

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
MARCH 1, 2010**

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:

Kenneth C. Artz Chairman
Richard E. Miller Vice- Chairman
Edward A. Brensinger Treasurer
Cheri F. Grumbine Township Manager

Also in attendance was Alicia Gurdus, a representative of the Lebanon Daily News and several other individuals. The meeting was called to order and the pledge to the flag was done.

COMMENTS FROM THE PUBLIC

A.) Glen Kreiser – Shellie Street

Mr. Kreiser told the Board that during the last meeting a conversation had taken place about volunteering. After some thought he wanted the Board to know he realizes the importance of volunteers as he has been involved with volunteer projects most of his life.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the minutes from February 15, 2010 Board meeting. Motion unanimously carried.

APPROVAL PAYROLL and PAYMENT OF INVOICES

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

TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine

A.) 2010 Mobile Home Park License

The last application for Mobile Home Park license renewal has now been received from Lakeside MHP (located off Jay Street). This will now complete all the necessary applications for North Lebanon’s Mobile Home Parks. The Board is being asked to take action on this renewal application.

MOTION was made and seconded to authorize signature on the 2010 Lakeside MHP renewal license. Motion was unanimously carried.

B.) PROP Conference– July 27-29, 2010

This year’s PROP conference is scheduled to be held at State College. A request to attend was received from the NLT Recycling Coordinator. Attendance will count towards maintaining her professional recycling certification. The cost for attendance is \$360 plus 2 night stay at the cost of \$103/night. Recently the Twp was denied the 902 Grant round and will not be receiving grant money for the Coordinator’s attendance. If the Board approves her attendance, the associated costs would be expensed from the Special Projects Fund (Recycling Fund). Some discussion was held about the costs. The Board was in agreement with the expenses coming from the Special Project funds.

MOTION was made and seconded to approve attendance of the Recycling Coordinator at the annual PROP Conference with expenses to be provided from the Special Projects Fund. Motion unanimously carried.

C.) Approval to Release Bids For Paving, Reclamation and Fuel

This year's scheduled road project is the upgrading of Kochenderfer Road. The specifications for the reclamation bids and the paving bids are currently being coordinated. Also, the delivery of heating and diesel fuel for the Twp building must be placed out for bid. Mgr Grumbine is asking the Board to authorize the advertisement of these bids once they are completed, so that bid opening and the awarding can take place at the April 5th Supervisors meeting.

Suv Miller had some questions for Suv Brensinger in regards to how the streets are chosen for repair work. Suv Brensinger and Suv Artz explained some of the procedures used in the Twp for determining which projects require immediate attention. Also discussed was the method used when trenching and work projects are done. Backfilling and the materials used to prepare for paving was discussed.

MOTION was made and seconded to authorize advertising of the bidding for paving, reclamation and delivery of heating and diesel fuel to the Twp building. Motion was unanimously carried.

D.) Resignation Letter from Park & Recreation Board Member

A resignation letter from Park & Rec Board member Steve Smith has been received. Mr. Smith had originally been appointed to the Board in 2003. He participated in the planning stages of the Parks, Recreation and Open Space Plan and the Lenni Lenape Master Site Plan that were adopted by the Supervisors in 2007. The Board is being asked to accept Smith's resignation and forward a letter of appreciation to him for his time served on the Park & Rec Board.

MOTION was made and seconded to accept the resignation of Steve Smith from the Park & Rec Board. Motion unanimously carried.

Mgr Grumbine recognized Dwayne Elder in the audience who has indicated his interest in sitting on the board to complete Steve Smith's term. The Board spoke to Mr. Elder and asked him if he is still interested on serving on this Board. After receiving a positive response from him the Board welcomed Mr. Elder to the Park & Rec Board.

MOTION was made and seconded to appoint Dwayne Elder to the Park & Recreation Board. Motion was unanimously carried.

E.) March 17 EIT Meeting – Final Tabulation on over/under issue

As discussed at previous NLT Supervisor meetings, the Lebanon County EIT Bureau held public meetings on 1-22-09 and again on 5-20-09 to review data received from the PA Dept of Revenue by McKonley & Asbury. The analysis covered distributions made by the EIT Bureau for the years 2004 through 2006 with an estimated value for the year 2007. Year 2007 was estimated because data would only be available later in 2009 from the PA Dept of Revenue. The report compared the actual distributions by the EIT Bureau vs. calculated distributions based on PA-40 Schedule reports with the PA Dept of Revenue.

Following the May 2009 meeting, it was requested by municipalities and school districts that when the figures for 2007 become available from the PA Dept of Revenue, the EIT Exec Comm should proceed to incorporate them in the tabulation. The final analysis and tabulation has now been completed by McKonley & Asbury. A public meeting has been scheduled for Wednesday, March 17th at 7:30 PM at the Cornwall-Lebanon School District in their Large Group Instructions (LGI) room. This will be the same location as the May 2009 meeting. As this issue is so important, attendance of the elected officials and solicitors are strongly encouraged. It is important everyone has a good understanding on the methodology used to analyze the data, the final tabulations and where we go from here.

March 17 EIT Meeting (con't)

Mgr Grumbine stressed the importance of attendance by the Board members at this informational meeting. It is important everyone have a good understanding of what is happening and what is expected to happen with this issue. Chm Artz indicated he is interested in attending. Suv Miller stated he also is interested in attending. Suv Brensinger told Mgr Grumbine he would get back to her on this.

A member of the public questioned the structure of this committee. He has noticed Mgr Grumbine's name in several newspaper articles and said it seems she is spending a lot of time on this issue. The goals of this committee were explained as well as the floating structures of one individual from the municipalities serving one year terms. This spreads the responsibilities out among the municipalities.

F.) NLT Pollution Prevention Vehicle/Equipment O&M Policy – Resolution N0. 9-2010

The Twp is required by DEP to establish a pollution prevention operation and maintenance program for all municipal vehicle/equipment operation. The drafting of this policy is a part of the MS-4 (Municipal Separate Storm Sewer Systems) regulation. The Safety Committee worked together to create a policy for all municipal vehicle/equipment operation, maintenance, fueling and washing activities, which is based on our facility. The Supervisors were provided with copies of the drafted policy. Suv Brensinger informed the other Supervisors that in reading over this policy, he noticed the Twp is already following many of the listed procedures. Mgr Grumbine will forward this policy to the State upon adoption by the Board.

Resolution No. 9-2010 is before the Board and Mgr Grumbine is asking the Board to take action on this policy to satisfy the MS-4 requirements.

MOTION was made and seconded to adopt the NLT Pollution Prevention Vehicle/Equipment O&M Policy. Motion was unanimously carried.

G.) Annual Tire Collection – Expo Fairgrounds

Mgr Grumbine has provided the Supervisors with the information which has been received regarding the annual tire collection done by the County. It is scheduled to be held Friday, April 9 from 8am to 6pm at the Expo Fairgrounds. The Twp had budgeted \$700 for this collection. Suv Brensinger informed the other Board members that this service has proven to be a good one as it has really cut back on the amount of tires found along the roadsides. The Township will register to take tires they periodically find along the road.

H.) Public Hearing – March 15, 2010; Knox Box Ordinance

Sol Wolf has informed Mgr Grumbine he would be advertising for the required Public Hearing on the Knox Box Ordinance for our March 15th meeting. One non-related item which will be included with this Public Hearing is a duplicate numbering error which was done during a previous Ordinance updates.

I.) Task Force - Comprehensive Plan Meeting; March 29, 2010

Mgr Grumbine explained to the Board that Dawn Hawkins, as a Supervisor at that time, had attended the Task Force meetings with her in the past. She asked the Board whether they would like Mrs. Hawkins to continue as our representative. The municipalities involved are North Lebanon Twp, South Lebanon Twp, West Cornwall, Cornwall Borough and North Cornwall. Mt Gretna is the only municipality within Cornwall-Lebanon School District that is not participating. Suv Miller, after asking a few questions, stated he will have to check his scheduling and get back to Cheri on this topic.

J.) County GIS – NLT Zoning Map

In the past the Twp's Zoning Map was completed by an independent engineering firm. Now with the GIS capability through the County, we have worked with the County GIS Department to duplicate our current zoning map, which is now complete. Manager Grumbine presented the Zoning Map to the Supervisors at this time. A copy will be provided to each Board member. The Zoning map will be added as an additional layering on our GIS mapping.

NLT Zoning Map (con't)

All subdivision plans recorded at the County level will automatically be added to the GIS system and subsequently to our zoning map. The only time we will need to ask for specific changes would be if the Board approves any Zoning changes. Mgr Grumbine informed the Board Theresa George has been working with the County GIS department for several months to get this map accomplished and expressed her appreciation. Suv Miller expressed his interest in having the County print copies to have available. Mgr Grumbine stated she would be informing LCPD how many and what size maps we would like to have.

COMMENTS FROM BOARD MEMBERS**A.) Suv Richard Miller – Winter Storm Relief**

Suv Miller asked what progress, if any, has been made on recovering any funds for the winter storms this past month. Mgr Grumbine stated she will be submitting all the specific information to County EMA within the next day or two. Suv Brensinger told Suv Miller this information is regarding one event, February 5th & 6th. Due to guidelines given to us, the highest 48 hour event is what will be submitted for reimbursement. He thanked Cheri for working on this issue.

B.) Suv Ken Artz

Suv Artz said he wanted to repeat his opinion that the road crew did a good job of cleaning up the snow after the repeated snow storm events.

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

Respectfully Submitted,

Theresa L. George
Recording Secretary