

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
APRIL 5, 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.)DCNR Application for Grant – Resolution No. 11-2010

Mgr Grumbine reminded the Board this is the same Grant that the Twp had been denied last year. She read the various projects outlined in the Grant application to be submitted for the Lenni Lenape Park, Phase I. Ass't Mgr Wartluft was present to answer any questions the Board might have. Chm Artz asked Sheila what she thought our chances are this time around. Sheila replied she had been told there is money available so it would benefit the Twp to continue applying in order to hold our place "in line" for grant approval.. After some general conversation the Board took action on this grant application.

MOTION was made and seconded to adopt Resolution 11-2010 and to authorize signature on the DCNR Grant application for the Lenni Lenape Park Phase I. Motion unanimously carried.

B.) Darlene Kughler – Northcrest Acres; Increases in Sewer/Water Billing

Ms Kughler informed the Board she lives in Northcrest Acres Mobile Home Park. The Park tenants received a notification from the park owner that the water/sewer rates were being increased. A signed list of names from many of the park tenants who objected to the increase was provided to the Supervisors. Kughler told the Board she had stopped in the Twp office and spoken to the sewer billing clerk about the written notification. Ms Kughler was told the letter was not mailed from the Twp office but was sent by the Mobile Home Park owner, Mr. Yiengst. She was also told the mobile home park is private property. Mr. Yiengst receives one bill for all the units in the park and he then distributes the billing to the tenants. Kughler stated she does not understand how the increase can be so drastic and still be legal.

After much conversation regarding the rate increase which the NLT Municipal Authority had adopted during the November 2009 meeting, the Board instructed Ms Kughler to visit the Lebanon Water Authority to ask some questions of them. Suv Miller suggested asking the questions about the water meters located on each individual unit and who is responsible for reading the meters. The Twp does billing for sewer only. Any questions about meter readings would have to be answered by whoever does the meter readings. The billing invoice Kughler showed to the Board had the name and phone number of a private billing agency which apparently Yiengst hired to complete the water/sewer billing for the park residents. Suv Brensinger suggested to Ms Kughler that the tenants may wish to contact an attorney in regards to various complaints they have regarding other issues pertaining to living in the mobile home park.

C.) Glen Kreiser - Shellie Street

Mr. Kreiser asked Roadmaster Brensinger who the new PADOT representative is at this time. Ed replied he is not sure, as there has recently been a change in the PADOT structure. He told Kreiser he would check into this and let him know.

Kreiser - Shellie Street (con't)

Mr. Kreiser asked about the format of the agenda. Years ago there was Old Business and New Business. He would like to see the format go back to the way it had been. He questioned an issue that had been raised a few months ago about the portable basketball hoops. When these issues are raised Kreiser said he thinks the issues do not get resolved because they are forgotten. Suv Brensinger told Kreiser the issues of liability regarding the basketball hoops had been resolved that same night. Chm Artz stated that the first item on the current agenda is Comments from the Public. It is at that time the public can discuss any old business or introduce new items for discussion.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the minutes from March 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.) Award of Bids for Paving, Reclamation & Fuel**

On Thursday, April 1st bid opening was held at the Twp building for the full-depth reclamation and paving projects and fuel (diesel & heating) for delivery to the Twp. The tabulation of the information submitted has been provided to the Board. Mgr Grumbine is requesting a separate motion for each contract that is to be awarded: 1) full depth reclamation; 2) paving; and 3) fuel.

An amount of \$292,490 was budgeted for the Kochenderfer Road reclamation/paving project from our Liquid Fuels Fund for 2010. Martin Paving was the low bidder out of 4 bids at \$37,456.20 for the Reclamation project.

A question was asked as to what reclamation involves. Roadmaster Brensinger explained the whole process starts with the grinding out and pulverizing of the existing blacktop. The blacktop gets reused for the under layer and fresh paving installed for a top coat. The shoulders will be widened on both sides of Kochenderfer Road with graded shoulder areas. Tom Stewart had some questions regarding the Kochenderfer Church and the sidewalk in front of the church. Roadmaster Brensinger told Mr. Stewart if the Trustees have any questions about the paving project, he will make himself available to explain the project.

MOTION was made and seconded to award the Reclamation to Martin Paving in the amount of \$37,456.20, as the low bidder. Motion unanimously carried.

An amount of \$240,681.00 was submitted by Pennsy Supply and was the low bidder for the Paving project.

MOTION was made and seconded to award the Paving in Place project to Pennsy Supply in the amount of \$240,681.00. Motion unanimously carried.

Fuel Bids were received from Meyer Oil, as low bidder, in the amount of \$2.248 per gallon for #2 Fuel Oil and the amount of \$2.326 per gallon for delivery of Highway Diesel to the Twp building.

MOTION was made and seconded to award the Fuel Bids to Meyer Oil, as low bidder for fuel oil and delivery of highway diesel to the municipal building. Motion unanimously carried.

B.) Approve Solicitor for CLSD Regional Task Force Committee

The CLSD Municipal Task Force met Monday, March 29 regarding our Regional Comprehensive Plan. A review of proposals from various law firms was done by the committee.

Approve Solicitor for CLSD Regional Task Force Committee (con't)

It was agreed to recommend Atty. Scot Feeman (Siegrist, Koller, Brightbill, Long & Feeman) to provide services to the Committee. Atty. Feeman's proposal provided a flat fee of \$500.00 to review the Multi-Municipal Agreement regarding cost sharing of expenses for the Regional Comprehensive Plan with additional work to be billed at the rate of \$135/hour. Reported at previous meetings, some of the municipalities requested an attorney not associated with any of the municipalities be hired to perform these services.

Mgr Grumbine is requesting the Board approve, by Motion, the recommendation of the Task Force to hire Atty. Scot Feeman for this project. Also being requested is authorization for Mgr Grumbine to sign any documents on behalf of North Lebanon Twp's agreement to hire Atty. Feeman. According to the Inter-municipal Agreement draft, the cost of sharing for our Regional Comprehensive Plan is based on the 2000 Census and it was agreed by the representatives that we also recommend the use of the cost sharing formula for the attorney fees. North Lebanon Twp's share would be 34% of the total costs. For the initial \$500 attorney fee our cost would be \$170. The Committee anticipates having the multi-municipal agreement from Atty. Feeman for review at their May 17th meeting.

Suv Miller questioned Mgr Grumbine if Scot Feeman is no longer the attorney for Lebanon City. She responded that Donna Brightbill is now the attorney for Lebanon City, although both attorneys are associated with the same firm.

MOTION was made and seconded to recommend Atty. R. Scot Feeman to serve as Solicitor for the CLSD Regional Task Force and review the Multi Municipal Agreement with costs to be shared between the municipalities. Motion unanimously carried.

MOTION was made and seconded to authorize Manager Cheri Grumbine to sign any documents on behalf of NL Twp regarding the Multi Municipal Agreement and cost sharing assignments. Motion unanimously carried.

C.) Resolution to Change Signers with Jonestown Bank

With the change of Board members it becomes necessary to update the Resolution with Jonestown Bank & Trust for the Twp's various CD's. Mgr Grumbine is asking the Board to authorize the signing of the new "Resolution" with Jonestown Bank & Trust pertaining to authorized signers.

Chm Artz questioned if this Resolution had a number assigned to it. Mgr Grumbine explained it is a resolution for the bank and not one of ours.

MOTION was made and seconded to approve the updated resolution for new signers at the Jonestown Bank. Motion unanimously carried.

D.) Update on Manager's Meeting with Dan Culver-Tenaska

Dan Culver requested an appointment with Mgr Grumbine and Ass't Mgr Wartluft to update on some issues pertaining to the Tenaska proposed project. On March 17th Mr. Culver did meet with Mgr Grumbine and Ass't Mgr Wartluft at the municipal building. He confirmed that they have placed a requirement on the leasee (of the former Linford Snyder property located on E Kercher Ave) to have all lime deposits used/applied no later than May 1st. Should the leasee not abide by this agreement, the lease will be terminated and the material will be removed by Tenaska.

In regards to the proposed Tenaska plant, they continue to look at new water sources with the Lebanon Water Authority. Work also continues with the Lebanon County Planning Department on traffic issues/concerns and they hope to have draft materials submitted to LCPD within 90 days.

E.) Knox Box Procedure – Ordering of Knox Boxes

The NLT office staff has been working with the North Lebanon Twp Fire Companies to create a listing of names and addresses of businesses that will need to comply with the recently adopted Knox Box Ordinance. Mgr Grumbine has contacted Chief Gettler of the Rural Security Fire Company regarding the ordering process. The Board is being asked to authorize Mgr Grumbine as an authorized signer to process the orders for the businesses to the Knox Company.

Due to the various sizes, colors and various other options it would make sense to order the boxes as requested by the businesses. To try to guess what boxes will be needed and stock them at the Twp does not make sense as we would be tying up Twp funds. The costs of the units vary from \$225 up to \$500. Chief Gettler agreed to process an order as it is received would be more reasonable than trying to stock and issue any boxes that may or may not be ordered by the businesses. The Twp is required to sign off on the order form to Knox, at which time payment will be collected. By authorizing Mgr Grumbine as a signer we will not have to wait for a representative from the Fire Companies to sign the form. Some conversation was held pertaining to the many different options available for the businesses to choose from.

Chm Artz agreed that the Twp should not stock this inventory and tie up Twp funds. Suv Miller indicated he agrees with the issue of not ordering inventory to be stocked.

MOTION was made and seconded to add Mgr Grumbine as an authorized signature on the order forms for the Knox Boxes. Motion unanimously carried.

F.) Safety Committee Memo – Prescription Eyewear

A Memo from the Safety Committee has been provided to the Supervisors regarding the wearing of safety glasses. A concern has been raised about the few individuals who already wear prescription glasses. A concern was raised about the fit of the generic glasses over the personal glasses and lack of a proper safety fit. It is being recommended the Twp provide safety glasses for these employees (to some extent). The Committee has provided 2 quotes for the Board to review when considering this request. Mgr Grumbine is asking the Board to inform her if there is any other information they would like to have while reviewing this recommendation. She will inform the Safety Committee of any decisions that are made.

Dawn Hawkins

Mrs. Hawkins voiced her opinion that the Twp should not be expected to purchase prescription safety glasses when there are safety goggles available which fit over the regular prescription glasses.

Much discussion took place regarding this issue. Suv Miller stated that the newly adopted Safety manual calls for use of safety glasses for certain tasks. Suv Brensinger said he is not sure prescription glasses are something that should be purchased. There are some safety glasses available which are designed specifically to fit over regular eyeglasses. Since he happens to be one of the individuals who wear glasses, he would like to see what other options might work. He said he is not convinced on this issue. After some more discussion it was decided to table this issue until more research could be completed.

MOTION was made and seconded to table the issue of prescription safety glasses until research is completed on the safety goggles that are made to fit over regular prescription eyewear. Motion unanimously carried.

G.) Pertinent Matters:**1. PSATS Items; Membership Cards; Resolutions; Bylaw Changes**

Mgr Grumbine provided the Board members with several items pertaining to the PSATS conference which is held the week of April 19th. The copy of the 2010 Resolutions and by-law changes can be reviewed by the Supervisors before convention week.

Pertinent Matters (con't)**2. Ethics Forms due by May 1**

Ethics forms have been distributed to the Supervisors and must be returned to the office by May 1.

3. EIT Representative for 2010/2011 – N. Cornwall/ W. Cornwall

Mgr Grumbine informed the Board members her term on the EIT Executive Board is about to expire. Robin Getz from N Cornwall will become the representative in June for the municipalities and someone from West Cornwall Twp will be the alternate. She has contacted Atty. Marc Hess to provide a name of the W Cornwall representative. Atty. Hess stated he would provide the information by the end of the month.

4. Authority Meeting – Thursday, 4/8 Engineer Update on Rockwood Sewer/DEP

As a continuation of the presentation done at the last Municipal Authority meeting, Scott Rights will be giving an update of information at the Authority meeting scheduled for April 8.

COMMENTS FROM BOARD MEMBERS**A.) Keith Rudy – Officer of the Year-Lebanon County**

Suv Miller informed the public that one of North Lebanon's Police officers has been named "Officer of the Year" by the County Fraternal Order of Police. He went on to say he personally is quite pleased by this honor. Chm Artz and Suv Brensinger indicated their agreement and extended congratulations Keith Rudy's way.

B.) Trees on Kimmerlings Road

Mgr Grumbine stated she is appreciative of the fact that Roadmaster Brensinger took the initiative to contact the neighboring property owner about the removal of the trees located in the right-of-way along Kimmerlings Road. The trees created a bit of a sight obstruction for traffic entering and exiting the municipal grounds. The removal of the trees has opened the visibility quite a bit. She also commended the highway crew for the cleanup job they performed.

As there was no more business to conduct or discuss the meeting adjourned with executive session to follow on personnel and litigation matters, if required.

Respectfully Submitted,

Theresa L. George
Recording Secretary