

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
DECEMBER 15, 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.

POLICE DEPT PROMOTION – Ptlm Andrew Herberg

Chm Brensinger explained to the public that Ptlm Herberg will be promoted tonight to the rank of Sergeant. Andrew Herberg was asked to approach the Board table along with his family. Chm Brensinger indicated Mrs. Herberg should have the honor of presenting the new badge to her husband. The Board then congratulated Sgt Herberg and expressed appreciation for his work ethics. Chief Easter and Mgr Grumbine also congratulated Sgt Herberg. Chm Brensinger stated the position will be effective January 2015.

MS-4 UPDATE – Steve Sherk

Steve Sherk of Steckbeck Engineering, SESI, was present to give the annual update on the MS4 program. The new permit was approved April 2014. Some of the mapping for rural stormwater facilities has begun. The mapping of all the urban areas has been completed. The report and information pertaining to the activities completed in 2014 is available for anyone who wishes to view it. As a member of the Lebanon County Clean Water Alliance we have the opportunity to participate in public education and outreach by advertisements, website exposure, facebook postings, vinyl banners and rack cards to be distributed. Due to LCCWA membership this opportunity will be available at a nominal fee of \$200. In the near future the Twp will be required to submit to DEP a Chesapeake Bay Plan. This is a document that will need to be worked on to get accomplished, present it to the Board for approval and then submit it on time for submission to DEP. Mr. Sherk asked the Board for any questions or comments they might have.

The Board members mentioned that they were aware of many of the statements that had been made this evening. At this time they do not have any questions. Chm Brensinger asked the public for any questions on the MS4 program or stormwater issues.

Valerie Kaiser shared her opinion that the public education component of the MS 4 program has not been very successful. She stated that many of her neighbors are not aware that they are responsible for any stormwater maintenance on their properties. Chm Brensinger stated, to date, the education of stormwater management has been handled though the Twp website and newsletters. He is aware the Twp needs to continue to find methods to conduct outreach to the public for education.

Steve Sherk replied that in the 1990's when the development was granted approval, there were notes placed directly on the plan in regards to maintenance issues for stormwater located on private property. He stated that the stormwater awareness in the 90's was not as developed as it now is.

MS-4 UPDATE (con't)

There are some larger facilities that a home owner could not be expected to maintain while some of the smaller facilities located on private property will be the homeowner's responsibility.

Robert Kaiser shared his opinion that the language contained on the plans, in the past, was very vague in regards to maintenance. The cost to maintain and repair a stormwater facility for a property owner would be astronomical. He said there is no such thing as a minor repair. The Twp has the ability to create a stormwater fee or a tax to cover the expenses. An individual does not have that option. He feels the property owner should not be made responsible for a public utility that has been designed and installed on their property.

Chm Brensinger mentioned to the Kaisers during the Joint Meeting with the Authority the discussion of stormwater authorities was held. This is not something, should it be decided on, that would occur within a short period of time. It would take quite a while to establish such an authority. This is a topic that is being drawn into more discussions and conversations held at the meetings.

Steve Sherk responded that as part of the current development process there is an operation and maintenance agreement that must be signed by the purchaser for any parcel that contains a stormwater facility, not located in the Twp right-of-way. As far as any type of stormwater fee or tax being enacted, the only facilities the fee would apply to would be stormwater components located in the Twp right-of-way. Any type of tax or fee would not apply to facilities located on private property.

Valerie Kaiser questioned how private property could be converted to public property, the portion that contains the stormwater facility. If maintenance responsibility could be avoided, how can private status to public status be accomplished?

Sol Wolf said that right now committees are being formed to study and research how best to accomplish the issue of these stormwater facilities. It is not something that will happen quickly, unfortunately. It will take a great deal of research and study to be able to accommodate everyone's interests.

There being no further discussion on stormwater the Board members thanked Steve Sherk for his update.

**PUBLIC HEARING – COMCAST FRANCHISE AGREEMENT - Sol Fred Wolf
Ordinance 6-2014; Ordinance 7-2014; Ordinance 8-2014**

Advertising for the Public Hearing had been completed as required and the draft of the Ordinance was made available in the main office for public review.

COMCAST FRANCHISE AGREEMENT

Sol Wolf stated that as part of the Comcast Franchise Agreement a Public Hearing is required. This current agreement has been worked on for several months. We are at the point where the Public Hearing is necessary as part of the requirements. He read through the various requirements listed in the agreement for renewal of the Twp franchise. He then asked for questions or comments from the Supervisors.

As there were no comments or concerns expressed, Sol Wolf stated the summary of this public hearing will be provided to the negotiator for the Comcast Franchise.

Ord 6-2014; 7-2014; Pension Requirements

Sol Wolf explained the Board is required by state law to make certain amendments to the Pension Plans for the Twp employees. The amendment addresses a definition of a spouse. Ord 6-2014 is for the Police Pension and Ord 7-2014 is in reference to the Non-Uniform employees. Sol Wolf told the Supervisors that although these 2 ordinances are before them for action, they really do not have a choice in this matter. It is State Law that these changes be adopted. He then asked for any questions or comments from the public or the Supervisors.

Ord 6-2014; 7-2014 (con't)

The Board agreed since they have no say in this matter they are ready to take action on Ord 6-2014 and Ord 7-2014.

MOTION was made and seconded to adopt Ord 6-2014 and 7-2014 making language changes to the current Pension Plans. Motion unanimously carried.

Ord 8-2014; PSATS Unemployment Compensation Group Trust

Sol Wolf stated Ord 8-2014 pertains to the Twp joining with other municipalities, through the PSATS Group Trust, to provide unemployment compensation. The Twp is currently in the program but comprehensive changes to the Declaration and Agreement of Trust require formal action by all participating members. There being no comments or questions the Board was ready to take action.

MOTION was made and seconded to adopt Ord 8-2014 adopting the restated Trust Agreement and continue participation in the PSATS Group Trust in order to provide unemployment compensation for the employees. Motion unanimously carried.

Sol Wolf announced this concludes the Public Hearing portion of this meeting.

COMMENTS FROM THE PUBLIC

There were no comments from the public this evening.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the Joint meeting minutes from November 13, 2014 as well as the Supervisor meeting of November 17, 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

There were no Fire Chiefs available for the meeting this evening.

A.) Weavertown Fire Co. Phantom Box Changes

Mgr Grumbine told the Board Don Steiner was not able to attend due to illness. Chm Brensinger said he would prefer to table the Phantom Box Changes for Weavertown Fire Co. until someone is present to discuss the topic.

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

Chf Easter reported on the activities for the month of November 2014 and mentioned some of the individual categories for these calls of service. Chf Easter reported there were a total of 539 Police-citizen contacts for the month of November with a total of 8,741 miles logged on the cruiser cars.

B.) Traffic Study – N 8th Ave from City Line to Weavertown Rd

Chf provided the traffic study findings for N 8th Ave between Weavertown Rd and E Canal St performed by Sgt Koons. The Supervisors had instructed Chf Easter to conduct a study in consideration of concerns expressed by residents at a previous Board meeting for the area around N 8th Ave and E Canal St. The Supervisors all remarked on the thorough report provided by Sgt Koons. Based on the findings on the sight distance, it is suggested a reduction in the speed limit be considered.

Traffic Study – N 8th Ave from City Line to Weavertown Rd (con't)

Chm Brensinger mentioned the discussion that had been held at the previous Supervisor meeting. The resident had requested restricting E Canal St to one-way traffic. Chm Brensinger said he was not in favor of such a drastic action. That is the reason the traffic study was requested. The discussion continued by talking about the enforcement of the change. Mgr Grumbine stated the change of speed will need to be included in the Ordinance updates annually completed.

MOTION was made and seconded to adopt a 25MPH speed limit on N 8th Ave from Weavertown Rd to the Lebanon City line in order to answer safety concerns. Motion was unanimously carried.

TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine**A.) Resolution No. 17-2014; Proposed All Funds Preliminary 2015 Budget**

During the November Supervisor meeting the Preliminary Budget for 2015 was introduced and discussed by the Board. The Proposed 2015 Budget has been available for public inspection as required. Mgr Grumbine told the Supervisors no one had requested meeting with her to discuss the Budget. One change has occurred since the November meeting and that was the Comcast Franchise Agreement costs discussed earlier this evening.

Mgr Grumbine read through the contents of the Resolution 17-2014.

MOTION was made and seconded to adopt Resolution No. 17-2014 approving the 2015 Preliminary All Funds Budget for North Lebanon Township. Motion unanimously carried.

B.) Resolution No. 18-2014; 19-2014; 20-2014

Information was provided to the Supervisors in September concerning the MMO requirements for the pension plans and contribution requirement. These 3 Resolutions are also a part of the 2015 Budget.

MOTION was made and seconded to adopt Resolution 18-2014, 19-2014 and 20-201 all relating to the Pension Plans, Uniform and Non-Uniform. Motion unanimously carried.

C.) Lenni Lenape Tree Dedication Program/Cost

The deciduous trees which had been planted at the Lenni Lenape Park had been discussed during the November Supervisors meeting. The Park & Rec Board has provided a Memo outlining their recommendation of a dedication fee. An agreement has also been drafted outlining the costs and responsibilities on future maintenance should someone be interested in participating. The Board is being asked to take action tonight, after reviewing the contents, in order to allow the word to be put out via newsletter, website and Face Book. Mgr Grumbine told the Board Sol Wolf had already reviewed and made some suggestions which have already been incorporated.

A discussion involving the pricing of the trees followed. Mgr Grumbine explained the price was the suggestion of the Park & Rec Board after having reviewed the expenses to the Twp for each tree. Suv Miller voiced concern about the ability of some people being able to pay the full amount all in one payment. At the same time he feels \$300 per tree is a fair amount to ask. Chm Brensinger agreed saying that any tree that is purchased, the monies will be used to provide more trees for the new portion of the Community Park as well as more trees for Lenni Lenape Park. Suv Miller mentioned dividing the payments for the trees.

Theresa George questioned if the plan includes a concrete base, provided by the Twp, for the memorial/dedication plaque to be mounted on. After being told yes she suggested that half the money be paid when the dedication request is made and the other half paid at the time the plaque is provided for installation. Conversation flowed about the process of ordering the plaques and the mounting of the plaques for the tree dedications. The individual chooses the design of the plaque to be mounted at their expense. The Twp previously had provided the concrete base and the labor to install.

Lenni Lenape Tree Dedication Program/Cost (con't)

MOTION was made and seconded to approve the tree dedication program as outlined with the signed maintenance agreement, in the amount of \$300 per tree. Also approving the option of payments being paid in full or half the amount (\$150) when dedication is requested and the other half (\$150) of the amount due when the dedication plaque is provided for installation. Motion unanimously carried.

D.) LCCWA – Stormwater Public Education/ Outreach Campaign

Municipalities that are involved in the Lebanon County Clean Water Alliance are being offered the opportunity to participate in a Public Education and Outreach Campaign to help satisfy the requirements of the MS-4 permit program. The Alliance will provide the following:

- Place a ½ page spot-color ad in a Sunday edition of the Lebanon Daily News in April 2015 and October 2015. (approx. distribution 50,00/day)
- Premium position pop-up ad on Lebanon Daily News website for the entire months of April 2015 and October 2015. (Approx. 80,000 view/month)
- Facebook postings via the Lebanon Daily News website for the entire month of April 2015 and October 2015.
- Purchase of (5) 2' x 12' vinyl banners to be displayed throughout the county on a rotating basis.
- The purchase of 500 rack cards to be distributed proportionally among member municipalities for display and distribution.

The value of the above education and outreach material is more than \$3800. With the assistance of the remaining Grant funding, the LCCWA is requesting that municipalities contribute \$200 towards the 2015 Public Education and Outreach Campaign. Each participating municipality will be mentioned in the ad which help satisfy the Public Education and Outreach minimum control measure (MCM) for our MS4 permit. The Board is being asked to approve the \$200 contribution.

MOTION was made and seconded to approve the \$200 contribution to the LCCWA Public Education and Outreach Campaign for 2015 MS4 permit. Motion unanimously carried.

E.) Municibid Items - \$23,000

The Township placed three items on Municibid auction with the deadline on Thursday, December 11th. These items are as follows:

- \$18,900 – 2002 Ford 550 Super Duty Truck
- \$ 2,250 – Western Snow Plow
- \$ 1,850 – Hi-Way Salt Spreader

The amount totals \$23,000. The Board is being asked to approve the 3 items to the highest bidder, Chad Holderman.

MOTION was made and seconded to approve Chad Holderman as high bidder in the amount of \$23,000 for all 3 items listed on Municibid; truck, snow plow and salt spreader as listed above. Motion unanimously carried.

F.) Pertinent Matters

1. Lion's Lake Soccer Field Rehab – The Board has received a report from Dave Strohm outlining his rehab to the soccer field at Lion's Lake. Mgr Grumbine expressed her appreciation for receiving these types of project reports that shows how much coordination and work goes into a project such as this one.

Chm Brensinger said he appreciates the efforts Dave made in regards to this soccer field. His one request is that the reports also include the numbers involved in the projects. He really is appreciative of the thick lush grass on the field. His one concern is that the lush grass will attract the geese and they will really damage the field.

Lion's Lake (con't)

A discussion about the geese and the problems created by the geese, was held. As much as some of the public does not like the “harassing” of the geese, the geese can really damage the fields and surrounding areas. The geese are no longer migratory but are now almost domesticated. A remark was made about the public continuing to feed the geese. As long as that practice continues the geese will not want to leave, as nature had intended.

SOLICITOR'S REPORT – Solicitor Fred Wolf**A.) Stormwater on Mechanic Street**

A problem with standing water on Mechanic St was reported to Roadmaster Brensinger. A meeting was held with the property owner to try to resolve the issue of some obstructions that was containing the water on the roadway. Sol Wolf said a letter has been drafted to the property owner's attorney to try to negotiate a total resolution of this problem.

Suv Miller questioned if the issue is not resolved within the next 7 days (from receipt of the letter), he would like to take further action if need be on this issue at the Jan meeting. He requested Mgr Grumbine add this issue to her Jan reorganizational agenda.

COMMENTS FROM BOARD MEMBERS**A.) Suv Dick Miller**

Suv Miller recapped some of the issues completed in the 2014 year. He said all decisions are made with the Safety of all NLT residents in mind. That being said he wanted to wish everyone a Merry Christmas.

B.) Suv Bruce Sattazahn

Suv Sattazahn said he wished to echo the remarks made by Suv Miller.

C.) Suv Ed Brensinger

- The Twp is looking for an EMA coordinator vacated due to Ron Miller's resignation.
- A position on the Park & Recreation Board is also open due to Kay Spannuth's term expiring.
- A Road crew position will be open beginning Jan 2015 due to a resignation from Ray Bowman who has been an employee for the past 8 yrs. Applications will be accepted until the year end with interviews being conducted in early January. Suv Brensinger commended Ray for his years of service to the Twp.

Suv Brensinger also extended to the public a Merry Christmas.

With no more business to discuss, meeting adjourned.

Respectfully Submitted

Theresa L. George
Recording Secretary