

**MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
BUDGET WORKSHOP - OCTOBER 23, 2014**

The duly advertised budget workshop was held on Thursday, October 23, 2014, at 6:10 PM, at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon. The following members were present.

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

There were no residents in attendance.

Manager Grumbine started by reviewing the General Fund Capital Purchase requests from each department. Because of the overall General Fund deficit, numerous items were cut from each department. Assistant Manager Wartluft shared with the Board a spreadsheet she created after talking to numerous municipalities about the health insurance program through Benecon. Following discussions on this topic everyone was in agreement to change our health insurance to Benecon's Municipal Program. The previous deficit of \$200,000 is now approximately \$145,000 with the various cuts to Capital Purchase items and change of health insurance through Benecon. The Board also reviewed recent cell phone concerns and agreed to monitor the usage at this time. Manager Grumbine agreed to monitor the revenues, especially the EIT and Realty Transfer Tax, to see if any adjustments could be made for 2015, as we move closer to the November 17 Preliminary Budget presentation. Considering current conditions, the Board suggested going with a 0.2 mill increase for the General Fund for 2015.

The Board reviewed the Capital Improvement Fund and approved two Capital Purchase items. Supervisor Brensinger agreed to contact the vendor for the heat sensors/fire alarm to walk through the building and discuss their proposal before proceeding. Supv. Miller asked to be notified, as he would also like to be present. The Board agreed to continue working with the Administration Staff on a solution to restrict the area at the counter for safety of the employees.

The Capital Reserve Fund was discussed and finalized by the Board. Supv. Brensinger agreed to check into possible financing options for the replacement sweeper.

The Special Projects Fund was reviewed by the Board. This fund reflects the grant application currently with DEP for a grinder, less the trade-in of existing grinder. The purchase of a new grinder will not be completed unless the grant is approved. The Board also reviewed the Yardwaste access card fee of \$30 and agreed to increase to \$35 to offset our continuing costs of the program. An additional camera for the Yardwaste was discussed and the Board approved the proposal received from our vendor. This camera would be used to monitor the expanded area now available to our residents.

Next, the Board reviewed the Liquid Fuels Fund and Supv. Brensinger's estimated cost on widening, reclamation, and paving (binder and wearing) Kimmerlings Road, which is 1.2 miles long. The total cost is \$705,615. Currently, the draft budget shows this broken down with widening, reclamation, and base coat for 2015, which leaves a balance in the Fund of \$187,433, not enough to complete the wearing at a cost of 213,375. The Board discussed the pros/cons of completing this project all in one year vs. two years. They decided that completion in 2015 was preferred, as the local residents and those

travelling would only be inconvenienced one time (2015) and not subject to more detours and inconveniences again in 2016 to complete the wearing surface. Manager Grumbine agreed to have staff contact our PaDOT Municipal Representative to see if we could “loan” money from our Capital Improvement Fund to pay back in 2016 when we received our next allocation of State Liquid Fuels following completion of our 2015 project. Our direction will be based on this answer.

Manager Grumbine next reviewed the energy savings grant available to upgrade the lighting in the administration offices. The grant does not provide the same offset as the upgrade to our shop lights previously completed, thus recommends that we drop this project for now. Should the cost of these fixtures decrease we can look at the upgrade at that time. The Board was in agreement.

Manager Grumbine provided to the Board the latest email from Mike Swank from Steckbeck Engineering regarding the proposed Dollar General on SR 72, which includes a sketch plan of the site. Mr. Swank’s email is in response to the comment letter issued by LCPD based on a meeting with Township representatives.

The budget workshop adjourned at 10:00 PM.

Respectfully Submitted,

Cheri F. Grumbine
Manager/Secretary