If this variance for parking is granted to allow parking up against the Twp right-of-way, we will lose that possibility. A template has not been provided confirming that trucks can make the turn from both directions on Rte 422 to N 25th St and onto their proposed access drive.

The Supervisors discussed some of the details with this site and the requests being made by the potential developer. Suv Miller stated his misgivings about what is being proposed for this particular site. Considering any future improvements for the area would tell you that this proposal will not work if the approvals are granted. He said he will be out of town on this date and will not be able to attend the Hearing. Suv Brensinger said he has concerns about maintaining the current right-of-way which is 60'. He also feels Dollar General needs to be informed that if there is any traffic signal improvements in the future for this intersection, they will be responsible financially to help provide the funds.

Dollar General ZHB Hearing (con't)

Another issue of concern is stormwater upgrades, which could involve dealing with PADOT. Suv Brensinger stated that there are already problems in this area with stormwater. This proposed plan could add to the situation. Although he would be happy to see a business located on this parcel, the Twp needs to be very careful about giving up any right-of-way area. Suv Sattazahn stated he plans to attend the Hearing as a representative for the Supervisors. Mgr Grumbine reviewed all 5 variances being requested at the ZHB.

D.) Resignation of EMA Coordinator – Ron Miller

Ron Miller, EMA Coordinator, has provided his letter of resignation. He was originally appointed by Gov. Rendell on March 3, 2003. Mgr Grumbine told the Board that as EMA Coordinator, Ron has been involved with Tropical Storm Lee and other hurricane/ tropical storm events and several heavy snow events. He has served most recently on the committee to finalize the EOP/NARMS Manual which was recently adopted by the Board. Mgr Grumbine told the Board it is with regret that she asks the Board to accept Ron's tendered resignation effective December 31, 2014. Chm Brensinger told Ron he appreciates all he has contributed during his years of service. Suv Miller agreed with Chm Brensinger's remarks.

MOTION was made and seconded to regretfully accept Ron Miller's written resignation. Motion unanimously carried.

E.) Pertinent Issues

1. Proposed Supervisor Board Meeting Dates for 2015 have been provided to the Supervisors. All meetings are set for the third Monday of the month with the exception of April, which is proposed for the fourth Monday in April. The Supervisors are being asked to review the dates with their schedules and let her know if there are any conflicts. It is important the dates are verified by the Supervisors before being advertised as we are required to have a quorum.

2. Lenni Lenape Tree Planting was completed today. Mgr Grumbine said she would like to thank all the maintenance staff for pulling together and getting this task accomplished all in one day. The cooperation from all the departments is greatly appreciated.

3. Flooring Installation for Police Dept was also a task started today. Mgr Grumbine stated her thanks to Tim Buffenmeyer, Tom Camasta, Mike Kneasel and Dave Strohm for working together in the Police Dept moving furniture and electrical wires and anything else that was needed to prepare for the new flooring installation.

SOLICITOR'S REPORT – Solicitor Fred Wolf**A.) Comcast Franchise Agreement – Cohen Law Group Proposal**

Sol Wolf reported he and Mgr Grumbine had conducted a telephone conference with the other 2 municipalities that are involved with the Cohen Group proposal. A public meeting will be required as part of this process. If everything goes accordingly, the hearing could be scheduled for the November Supervisors' meeting after being advertised.

B.) Personnel Manual

Sol Wolf reported that all requests for revisions have been provided. Mgr Grumbine is finalizing the finished draft that will be provided to the Supervisors for review.

C.) Nov 13 @ 5:30pm – Joint Meeting with Municipal Authority

The joint meeting between the Supervisors and the Municipal Authority is scheduled for Thursday, November 13 @ 5:30pm. The regularly scheduled Authority meeting will follow the joint meeting at 7pm.

COMMENTS FROM BOARD MEMBERS**A.) Suv Ed Brensinger; Dynatech Service Update – Full Load Exercise**

After today's power outage for several hours, the generator was tested for a full-load capacity. Suv Brensinger stated that the generator switched over and was able to sustain all the demands made during the power outage. The generator has proved it can maintain all our demands for power.

B.) Suv Bruce Sattazahn; Lenni Lenape Tree Planting

Suv Sattazahn said he would like to repeat Mgr Grumbine's remarks about the tree planting that had been completed today. It was a large task but everyone was able to keep moving and get it accomplished. The mulching of the trees is the only thing that still needs to be done. He issued an invitation to the public to stop at the Park to see the progress. It is being planned to offer a tree program to the public for dedication, much like the tree program was done at Lions Lake Park. Suv Sattazahn said he would anticipate doing a similar program to the rear of the Twp building where the new ballfield has been constructed. He feels it would be good to replace some of the trees that had to be removed in this area.

Mgr Grumbine said she would like to thank Suv Sattazahn for his contribution of landscaping knowledge and his expertise in the choosing of the trees and the planting process. Suv Miller spoke about the area to the rear of the Twp building along N 8th Ave where the new ballfield has been installed. The improvement has enhanced the area tremendously in Suv Miller's opinion.

C.) Suv Dick Miller – Ballistic Shields for Police Dept – Budget 2014 & 2015

Suv Miller said he wanted to request that the 2015 budget be reviewed to see if some funds can be found to order a 3rd ballistic shield for the Police Dept. Chf Easter has ordered 2 shields this year using their current equipment donations. He said he feels it is important to provide as much protection to the Officers as the Twp can offer. The Supervisors discussed the ballistic shields and what funds might provide the amount needed to order another shield. Chm Brensinger asked Chf Easter if he feels there are any funds in his budget to accomplish ordering a 3rd shield. Chf Easter replied he would take a look to see what possibilities there are.

MOTION was made and seconded to approve reviewing the 2015 Budget for any funds that might be found to order, at least 1 if not 2, ballistic shield for the Police Department. Motion unanimously carried.

D.) Letters of thanks. Suv Miller wanted to share a few letters the Twp received regarding the Police Dept. A letter was received from Cheltenham Twp in regards to a situation that Lt Dave Lauver and Chaplin Dean Cover had dealt with. The situation involved making arrangements at the Mount Lebanon Cemetery concerning the burial of a former Lebanon resident. Another letter had been received from Cleona Borough thanking Off RJ Morgan for his assistance during a difficult situation.

E.) Lebanon County Supervisors 100th Anniversary. Suv Miller mentioned that the County Supervisors Convention had been held last week. It was the 100th Anniversary for the County Supervisors. There was an opportunity to discuss the subject of Central Booking, which is a County issue that is being debated as far as feasible options for everyone concerned. In his opinion it is essential an answer be found to keep the Central Booking system as it now exists. Suv Miller extended his thanks to his fellow Board members for their support on this issue.

With nothing more to discuss, meeting adjourned to be followed by a Budget Workshop which had been previously advertised.

Respectfully Submitted

Theresa L. George

Recording Secretary