

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
JANUARY 21, 2008**

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
Kenneth C. Artz	Vice Chairman
Dawn M. Hawkins	Treasurer
Cheri F. Grumbine	Township Manager
Harold L. Easter	Chief of Police
Solicitor Frederick S. Wolf	Henry & Beaver LLP

Also in attendance was Kathy Hackleman of the Lebanon Daily News and many other individuals. The meeting was called to order and the pledge to the flag was done.

COMMENTS FROM THE PUBLIC

A.) Marlin's Diagnostic Representatives – Suzy Street Moratorium Issue

Chm Brensinger stated that a request from Marlin's Diagnostic was received to perform a street cut on Suzy Street in order to complete a water connection. Suzy Street is currently under a street moratorium that does not expire until August of 2010. Chad Smith of Steckbeck Engineering was present to explain the request of performing a street cut on Suzy Street. The sewer connection will not be a problem but the water connection will pose a problem. He said he was told boring under the street would present difficulties. Suv Brensinger explained some of the details regarding the type of cut that will be necessary and the fact that the water connection point is only 3' away from the curbline, to him, makes the request a little easier to consider waiving from the moratorium, which is something the Board does not like to do at any time. The Supervisors discussed the moratorium being only 2 years old at this point. Suv Brensinger spoke to Smith about some of the suggestions he felt should be implemented when this connection is being made. Suv Brensinger mentioned that he felt flowable fill be used instead of the stone normally used for restitution to the disturbed area of the street. He also asked Mgr Grumbine about having a notation placed on the street cut permit and the Land Dev Plan that is currently under review with the Twp and the County. Mgr Grumbine questioned the bonding that is required for a street cut. Some discussion took place and it was decided to note the bonding for the street cut will not expire until the moratorium on Suzy Street expires in August of 2010. Chm Brensinger said he will make it a point to speak to Marlin's excavator about the restoration.

MOTION was made and seconded to approve a street cut for connection to public water for Marlin's Diagnostic on Suzy Street conditional on the conditions discussed and listed above being met. Unanimously carried.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the minutes from January 7, 2008. Unanimously carried.

APPROVAL PAYROLL and PAYMENT OF INVOICES

MOTION was made and seconded to approve payroll, invoices for payment subject to audit. Unanimously carried.

FIRE CHIEF'S REPORT – Weavertown Fire Company

As this is the beginning of a new year and none of the 4 Fire Chiefs were present, the Board questioned which one of the Fire Chiefs will be attending the meetings.

FIRE CHIEF'S REPORT (con't)

He replied he was not aware of who should be attending. Mgr Grumbine reported it will be the responsibility of Weavertown Fire Co for attendance this year. Due to Donald Steiner's work schedule there may be times that he will not be able to attend. Cheri stated she had been told that Donald Steiner and Dave Baylor will be sharing the responsibility for attendance.

CHIEF OF POLICE REPORT - Harold Easter**A.) Calls for Service – December 2007 and Year End 2007**

Chf Easter reported on the summary of calls for service for the month of December 2007. Monday seemed to be the day for the highest number of calls. Chf Easter also reported the summary of calls for service during the year of 2007. He mentioned that quite a few of the calls were related to Code Enforcement issues which had been handled by Officer Wengert. When questioned as to whether or not he felt drinking and driving laws were being effective, Chf Easter responded his job, as an officer of the law, is enforcement.

B.) Appointment to Lieutenant – Donald Wengert

Chf Easter introduced Officer Donald Wengert, his wife and his father. He explained the duties that Officer Wengert has been performing as the Twp Code Enforcement Officer for the last 2 years. Officer Wengert has held the title of Sergeant for several years. Due to Officer Wengert's outstanding efforts on behalf of the Twp Chf Easter would like to recommend that he be honored with the appointment of Lieutenant. The title and appointment is one that Chf Easter feels Officer Wengert deserves. Sol Wolf asked if he could comment on the Chf's suggestions. He said he has worked with Don on various issues regarding the Code Enforcement issues he has been dealing with. He also is of the opinion that Officer Wengert deserves the recognition for his efforts and has proven his dedication to the Twp. Suv Artz and Suv Hawkins agreed with Sol Wolf's remarks as well.

MOTION was made and seconded to appoint Officer Donald Wengert Lieutenant status. Unanimously carried.

The Board, Sol Wolf and Chf Easter all thanked and congratulated Officer Wengert. Mrs. Wengert was asked to award Lieutenant Wengert with his new badge. A question was asked by the public about what this new position means to Officer Wengert. Chf Easter explained it is an honorary appointment in recognition for the hard work Officer Wengert puts forth in his duties as Code Enforcement Officer.

C.) Return to Work – Tim Knight

Chf Easter announced to the Board that Officer Tim Knight will be returning to work as February 4, 2008 after having been on medical compensation for an injury received while on the job. Chf Easter told the Board he is looking forward to having Officer Knight back on the job.

D.) Fire Police Roster

Chf Easter provided a list of Fire Police to the Supervisors for review and approval.

MOTION was made and seconded to approve the list of volunteer Fire Police for the year 2008. Unanimously carried.

TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine**A.) Re-appoint Voting Delegate to State Convention**

As Vice-Chair for the Lebanon County Supervisors Assoc, NLT Chairman Ed Brensinger is registered as "voting delegate" at the State Convention. Therefore North Lebanon Twp is able to register another Supervisor for "voting delegate" as the Township representative. The Board is being asked to decide on a member, other than the Chairman, to attend the Tuesday and Wednesday general session when resolutions are reviewed and voted on by the general assembly.

Voting Delegate to State Convention (con't)

MOTION was made and seconded to appoint Ken Artz as voting delegate for North Leb Twp at the PSATS convention. Unanimously carried.

B.) Resolution No. 3-2008; Fee Resolution

Resolution No. 3-2008 outlines fees the Township sets for various services provided by the Twp departments. A few increases are listed such as sign costs other miscellaneous items, however there are no major changes. Code Enforcement fees, which were adopted mid 2007, have been included so an annual review can be done for any adjustments that might be needed.

MOTION was made and seconded to adopt Resolution No. 3-2008 setting fees for Twp services. Unanimously carried.

C.) Resolution No. 4-2008; Purchasing Card Program

The Supervisors had previously received a copy of the proposed “Purchasing Card” (P-card) policy. Resolution No. 4-2008 is being presented to the Board for action. The policy gives specific outlines as to what purchases are permitted and who is authorized to approve the use of the card. All authorized individuals are required to sign the written policy which verifies understanding of all the rules and regulations. Mgr Grumbine stated Sol Wolf has reviewed the policy and Resolution prior to the meeting this evening.

MOTION was made and seconded to adopt Resolution No. 4-2008 adopting the P-card policy. Unanimously carried.

D.) Junkyard Renewal License – Reazer’s Inc.

Officer Wengert has indicated in a written report that Reazer’s Junkyard is in compliance with the Twp ordinance regarding junkyards. This will be a renewal of the junkyard license for Reazer’s Inc. The Board is being asked to approve the signature on the license to be forwarded to Reazers.

MOTION was made and seconded to approve the renewal licensing for Reazer’s Inc. for the junkyard renewal licensing. Unanimously carried.

E.) Mobile Home Park Renewal Licenses

Also being presented to the Board is 5 of the 7 applications for Mobile Home Park renewal licenses. These renewals are due every January 15. The Twp has received applications from; Countryside MHP with 50 units (\$600), Green Acres MHP with 94 units (\$1040), Lincoln Village MHP with 86 units (\$960), Northcrest Acres with 205 units (\$2150) and Sandhill MHP with 14 units (\$240). Lakeside MHP and Ridgeway MHP are outstanding with their applications and fees. Once the applications from the remaining 2 are received Mgr Grumbine will forward to the Board for their approval.

MOTION was made and seconded to approve the 2008 renewal licensing for the Mobile Home Parks that have submitted their applications and fees. Unanimously carried.

F.) Annual Safety Committee Report

A Memo outlining a summary of the activities of the Safety Committee for the year of 2007 was provided to the Supervisors. The summary outlines projects that have been completed by the Committee, various ongoing projects, and some emergency situations that had occurred during the previous year. Also submitted to the Board was a list of the goals the Committee has set for 2008. One of those goals is the purchasing of an AED unit that will be installed in the employee lunchroom. A grant has been approved from the Insurance Company in the amount of \$1000 towards this purchase. All Twp employees will be trained on this device by a certified person who also happens to be an employee.

Annual Safety Committee Report (con't)

Mgr Grumbine commended the Board for their support of the Safety Committee. The importance of safety not only for Twp employees but for those who enter the building is recognized by all of us.

SOLICITORS REPORT - Frederick S. Wolf**A.) N 11th Avenue RR Crossing**

Sol Wolf gave an update on the progress of the appeal proposed on the ruling that had been handed down on this case. All involved parties have been trying to coordinate their information in order to submit to the court. All information has now been gathered and the next step is to actually submit to the court for review. Sol Wolf told the Supervisors he will continue to keep them informed as this issue moves along.

B.) Athletic Association Agreement; Finalized & Waiting on Athletic Assoc Response

An agreement has been drafted for the use of the athletic fields owned by the Township. The Park & Recreation Board has been working on this issue for many months. During the last Supervisors' meeting a suggestion was made to add a "hold harmless" clause. The wording was revised and the Athletic Associations have been provided with the draft and are being asked for a response regarding the actual content of the agreement. The Board of Supervisors will be asked to consider any input received from the sports associations before finalizing the agreement for adoption.

C.) Zoning Amendment Request; Landmark Builders –Public Hearing Scheduled

Sol Wolf reported he had met with Cheri and Theresa to review the legal requirements regarding the Public Hearing for the Zoning Amendment request that had been received from Landmark Builders. The hearing date has been set for Monday, February 18, 2008 @ 7:30PM. The Twp staff will be notifying the surrounding property owners by mail of the request and the date for the hearing. Postings will also be installed on the specific area of the property in question. Advertising will be completed by Sol Wolf and a draft of the Ordinance will be provided to Mgr Grumbine.

D.) Progress on North/South Lebanon Relief Assoc. Split

Sol Wolf reported on this ongoing issue. The split has been completed and the North Lebanon Relief Association has been formed. He is still waiting to hear about a deadline date for the processing of all outstanding bills and checks which had been written from the North/South Assoc split. Also an Audit must be completed on the North/ South Lebanon Assoc. Once the Audit is completed, should there be any funds remaining, the funds will be divided evenly between the North Leb Assoc and the South Leb Assoc.

E.) Code Enforcement Issues

Sol Wolf reported he has been working with Officer Donald Wengert on four Code Enforcement issues which Officer Wengert has not been able to resolve without legal assistance. There are 4 North Lebanon Twp property owners whose issues will now be filed with the courts. Sol Wolf explained the names will not be given to the public at this time. The information will become public knowledge after the filing of the complaints is completed with the courts.

The Board of Supervisors is being asked to review their copy of each of the complaints prepared by Sol Wolf. The complaint is asking for 3 actions to be completed: 1) bring property into compliance with Twp codes, 2) The court to instruct the property owner to pay any and all outstanding fines, costs with the processing of the complaints and 3) property owner to pay any legal fees that might have been incurred by the Twp in this process. The complaint also states that the court is being asked to enforce the ruling and fine the property owner for every day he or she remains in non-compliance with the court's ruling.

COMMENTS FROM BOARD MEMBERS

A.) E.I.T. Appointment

Suv Artz expressed his congratulations to Mgr Grumbine for being appointed to serve on a Personnel Committee for E.I.T. Some discussion followed about the E.I.T. issues.

As there was no more business to conduct or discuss the meeting adjourned.

Respectfully Submitted,

Theresa L. George
Recording Secretary