

**MINUTES  
NORTH LEBANON TOWNSHIP  
BOARD OF SUPERVISORS  
NOVEMBER 17, 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
Richard E Miller	Treasurer
Cheri F Grumbine	Twp Manager
Harold L. Easter	Chief of Police
Solicitor Frederick S. Wolf	Henry & Beaver LLP

Absent      A. Bruce Sattazahn      Vice – Chairman

Also in attendance was several other individuals. The meeting was called to order and the pledge to the flag was done.

**PUBLIC HEARING - Sol Fred Wolf**

**Ordinance 5-2014 – PA Municipal Health Insurance COOP (PMHIC)**

Chm Brensinger turned the meeting over to Sol Wolf in order to conduct the advertised Public Hearing for Ordinance 5-2014. Sol Wolf stated Ordinance 5-2014 has been advertised per requirements and has been posted in the main office for public viewing. The Ordinance is pertaining to the Township entering into an inter-municipality agreement and insurance with other municipalities and Authorities for health care insurance. The co-op is called PA Municipal Health Insurance Coop (PMHIC). This type of agreement allows the agency to research pricing and purchase health care insurance at a competitive price which is then available to the groups within the co-op.

Sol Wolf explained the Twp staff had researched this agency by phoning several of the municipalities and Authorities that have been using this co-op for their health care services. Of all the conversations had, not one negative comment was received. By entering into this co-op the Twp will be saving several thousand dollars in health care premiums. Sol Wolf said if the Board is in favor of this agreement and adopts Ordinance 5-2014, coverage for the Twp employees would begin December 1, 2014. It has been explained that the health care services the employees have at this time will not change. The only difference is the Twp will be dealing with the administrator of the services instead of dealing directly with Blue Cross. The administrator will be the Twp's contact. Sol Wolf stated if there are no questions he will turn the meeting back to the Chairman for the Supervisors to discuss and take questions.

**Suv Miller** said he thinks this could be a good opportunity for the Twp to realize a savings. However he expressed a concern that the employees be informed of everything that is about to transpire with the insurance change to a co-op. He said he has heard that nothing will really change for the doctor co-pays etc. However it is important that the employees understand the change in the administrators. Mgr Grumbine stated that there is a meeting with the Twp's insurance agent tomorrow and a meeting date will be chosen at that time to meet with all employees.

**Earl Roberts** – W Kercher Ave questioned if he understands this process is to gain better rates by being a part of a larger group seeking health care services. He was told yes, the cooperative will research and purchase insurance. The individual municipality will choose the types of service they want from a specific menu of options. He next questioned how long this co-op was in existence and if this group is state wide? Sol Wolf replied it is a state wide option which has been in existence for many years. Roberts said in looking at the budget the health insurance is about 15-20% of the budget proposed, is that accurate? He was told yes.

**Ordinance 5-2014 (con't)**

He mentioned remembering this being a large discussion when considering the 2014 budget.

**Chm Brensinger** agreed this could be an opportunity for the Twp to see some savings. He is also in agreement that the employees need to be informed of any changes. The fact that many local municipalities have participated with this Coop and had good results is encouraging and he expects this insurance issue to be a large part of the budget discussions for some time to come. As there does not seem to be any more questions he indicated he is ready to take action on this issue.

**MOTION** was made and seconded to adopt Ord 5-2014 to enter into an agreement with PA Municipal Health Insurance CO-OP (PMHIC) and scheduling an informative meeting for the employees as soon as possible. Motion unanimously carried.

**COMMENTS FROM THE PUBLIC****A.) Melissa Rambler – Ebenezer Elementary School 5K Fun Run – April 11, 2015**

Ms Rambler explained to the Supervisors that she is representing Ebenezer Elementary School and their annual 5K Fun Run. They are planning the 2015 run and have decided due to falling participation they would change the timing of the event. The previous years the run event was scheduled for Saturday mornings. However because soccer takes place on Saturday mornings, they are missing that whole group of people. It was decided to try scheduling the run for 6:00 Saturday evening in the hopes to pick up the additional families. The idea is to advertise the run as a “Glo Run” using glo sticks as bracelets and headwear. The paperwork had been presented to the Board to review previous to this meeting. Ms Rambler stated the street closures would all remain the same with the exception that it would now be in the early evening as opposed to the mornings. The event is a rain or shine event. Ms Rambler agreed to provide updated paperwork to the Supervisors as soon as it is available.

**Suv Miller** said he is apprehensive about approving a run event and having folks in the streets at dusk or during the dark hours. He questioned Ms Rambler if the event would be completed before darkness descends as this is in the early part of spring. She stated they had researched and found that darkness would be later at that time of the year. Suv Miller said he definitely does not like the idea of folks in the streets after dark. As long as the event is over before dark he has no problems. Suv Miller then referred to Chf Easter for any street closures that would be planned. Chf Easter replied he has worked with this group and this event in the past. The project has always run smoothly without any questionable activities.

**MOTION** was made and seconded to approve the 5K Fun Run for Ebenezer Elementary School for April 11, 2015 noting that all participants will have completed the run before darkness and the whole event is over by 7:30pm. Motion unanimously carried.

**APPROVAL OF MINUTES**

**MOTION** was made and seconded to approve the meeting minutes from October 20, 2014 as well as the Budget workshop meetings of October 20 and October 23, 2014. 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 - Chief Brian Vragovich – Glenn-Lebanon Fire Co****A.) October Monthly Report**

Chf Vragovich reported on the summary of calls for the month of October. A total of 45 calls were answered by the 4 fire companies as well as 14 training sessions. A total of 125 ft of various hoses were used this past month. Volunteer man hours logged in at 220:27 hours/minutes with 184:50 hours/minutes being logged for training sessions.

**FIRE CHIEF'S REPORT** (con't)

Chf Vragovich remarked on the busy year that Glenn-Lebanon has experienced. Currently they are at double the amount of calls answered last year. Brian discussed some changes in the calls/dispatching and EMA procedures. The Fire Commissioner is very pro-active and does not hesitate to get additional equipment on the scene of a fire. The end result is saving of more properties and possessions.

**B.) Relocation of Knox Box Install for 27 Old Ebenezer Road**

Chf Vragovich was asked to sign a relocation form for a Knox Box in the Ebenezer Fire Co area as the secondary Fire Chief. The address is 27 Old Ebenezer Road and the signatures on this form will then allow completion of activating this Box.

**MOTION** was made and seconded to approve the relocation of the Knox Box install for 27 Old Ebenezer Rd. Motion unanimously carried.

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

Chf Easter reported on the activities for the month of October 2014 and mentioned some of the individual categories for these calls of service. Chf Easter reported there were a total of 725 Police-citizen contacts for the month of October with a total of 10,344 miles logged on the cruiser cars.

**B.) Humane Society Agreement – 10/01/2014 thru 9/30/2015**

Chf Easter told the Supervisors the contract from the Humane Society for the 2015 year is before them. He said he had reviewed the contract and feels it is in line and should be approved by the Board. Suv Miller questioned if the Humane Society has been enforcing the requirement made by the Twp for the year 2014. Chf agreed that the process has been going according to our requests.

**MOTION** was made and seconded to approve the contract between the Township and the Humane Society for the 2015 year beginning October 1, 2014 thru 9/30/2015. Motion unanimously carried.

**TOWNSHIP MANAGERS REPORT** – Cheri F. Grumbine**A.) Proposed All Funds Preliminary 2015 Budget**

Copies of the Proposed 2015 Budget were made available for anyone who wished to follow Mgr Grumbine's power point presentation for a review of the proposed budget. Each fund in the Township Budget was reviewed individually along with any anticipated expenditures for 2015 listed. The Budget does suggest an increase from 1.50 mills to 1.71 mills for 2015. The proposed 2015 all funds budget does not reflect a reduction of any services to residents or increase/ decrease the staff. One of the largest projects for 2015 will be the widening and repaving of Kimmerlings Road. This project falls under the Liquid Fuels category of the budget. This project involves the relocation of Met Ed poles as well as Verizon poles to allow for the widening of the roadway. A portion of the pole relocations will become a General Fund expense as some of the costs will not be permitted within the Liquid Fuels funds. Another continuing issue right now is that of Central Booking which is included in the Budget as an expense. Communications concerning the County taking responsibility for this expense will continue. Equipping of the Twp EOC is included in the 2015 budget. The Twp Emergency Center is not meant to replace the County EMA but rather supplement the services in time of declared crisis.

A picture presentation of the completed expansion of the YardWaste Facility and improved stormwater on the Twp grounds was shared. The proposed budget does show a \$5 increase in the cost of the YardWaste card, taking it from \$30 to \$35.

**Audrey Zellers** questioned the poles located along Kimmerlings Rd that have been marked with white Xs. The pole in her driveway, in particular. Does that signify the pole is to be relocated or replaced due to damages? Suv Brensinger asked if she knows whether it is a Met Ed pole or Verizon. Zellers replied it is a Verizon pole. Suv Brensinger then said he isn't sure but would think it is identified for relocation.

**Proposed All Funds Preliminary 2015 Budget (con't)**

Zellers next asked about the widening process. How are the measurements determined? Suv Brensinger stated it is not definite yet but when computing for Kochenderfer Rd, 4 feet on either side of the road was used for the widening process. The measurements would start at the edge of the current pavement.

A general discussion about the overall budget being somewhat flat and the County Assessment appeals process playing a key factor was had. Chm Brensinger stated that as there are no further questions on the 2015 Budget, the Board will take action on the Preliminary 2015 All Funds Budget.

**MOTION** was made and seconded to approve the 2015 Preliminary All Funds Budget for North Lebanon Township. Motion unanimously carried.

**B.) SESI Service Agreement – Stormwater Mapping**

North Lebanon Township had requested a proposal from Steckbeck Engineering to finalize the mapping of all our stormwater structures. The stormwater structures located in urbanized area had been inventoried by Steckbeck Engineering in 2014, including pictures, description and inspection for compliance with our MS-4 Permit. It is now time to move on to Step 2 and complete the inventory for all stormwater-related structures. A cost of “not to exceed \$10,000” is listed in the proposal and is included in the 2015 Preliminary Budget.

**MOTION** was made and seconded to approve the agreement with SESI to finalize the mapping of all the stormwater structures within North Lebanon Township including the note “not to exceed \$10,000” in fees to accomplish the mapping. Motion unanimously carried.

**C.) LowV Systems Fire Alarm – Co Stars Vendor (008-230)**

The Board had previously authorized bidding for an alarm/heat sensor system for all the Township buildings. A bid is now being presented from LowV Systems Inc. from Mechanicsburg, under the Co-Stars Contract #008-230 in the amount \$22,385. Chm Brensinger had conducted a walk-through with the vendor and can answer any questions.

Suv Miller mentioned the serious fires that a few surrounding municipalities had experienced recently. The loss of equipment and structures is not something he would like to see happen to North Lebanon Twp. He feels this is long overdue and is ready to move on this subject.

**MOTION** was made and seconded to approve the proposal received from LowV Systems as part of the Co-Stars contract #008-230 in the amount of \$22,385. Motion unanimously carried.

**D.) 2015 Meeting Dates – Board Meetings and Joint Meeting Dates**

As the list of meetings dates along with Joint Meeting (with Municipal Authority) dates (June and November) had been provided to the Supervisors previously and no scheduling conflicts have been reported, Mgr Grumbine is asking that the listed dates be approved in order to be advertised. After some discussion Suv Brensinger and Suv Miller agreed to move on the list of 2015 meeting dates and joint meetings with the Authority.

**MOTION** was made and seconded to approve the 2015 list of meeting dates for the Boards and Commissions as well as the Joint meetings with the Municipal Authority. Motion unanimously carried.

**E.) Resolution No. 16-2014; Voting Delegate EIT/TCC-2015**

Per the signed Inter-municipal Agreement the Board needs to appoint the 2015 Voting Delegates to the TCC/EIT Executive Committee. Resolution 16-2014 has been prepared appointing Tom Long–Manager at North Cornwall Township to serve as our voting delegate for the CLSD. Mr. Long has forwarded an email received from West Cornwall stating that they do not wish to appoint an alternate member.

**Resolution No. 16-2014 (con't)**

Suv Brensinger and Suv Miller indicated their agreement that the alternate position should not be left vacant. Suv Brensinger said although Tom Long has good intentions, the possibility of illness and/or other events needs to be considered. Mgr Grumbine said she thought she would discuss this at their next TCC meeting as she is in agreement with the Supervisors. She said she would agree to accepting this appointment if the other members of the Committee are in agreement.

**MOTION** was made and seconded to approve Resolution 16-2014 appointing Tom Long as the voting delegate for the CLSD. Also, with approval from the other committee members, for Cheri F. Grumbine to be appointed as alternate member due to West Cornwall declining the appointment. Motion unanimously carried.

**F.) Calculation of Tree Dedication Cost and Draft Agreement**

Information has been provided to the Supervisors showing the costs of the deciduous tree plantings at Lenni Lenape Park. When considering a tree dedication program, the Park & Rec Board has suggested the fee be established at \$300 and all participants signing an agreement with the Township outlining the specifics pertaining to the tree dedications. Sol Wolf has reviewed the suggested agreement and added some of his comments. Discussion was had about the program that had been offered at Lions Lake. Mgr Grumbine pointed out there had been no signed agreement when that program was created. After experiencing some of the difficulties with those tree dedications, it was decided to outline a definite program in an agreement. That way the participants know exactly what to expect and there would be no surprises. Questions pertaining to possible situations were discussed. The Board decided to table this issue until Suv Sattazahn returns and can be part of any decisions made.

**SOLICITOR'S REPORT – Solicitor Fred Wolf****A.) Comcast Franchise Agreement – Public Hearing December 15<sup>th</sup>**

As previously reported the municipalities involved in this Comcast agreement decided on the Cohen Group to mediate this Franchise Agreement. As part of the process a Public Hearing is required. The hearing will be advertised and held during the December 15<sup>th</sup> meeting.

**B.) Personnel Manual – On Hold until after Budget**

Sol Wolf reported that all the suggestions for the Personnel Manual will be completed and after the 2015 Budget has been adopted, the manual will be provided to the Supervisors in order for them to review and take action on the finished project.

**COMMENTS FROM BOARD MEMBERS****A.) Suv Brensinger - Canal St – Study for One Way (westbound) Traffic**

Suv Brensinger mentioned a Supervisor meeting that Mr. Moore had attended recently and requested that some type of action be taken to safeguard the traffic on E Canal St and N 8<sup>th</sup> Ave. Suv Brensinger explained the Chief has been asked to review options other than a one-way determination for westbound traffic. He wanted to mention this issue because it has not been forgotten, it is just being reviewed for additional options that would be feasible other than a one-way determination.

**B.) Dollar General Zoning Hearing**

When asked Suv Brensinger explained that the Zoning Hearing Board had denied all 5 waiver requests Dollar General had made concerning the property located at N 25<sup>th</sup> St and Rte 422. The amount of building and parking facilities that were being proposed was simply too much for the space that is available. He had heard that inquiries were being made with a neighboring property owner. If Dollar General is able to acquire more land, the proposal would probably work out for Dollar General. At this point we are waiting out the 30-day appeal period for the decision that was rendered.

**C.) Suv Miller – Verizon Tower Update**

Suv Miller followed up on Earl Roberts' question about the Verizon tower by questioning Sol Wolf where we are at with the tower placement on the Twp property. Sol Wolf replied that he emails weekly for updates on this subject. The answer he receives is that they are still doing all their testing and evaluations that must be accomplished before any construction is able to start. Suv Miller asked about the exact location of the tower. Suv Brensinger replied there will be a smaller fenced area adjoining the Twp's fenced YardWaste Facility. Verizon will need to access the YardWaste area and then access a smaller fenced area to get to the tower area. This made more sense than having a separate entrance off Kimmerlings Road, which would have created 2 entrances to the same area.

**Central Booking**

Suv Miller said he wanted to share some of his thoughts about the Central Booking issue as a definite answer still has not been issued to the Township. This is a service that all municipalities in the County benefit from and that is the very reason the County should be providing this service. The idea of pulling the officers, who are on duty, off patrol to deal with these booking situations creates an unsafe environment for the residents. Suv Miller said he will never understand the thinking behind the County's decision to make the municipalities bear the cost of a central booking service. If the Twp is forced to pay the fee, so be it. In his opinion the Twp should not be expected to bear this cost.

With no more business to discuss, meeting adjourned.

Respectfully Submitted

Theresa L. George  
Recording Secretary