

**MINUTES  
NORTH LEBANON TOWNSHIP  
BOARD OF SUPERVISORS  
MAY 17, 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
Harold L. Easter	Chief of Police
Frederick S. Wolf	Henry & Beaver LLP

Also in attendance was Lauren Cappccio of the Lebanon Daily News and several other individuals. The meeting was called to order and the pledge to the flag was done.

**RECOGNITION – Officer Keith Rudy – Lebanon County Officer of the Year**

Chm Artz asked Officer Keith Rudy to come forward. The Board wished to recognize Officer Rudy who had been nominated and named Lebanon County Police Officer of the Year. Chm Artz stated an award dinner had been held in Officer Rudy's honor. The Board expressed their appreciation to Officer Rudy for his services. A plaque will be displayed in the Twp building which contains Officer Rudy's name along with the names of previous recipients of this award.

**COMMENTS FROM THE PUBLIC**

**A.) Scott Rights – Municipal Authority Engineer; Rockwood Project Update**

Scott Rights, Engineer for the NL Municipal Authority, told the Board he is in attendance this evening to update them on information pertaining to the Rockwood proposed sewer project. Scott refreshed the Board on what has occurred up to this point in time. He started his remarks by stressing the importance of meeting the July 1<sup>st</sup> deadline for application of an H2O Grant. Scott said there are certain issues that must be in place to meet the application deadline.

1.) Act 537 plan must be in compliance. Currently the 2002 plan outlines a different scenario for the Rockwood sewer planning. This plan outlines one proposal for all of Rockwood and Mountville to be directed to Northern Lebanon Authority. However this is now going to be slated as 2 separate projects, Rockwood flow directed to Water Street station and Mountville, at some point in time, being directed to Northern Lebanon Authority. The 2002 plan lists Swatara as steering the project with North Lebanon signing an Inter-municipal Agreement. Due to the proposed changes, the plan must now read that North Lebanon Municipal Authority will be steering the Rockwood area and Swatara controlling the Mountville project.

Swatara Twp is responsible for making these changes to the Act 537 plan. Scott informed the Supervisors a draft of the Planning Module is completed and he is providing copies to the Board for their review. Swatara has a draft and is expected to approve the Planning Module later this month at their public meeting. Scott again stressed the importance of keeping this process moving and not letting it stall. He explained he will be attending the June 21<sup>st</sup> meeting with the decision from Swatara and he will be asking the NLT Board of Supervisors to take action at the June 21st meeting.

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**Rockwood Project Update (con't)**

During the 5-13-10 meeting the Municipal Authority directed Sol Wolf to begin communications with Swatara in order to begin modifying the existing inter-municipal agreement. The language will have to be changed to reflect the current plan of action which to name the NL Municipal Authority as owner of the Rockwood system.

2.) The next step is the permitting phase. This phase is expected to be completed by the Authority's next scheduled meeting which is June 10<sup>th</sup>. The permit application process has already begun. There are several permit processes involved: construction permit for building the system, DEP permit for stream crossings and a PADOT permit for a portion of Grace Ave within the PADOT right-of-way.

Scott told the Supervisors that all this is expected to be completed in time for the June 21<sup>st</sup> Supervisors' meeting and will be asking for approval in order to keep this project moving toward the July 1<sup>st</sup> deadline. Suv Miller asked about the financial aspects of this project. Some discussion took place about the costs and any anticipated Grant money. Another avenue available for application is the Community Block Grant through the County. However there is survey work required before application can be completed on the Block Grant. When the Supervisors asked about financial help for the individual property owners, Scott replied inquiries have been made about the Rural Development program. Information on this option for property owners will be forwarded to the owners once it is determined if these individuals qualify. Suv Miller asked if there are any other financial options for these property owners. Scott replied he is not aware of any. However a meeting was held with Senator Folmer to make him aware and ask him to try to get any information he might be able to gather on financial options for them.

Sup Brensinger had a few questions regarding the North Lebanon Mountville area residents. He is concerned about the on lot systems. Are the systems operating well and not failing in any way? Scott replied he is not aware of any problems. Suv Brensinger then asked about capacity being available for any systems that might become a problem in the Mountville area. The response was that the Twp had prepared for this area years ago in capacity planning. Should this area for any reason start becoming a problem, the flow would be directed to the Mountville area and to the Northern Lebanon County Authority.

Suv Brensinger next mentioned that Grace Ave is slated to be paved this summer by PADOT. What was PADOT's reaction to the possibility of a portion of Grace Ave being disturbed right after a major paving project is completed? Scott replied, unfortunately, he does not have answer to that. PADOT has pretty much said get your piping in the right-of-way before the paving begins. The area which is a problem is at the end of Water Street and to the right onto Grace Ave. Several of the homes are located smack up against the PADOT right-of-way. There is not any other option other than the right-of-way, on both the north and south sides of Grace Ave. Suv Artz mentioned the large rocks found in the area. Conversation was held on the PADOT paving project for this particular area of Grace Ave. Ending his remarks Scott, told the Supervisors he and Sheila will be attending a meeting at DEP tomorrow to discuss this proposed project.

**B.) Harry Fenton – Working with Committee on Clean-up of Illegal Dumps Sites**

Mr. Fenton explained a program which is targeting areas throughout PA that have become illegal dump sites.

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**Clean-up of Illegal Dumps Sites (con't)**

These would be areas that people have decided to dump their trash “down over the hillside”. The goal is to remediate all of these dump sites. In Lebanon County a total of 36 dump sites have been recognized as illegal dump sites. The sites are being worked on one at a time.

Mr. Fenton explained he was involved in getting 2 sites in the City cleaned up and the trash disposed of. A group is in charge of cleaning out the area that has been identified as a dump site. Everything is placed in trash bags and placed by the roadside. The municipality is then asked to participate by having the road crew use equipment (a truck) to go out and gather the trash for deposit in the landfill. The GLRA has agreed to participate in the program by accepting the trash free of charge, with a 2-ton limit. They have agreed to accept everything gathered including appliances and electronics.

The areas in North Lebanon identified to date are both sides of the bridge located on Rte 422, near Wal Mart. Suv Brensinger questioned the possibility of exceeding the 2-ton limit. Fenton stated he does not see this amount exceeding 2-ton. He has based that opinion on the clean ups already conducted in the City. In the event it should exceed the 2-ton limit, the municipality will be responsible for the expense. Fenton told the Board there may be more sites identified within the Twp. The sites are still being identified as the program moves along.

Mr. Fenton told the Supervisors an answer must be received and clean up completed by June 15<sup>th</sup>. Suv Brensinger asked Mgr Grumbine about funding anything over the 2-ton limit. Mgr Grumbine replied there was a hundred dollars left over from the County Tire Collection and a line item in the Budget of \$200 for roadside cleanup. Any amount over and above that could be expensed from the Special Projects Fund.

**MOTION** was made and seconded to participate in any North Lebanon illegal dump site programs that Mr. Fenton has described to them. Motion unanimously carried.

**C.) Glen Kreiser – Shellie Street**

Mr. Kreiser asked about the approval of payroll and invoices for payment subject to audit. He would like to know the total amount of invoiced Police overtime payment for the past month. What amount is the Board approving? Suv Miller mentioned some of the figures provided to the Board in a monthly report the Chief submits. However the report includes hours worked only not dollar amounts. When Chf Easter was asked he explained some of the work details are reimbursed by various programs. Due to different variables that are considered the Board told Kreiser they could not provide a definite financial number. Kreiser suggested they could provide the information to him at the next meeting, June 21<sup>st</sup>.

**APPROVAL OF MINUTES**

**MOTION** was made and seconded to approve the minutes from April 5, 2010 meeting. Motion unanimously carried.

**APPROVAL PAYROLL and PAYMENT OF INVOICES**

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

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**FIRE CHIEF’S REPORT – George Gettler**

There was no Fire Company report given this evening.

**CHIEF OF POLICE REPORT – Harold Easter****A.) Calls for Service – March & April 2010**

Chf Easter provided a summary of the calls taken by the Police Dept for the months of March & April 2010. A total of 770 calls for service were reported in March and 551 calls in April.

**B.) Overtime Hours Discussion**

Suv Miller started a discussion with Chf Easter regarding the summertime shifts and the covering of vacations within the department. He asked Chf Easter how this season of the year is prepared for at budget time. Are previous years used to establish what is budgeted for overtime during vacation months? Chf Easter stated this is always a problem with training sessions and vacations. Does the budget allow for the overtime and is the department able to work within the budgeted amount? Chf Easter replied, not this year. As budget cuts were considered and applied for this year, the 2010 overtime budget request for the Police Department was cut significantly. Chm Artz asked if there were any other questions on this issue and it was indicated there were not.

**TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine****A.) Appointment of CLSD Municipal Representative and Alternate to EIT Bureau/TCC**

As outlined in the Municipal Agreement with the other municipalities in the Cornwall-Lebanon School District it is time to change representatives on the EIT/TCC Boards. Currently, the same representative serves on the EIT Executive Committee and the TCC Board of Delegates, as the municipal representative for the CLSD. The appointment must be made prior to June 1<sup>st</sup>. The new CLSD municipal representative will be Robin Getz-Manager of North Cornwall Township and the alternate representative will be Frank Dombrowski, Supervisor of West Cornwall Township. Their terms will commence June 1 through May 31, 2011. The Board is being asked to confirm these appointments by motion.

**MOTION** was made and seconded to approve the appointment of Robin Getz with Frank Dombrowski, alternate, as municipal representatives for the EIT/TCC boards. Motion unanimously carried.

**B.) Confirmation of NLT Representatives for CLSD Regional Task Force/Steering Committee**

Previously the Board appointed Dawn (Hawkins) and Cheri Grumbine to serve on the CLSD Regional Comp Plan Task Force Committee. The March 29<sup>th</sup> meeting was attended by Sheila (Wartluft), Mgr Grumbine and Charles Allwein. The Board approved Mgr Grumbine signing the document which contracts with Attorney Scot Feeman to work with the group. The agreement is currently being circulated among the participants for signature. A copy has been provided to the Board for informational purposes. Following completion of each participant signing the agreement, the next step is Phase II and to release an RFP to hire a consultant to work with the Committee in preparing a Regional Comp Plan. After receiving the RFPs, the Steering Committee (Managers of each municipality) will meet to review and recommend a consultant to the Task Force Committee. At that time another agreement (Phase II) will need to be signed by all participating municipalities, which will approve the consultant to commence work on our regional comp plan. Sheila, Cheri and Charles will continue to meet with the group and keep the Board informed on the progress.

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**Earl Roberts** questioned if the public is able to participate in the process of drafting an RFP and managing the contracts. Chm Artz stated he does know how to answer that question. Sol Wolf said he thought it would be an inter-municipal agreement between any participating municipalities.

**NLT Representatives for CLSD Regional Task Force/Steering Committee (con't)**

When asked Mgr Grumbine stated up until now it has been only municipal representatives attending the meetings. Mr. Roberts replied he had asked during the March meeting if he could attend the meeting and he had been told it was not a public meeting.

Suv Miller asked why these meetings were closed to the public. Mgr Grumbine said she cannot think of a reason other than it has been discussions up to this point in time. The Managers have been reporting back to their respective municipalities. Suv Miller asked what problem would be created with a member of the public sitting in on the meetings. Does it have to be cleared with the host of the meeting? Mgr Grumbine stated she, personally, has no problem with the public being present.

Sol Wolf asked about the formation of the task force. Mgr Grumbine stated the individual municipalities (within the CLSD) appointed their representatives to the committee and then County made the contact to all municipalities and scheduled the first date for a meeting. At this point the committee was meeting quarterly. Until all the partners who wish to participate and actually sign the agreement with the Solicitors it is not known who will be participating. Once that factor is determined the RFP would be the next step. A draft RFP has been circulated between the involved municipalities. Mgr Grumbine said she would be happy to share the drafted RFP with Mr. Roberts. Suv Miller asked Cheri to find out about Mr. Roberts attending the meetings. Mgr Grumbine said she feels it would be a decision made by the Board whether or not one of our residents attends the meeting.

Mr. Roberts told the Board he feels he has the experience required regarding the RFP and could be beneficial. He would also like to participate in the Comprehensive Plan as it addresses land use and it will affect the future of the Twp and the County.

**Dawn Hawkins** stated she is a little confused. She did not think this Steering Committee would be creating the Comp Plan. Mgr Grumbine explained the process involved with the committee and the tasks which will be involved in the future. In closing Suv Brensinger said he thinks the question asked by Mr. Roberts was not completely answered. It is his suggestion that Mgr Grumbine be directed to look into this question and bring the answer back on this issue. The Board members were in agreement. Mgr Grumbine repeated she would like to share the copy of the RFP with Mr. Roberts. The Board indicated their agreement to this suggestion as it is available to public inspection at any time.

After some conversation about the representation on the committee, Mgr Grumbine suggested that once the RFPs are accepted and it is time to concentrate on the Comp Plan, the Board might want to restructure at that time. By then it will be known who will be partnering and how many representatives the other municipalities are appointing. Mr. Roberts agreed that the sharing of the RFP would be acceptable to him at this time.

**C.) US EPA Letter of April 7, 2010; MS-4**

The Township, along with approximately 70 other municipalities in the south-central region of DEP, received an “Administrative Order and Information Request” from the US EPA dated April 7, 2010. The Administrative Order outlines 3 deficiencies in our MS-4 (Small Municipal Separate Storm Sewer Systems) Permit. The review was conducted by EPA in August of 2009, which was our Year 6 Annual Report completed and forwarded to DEP in June of 2009. The letter outlines 3 violations:

1.) MCM #2 Public Involvement Participation. – We need to identify that “the Public Involvement and Participation Plan (PIPP) was reviewed for accuracy and content and to identify any relevant changes. It appears that they are only asking the Twp to confirm that our PIPP is sufficient and we did not need to make any changes.

2.) MCM #3 – Illicit Discharge Detection and Elimination. – This is clearly a violation on our part and one that the Twp has struggled with meeting from Year 2. The Board had budgeted for this item each year since our 2003 Permit was approved. It is evident that the Twp will need to hire a consultant to work through documenting the outfalls and to determine the priority for inspection and testing. The original permit required that we inspect and test every outfall over the length of the permit. The permit was for five years, the first year was to identify all the outfall structures and then years 2 through 5 to complete the inspection and testing. Originally Ed had identified the outfalls on our Twp map. Starting in 2008 he was working with the County GIS Department to use their GPS unit to document these structures as a layer on our GIS map. The Twp will need to work with a consultant to confirm the map correctly identifies the outfalls and make sure we are not identifying more than is necessary, which requires inspections and testing on each one in order to be compliant with our Permit. Following this Administrative Order, Ed and Mgr Grumbine had spoken to Rettew Associates about providing a proposal to work with us on completing compliance #3 item. A written proposal was received from Rettew for this work, which will verify the outfalls identified and prepare a plan for inspection/testing.

The Supervisors were provided with a copy of their proposal. In addition, a meeting was held with our WasteWater Department to review their GeoPlan software used to document public sewer structures and their inspection plan for these facilities, which they have broken down into a five-year program. A meeting with Steckbeck Engineering representatives was requested in order to provide a demo of the GeoPlan software module and obtain information regarding integration with our current GIS information, as well as any other related costs. Mgr Grumbine had completed some research and has discovered the company that owns the software has not completed the design to date for the stormwater module. However she is awaiting confirmation from Steckbeck Engineering.

3.) MCM #6-Pollution Prevention/Good Housekeeping for Municipal Operations. The Board adopted a house keeping policy during our March 1<sup>st</sup> meeting, so this item has been addressed. Mgr Grumbine continues to review the policy at the monthly Department Head meetings and also review the policy at the quarterly employee meetings to remind everyone to be conscious of our storm water systems throughout the township and on our properties to keep in compliance with our policy. The importance of adopting this policy at our March 1<sup>st</sup> meeting was to bring this item into compliance for our current year report. The MS-4 Annual Report does require Mgr Grumbine to submit documentation confirming annual (or more frequently) review of the policy with township employees.

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**US EPA Letter of April 7, 2010; MS-4 (con't)**

As stated in the Administrative Order, the Twp has 120 days from the receipt of the order to come into compliance with the stated violations. The Report for Year 7 is due by June 9<sup>th</sup> and Mgr Grumbine has provided the Board with a copy of the completed report to be filed. She was hoping to have additional information regarding the MCM #3, so she could identify a plan of action on this issue.

A copy of the Year 7 Report will be submitted to EPA and any additional information regarding our plan to come into compliance on the violations will be included. The only item we will probably not have totally completed is the MCM #3. An extension will be requested, however, along with the request the Twp **must** state what we are doing and an achievable timeframe for completion to go along with the extension request. The letter from EPA requested all municipalities that received the Administrative Order attend an informational meeting on May 5<sup>th</sup>, in Harrisburg. DEP was invited to attend but unfortunately did not show. Ass't Mgr Wartluft and Mgr Grumbine attended the workshop on behalf of the township. EPA did make a remark that other municipalities that have not received an Administrative Order at this time will probably be receiving one in the next round, as they continue to review these Annual Reports in DEP's file. On June 10<sup>th</sup>, Rettew is hosting a seminar on TMDLs (Total Maximum Daily Load) and Stormwater to coincide with MS-4 regulations. Mgr Grumbine is hopeful that additional information can be gathered at the seminar to help us as we make our way through the MS-4 regulations.

Suv Miller questioned the meeting of May 5<sup>th</sup>. Were there any concrete answers given to the numerous questions on this issue? Mgr Grumbine repeated that the PA DEP did not attend so there were no concrete answers to the questions. She stated the meeting was attended by a lot of Engineers who are trying to find answers to the questions. She told the Board the new application due in September will come with more regulations.

**Earl Roberts** commented on the fact that the State DEP has jurisdiction and the Federal EPA falls second to the State. This comment started a discussion on the state level versus the Federal level and the obvious difference of opinions between the two. Suv Miller asked if the Twp can actually receive a fine for this non-compliance. Mgr Grumbine said they informed everyone that it is an option. However what they are looking to see is a definite movement on the part of the Twp to try to meet these regulations.

Mgr Grumbine explained some of her thoughts on how to start the inspection and testing of what the Twp has identified as outfalls. In her opinion Rettew can help the Twp with some of this work. When it comes time to actually do sampling, we can reevaluate at that time the best way to proceed on taking samplings. It is her opinion that the most important task right now is to properly indentify where the outfalls are located. Suv Brensinger agreed it is necessary to seek help from an engineering firm. He shared his concern about the firm knowing what is expected any more than the Twp does? Mgr Grumbine asked for any questions that the Supervisors might have pertaining to the Rettew proposal. Suv Brensinger inquired as to what had been budgeted for this issue. It was suggested that this will have to be handled in steps. The first step would be to get Rettew involved in correctly identifying the outfalls.

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**US EPA Letter of April 7, 2010; MS-4 (con't)**

Suv Brensinger asked his fellow Board members for their thoughts on the Rettew proposal. During discussion Mgr Grumbine pointed out there are not many local engineering firms that work with this issue. The Twp has received some information from Florida and some other states but nothing local. Her thought is to try to stay local.

Suv Miller stated his opinion is to stay local and contract with Rettew in order to show the State the Twp is willing to move on this issue. Contracting with Rettew would be the first step.

**MOTION** was made and seconded to engage Rettew to assist the Twp completing compliance with the MS4 program. Motion unanimously carried.

**D.) Letter from PC to Authority Engineer Re: Rockwood Sewer Project**

The Planning Commission was asked by the Municipal Authority's engineer to review the proposed (mandated) Rockwood Sewer Project for compliance with our current Comprehensive Plan. A letter was approved by the Planning Commission at their May 10 meeting and a copy of the letter has been provided to the Board for their information.

**E.) Lebanon County Tire Collection Results**

The tire collection program held on April 9<sup>th</sup> was successful in removing 5,085 tires within 10 hours from Lebanon County neighborhoods. For North Lebanon Township, 52 persons participated, bringing a total of 490 tires. There were 480 small tires and 10 large tires. The cost to the township is \$608. (The amount of \$700 from Special Projects Fund was budgeted)

**F.) Resolution No. 12-2010 Adoption of Official Zoning Map**

Pursuant to the Codified Ordinances of the Township under Chapter 27, Part 2, Section 202, Solicitor Wolf prepared Resolution No. 12-2010 to adopt the official Zoning Map for North Lebanon Township. As stated in the Resolution there are NO changes being made to the map. The new map provides a better detailed Zoning Map through the County GIS Department and will be updated through the GIS Department as new developments or approved changes take place. The prior Official Zoning Map shall be preserved together with all available records pertaining to its adoption or amendments. The Board is being asked to approve this more detailed Zoning Map, as our official Zoning Map, as designated under Resolution No. 12-2010.

**MOTION** was made and seconded to adopt Resolution 12-2010 adopting the Official Zoning Map for North Lebanon Twp. Motion unanimously carried.

**G.) Resolution No. 13-2010 – Designation of Agent Resolution**

As required by PEMA the Board must approve a designated agent to execute documents on your behalf to file for reimbursement of snowstorm related expenses. We have prepared Resolution No. 13-2010 (PEMA-DAP-2 form) for the Board to adopt, which designates Bonita Grumbine, as your agent to execute documents on behalf of the Board of Supervisors. Bonnie has attended the various meetings with EPA/PEMA/ FEMA representatives along with Ed Brensinger in order to understand what documents are required as well as eligible expenses. Both Bonnie and Ed continue to work on completing the necessary paperwork in order to receive Public Disaster Assistance through PEMA.

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**Resolution No. 13-2010 – Designation of Agent Resolution**

In addition, Mgr Grumbine is providing to the Board a copy of the required PEMA-DAP-1 form, which Bonnie will execute on your behalf. This is the Public Disaster Assistance Application and Agreement for Financial Assistance.

**MOTION** was made and seconded to adopt Resolution 13-2010 appointing Bonnie Grumbine as authorized signer for any 2010 winter event forms. Motion unanimously carried.

**H.) Signage for Hobby Lobby Store @ Lebanon Valley Mall**

On April 29<sup>th</sup> Mgr Grumbine received a call from Song Kim, Zoning Officer-LCPD, regarding a request for signage at the Hobby Lobby store at the Lebanon Valley Mall. Hobby Lobby will be moving into the building previously occupied by JC Penney. Two wall signs were proposed greater than the 250 SF maximum in our ordinance. Under Chapter 27, Section 1506 Signs in Commercial and Industrial Districts, Paragraph 1506.B allows the Supervisors to “permit an additional sign or signs in excess of the requirements provided the Township finds that the proposed sign and/or signs is in keeping with the commercial or industrial district in question and does not create a traffic hazard”. In speaking with Song Kim and in his confirming email, Song stated that in his opinion, as zoning officer for North Lebanon Township, the walls signs “would not change the character of the surrounding uses and will not be a distraction to Mall and or 422 traffic”. As the Mall’s footprint is located on the boundary line of North Lebanon and West Lebanon Townships, Song Kim informed Mgr Grumbine that there is no problem permitting these signs with the zoning regulations in West Lebanon Township. Thus, the decision was made to allow Song Kim-LCPD, as our zoning officer, to issue a permit for these 2 wall signs. The Lebanon Valley Mall has been working diligently to find a tenant for this area of the Mall since losing J C Penney as a tenant and the last thing the Twp wanted to do was create a hardship for the new tenant, as we welcome them to the Township and Mall. A copy of the proposed signage was provided to the Board and Mgr Grumbine asked that the Board ratify this decision.

**MOTION** was made and seconded to approve the signage for the Hobby Lobby store to be located at the Lebanon Valley Mall. Motion unanimously carried.

**I.) Invite to GLRA annual Municipal Recycling Recognition & Achievement Award**

The Board has received an invitation to attend the GLRA’s annual municipal recycling recognition and achievement awards program. The event will be held during the regular board meeting of the GLRA on Wednesday, June 2 , at 7:00 p.m. (Held at Maintenance Facility) Our GLRA representative, Bonnie Grumbine, will also be present. We do need to RSVP by May 28<sup>th</sup>, so if you would let us know if you plan on attending, Bonnie or I will forward the information to Amy at the GLRA. Suv Artz and Suv Miller indicated they will be attending. Suv Brensinger stated he will not be able to attend. Mgr Grumbine will forward the information.

**J.) Request to Re-address property on Glenn-Lebanon Drive**

We received a request from the resident at 1705-B Grace Avenue to change their address to Glenn Lebanon Drive. In looking at the GIS Map (attached), this property sits behind 1705-A and 1707 Grace Avenue. However, their driveway access is actually off Glenn Lebanon Drive, making it difficult for any delivery vehicle to find their house. This would also cause a problem for any type of emergency vehicle that may be dispatched to their address.

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**Re-address property on Glenn-Lebanon Drive (con't)**

Before making the change for the resident at 1705-B Grace Avenue, Mgr Grumbine wanted to review the issue with the Board for a potential broader re-addressing of the entire area to change from Grace Avenue to Glenn Lebanon Drive. While the businesses off Glenn Lebanon Drive (Fire Company, Fisher Bus, and Fisher Tours) are easily found because of their business signage along Grace Ave, the 2 private residences off Glenn Lebanon Drive could be difficult to locate causing problems should there be an emergency.

Supervisor Artz had made contact with the area residents and the Fisher business for their input for discussion tonight. He said there is some resistance to the idea of an address change. The statement was made to him that the 2 residents could be changed, Reynolds and Eynon, and let the business addressing as it is currently. Suv Artz said he was not able to contact the Reynolds.

A discussion followed about the possibility of emergency services being needed and not being able to locate the properties with the current addressing. After some conversation the Board indicated their agreement to change the 2 residential properties and not do anything with the Commercial properties.

**SOLICITORS REPORT – Solicitor Frederick S. Wolf (Henry & Beaver Assoc)****A.) Update on The Crossings Subdivision Plan & Remaining Outstanding Issue with Authority**

The Preliminary subdivision plan for The Crossings has been withheld from the recording process until all the outstanding issues with the Municipal Authority have been resolved. The necessary agreements have now been finalized and submitted. At this time the plans can be released to Landmark for transport to Lebanon County Planning Department.

**B.) Update to Pre-Treatment Ordinance.**

Sol Wolf reported this is a project Jon Beers has been working on for many months. Every time he provides a draft to the solicitors whose municipalities are involved, there are revisions he makes to the document. Once all revisions are made and the solicitors are satisfied with the contents of the Pre-Treatment Ordinance the Boards will be asked to adopt this ordinance.

**C.) Change on Edward Jones Representative (Steve Goodhue) – Act 44 Requirements**

Edward Jones is the acting representative for the uniform and non-uniform pension investments. The representative who has been handling this for Edward Jones has now left Edward Jones and started his own business. The new representative for Edward Jones has met with Mgr Grumbine and Ass't Mgr Wartluft. The prior financial representative has also made contact about continuing business with the Twp. Sol Wolf refreshed the Board's memory on the Act 44 provisions. This Act spells out certain requirements the Twp would need to follow for any changes in representation with the Pension funds. To date the Twp has done nothing in regards to Act 44. Mgr Grumbine has made contact with Senator Folmer's office to ask for guidance on what the Twp must do to be in compliance with this Act 44. It is possible the Twp will need to open this issue to other professional proposals which could include the Twp's previous financial representative.

**D.) Update on International Property Maintenance Code**

Sol Wolf informed the Board about some of the problems the Twp has experienced in collecting payments from some individuals who have received invoices for inspections pertaining to the International Property Maintenance Code. In the past some were tenants and some were mobile home owners.

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**Update on International Property Maintenance Code (con't)**

The solution for these individuals when receiving the invoices was to pick up and move from the location as they were tenants.

In reviewing this issue the Twp has now started notifying the property owners as well as the tenant when there are violations. This applies to mobile home park owners as well. When inspections take place the inspection costs are passed onto the property owner (including the Mobile Home Park owner). Most times the invoices are getting paid. Sol Wolf said he thinks the program is working well, even though there are some situations that can prove to be difficult to collect payment for invoices. There may be certain situations that arise when the invoices are uncollectible after making every reasonable attempt to recover these costs. Future reports provided to the Board will state the costs are uncollectible in certain situations. To continue to process action against these types of situations is costing the Twp more money when it is evident the costs will not be recovered. Mgr Grumbine stated that the Board had received an email regarding 3 of these types of situations.

**E.) Municipal Authority Inter-municipal Agreement with Swatara Twp**

Sol Wolf informed the Supervisors that he will be contacting Swatara in reference to updating the Inter-municipal Agreement between Swatara and North Lebanon. Within the next week to 10 days a draft will be provided to both the Supervisors and the Authority Board to review and finalize. This will have to be completed before the H2O Grant is applied for.

**COMMENTS FROM BOARD MEMBERS****A.) Knox Box Ordinance**

Chm Artz told the Board he has revisited the Knox Box Ordinance that requires all residents and businesses to comply. Suv Miller said he thought it was only the residents/businesses that have automatic alarm systems. Chm Artz replied the Ordinance does not specify the automatic alarms. Suv Miller said he was fairly certain the Ordinance was written that way. Mgr Grumbine left the room to get a copy of the Ordinance for the Supervisors. Suv Miller indicated a phrase he found in the ordinance. Suv Artz stated since the mention of automatic fire alarms is in the ordinance he will withdraw his concerns.

**B.) Kochenderfer Road Project Update**

Ed Brensinger was asked to provide an update on the Kochenderfer Road project which will be progressing in the near future. Ed reported that Met Ed has now completed everything they need to complete. Verizon and Comcast are now playing the “blame game” as to who is dropping the ball to complete removing their lines from the old poles and relocate on the newly installed poles. Both utilities have assured Ed they will have this completed within the next week. Both have assured him the work will definitely be accomplished by the middle of June. He stated he will continue to follow up on this with both utilities until the job is done. Chm Artz questioned who will have to remove the old poles. Ed replied that typically the last one to remove their lines is responsible for pole removal. However Comcast does not have the capability to remove the poles. Met Ed will then come back into remove the poles or the Twp will complete the removal.

**C.) Suv Miller – Hershey Conference for Supervisors**

Suv Miller commented on the Hershey Conference that the Supervisors had recently attended. He said he was very impressed with the seminars and the exhibits that were available. He had attended one seminar which dealt with properties that had been abandoned.

**Hershey Conference for Supervisors (con't)**

Suv Miller referred to a letter submitted to the Board regarding a property located on Jay Street that had been vacated for at least 4 years. This property has been left to deteriorate for 4 years. Suv Miller stated his exception to this type of situation. During the session he had attended an Abandoned Property Ordinance was shared and discussed. Suv Miller said he is attempting to get a copy of this Ordinance that has been meeting with success in other areas of the State. It is his opinion that the Twp should look at this possibility to eradicate this type of blight on the Twp.

**D.) Chm Artz – Election Day**

Chm Artz reminded everyone to go to the polls and vote tomorrow.

As there was no more business to conduct, the meeting adjourned with executive session for personnel and litigation matters to follow.

Respectfully Submitted,

Theresa L. George  
Recording Secretary