

**MINUTES  
NORTH LEBANON TOWNSHIP  
BOARD OF SUPERVISORS  
SEPTEMBER 2, 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

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

**COMMENTS FROM THE PUBLIC**

**A.) Susan Gill – Briar Lake; Trash/Recycling RFP**

Mrs. Gill reminded the Board she had attended the last meeting and presented a draft of their RFP for trash removal services. She has returned to hear if the Supervisors had reviewed the material and what their opinions were. She mentioned again the idea of the Township joining the Briar Lake community in this venture. Chm Brensinger stated that he had read some of the information Mrs. Gill had provided. He looked to Suv Hawkins and Artz for an answer on whether or not they had reviewed the material. Suv Hawkins said she had reviewed the majority of the information. She was a little confused. Suv Hawkins asked if a specified date has been determined for receiving the bids. Mrs. Gill answered, no. The advertisement has not been completed yet. When the advertising is done a specific date will be advertised. Their intention is to have the effective date as January 1<sup>st</sup>. The bids would go out November with the award in December.

Chm Brensinger asked if there is currently one hauler for the Briar Lake community. Mrs. Gill confirmed that is true. Suv Hawkins asked if the current contracted hauler is complying with the information this document is outlining. Mrs. Gill replied yes they are. Are they collecting newspapers curbside? Mrs. Gill replied yes they are. Chm Brensinger said he feels the Solicitor should review the document. Also the Township would not be ready to begin this by the new year. Mrs. Gill stated that if a longer timeframe is needed, she feels confident the Homeowners Assoc would be agreeable to a new timeframe. Suv Hawkins asked about the length of the contract. Gill said the RFP calls for annual renewal due to the fuel situation. Suv Hawkins mentioned that if the Twp cannot meet the new year of 2009, perhaps we could begin in 2010.

Mgr Grumbine asked if the individual homeowners are billed. Mrs. Gill stated the Association is billed and then the Association deals with the homeowners. Chm Brensinger asked about the differences per household. What if one household does not place the same amount of trash out to be collected as another household. Are they both required to pay the same amount? Mrs. Gill stated it is a part of the Association fees the property owners pay.

Some discussion took place about mandatory collection as opposed to a choice made by the property owners. Chm Brensinger told the public this is something that would take a while if decided. An Ordinance or Resolution would have to be adopted. At this point in time this information was given to the Board to look over and consider. Suv Hawkins mentioned again about the Solicitor looking over the information. Mgr Grumbine stated that she is hearing the Board say they plan to entertain a lot of discussion and perhaps some type of survey being conducted in a future newsletter. She would prefer delaying the request to have the Solicitor review the RFP until the Board is in agreement to go this direction. She is of the opinion we would not be ready by 2009. We could use the newsletter/website as an outreach for opinions from the residents.

**Trash/Recycling RFP (con't)**

Mgr Grumbine mentioned many issues the Twp would have to deal with when considering the mandating of all households, the billings we would have to complete or the possibility of incorporating into the millage for the taxes. Mrs. Gill told the Board if they are interested in the program, the Association would contribute voluntary manpower to explore this subject and complete research. Chm Brensinger agreed that a survey of the residents would have to be done. Mrs. Gill said she would advise the Briar Lake Community to proceed with this program. Their contract will be for one year. She would be willing to touch base with the Board again next year to see what their thoughts are at that time. Chm Brensinger thanked Mrs. Gill for her time and answers on this subject.

**APPROVAL OF MINUTES**

**MOTION** was made and seconded to approve the minutes from August 18, 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.

**TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine****A.) Trick or Treat Night – Chief Assoc Recommendation; October 30, from 6-8 pm**

Chf Easter has reported that the County Chief's Association is recommending Trick or Treat night for Thursday, October 30 from 6-8pm. The Board is being asked to approve this date/time for Trick or Treat night in North Lebanon Township. The information can then be posted on the website and the Twp's exterior sign closer to the time. Suv Artz confirmed this date would be County wide.

**MOTION** was made and seconded to approve Trick or Treat night for Thursday, October 30 6-8pm. Unanimously carried.

**B.) EIT Update; Resolution 15-2008 w Exhibits "A, B & C"**

Mgr Grumbine reported that Sol Wolf had attended a meeting between Howard Kelin-Legal Counsel for the EIT Executive Committee and the municipal/ school board solicitors to review the agreement to be signed between Keystone and the EIT Bureau and each municipality and school board. The agreement had been signed by the EIT Bureau on Thursday, August 28<sup>th</sup> at a special meeting. Following their execution of the agreement, each municipality and school district that intends to participate through the EIT Bureau/Keystone must also approve the agreement. In addition a Resolution must be adopted to set the fees that Keystone will be charging for delinquent tax collections.

Resolution 15-2008 is before the Board, along with Exhibits "A" which is the actual agreement; "B" which is Keystone's disclosure statements; and "C" which is the Communities and School Districts within Lebanon County Rules and Regulations for Earned Income. Suv Brensinger asked Mgr Grumbine if Sol Wolf has seen this Resolution. She confirmed not only has he seen it but other solicitors have seen it as well. Any municipality that is planning on using Keystone's services must have this Resolution, along with the exhibits, adopted by September 12<sup>th</sup>. The next Supervisors' meeting is scheduled for September 15 which is after the deadline. Sol Wolf is suggesting the Board adopt this Resolution this evening. Anyone who does not adopt the Resolution will be on their own for collections. Keystone will not deal with anyone on an individual basis. They must go through the Executive Committee as a partner. Mgr Grumbine pointed out that Keystone has already signed the agreement. All indications are that all 6 school districts will be adopting this Resolution along with the exhibits.

**Martin Barondick** asked for clarification of what the County Treasurer's office will be collecting. He was told the North Lebanon Twp Real Estate Tax, Streetlight Tax and the County taxes. Keystone will be collecting EIT and LST taxes. Keystone will be establishing a local office.

**EIT Update; Resolution 15-2008 (con't)**

**MOTION** was made and seconded to adopt Resolution No. 15-2008, along with Exhibits “A, B & C” regarding contracting with Keystone for collection services of Earned Income Tax, Local Service Tax and Per Capita Tax. Unanimously carried.

**Resolution No. 16-2008 – Fees for Delinquent Tax Collection**

A fee schedule, showing reasonable fees, for the collection of delinquent taxes is outlined in Resolution No. 16-2008. This information was not in place previously with Lebanon County EIT Bureau. The fees are Keystone’s standard fee schedule. All the participating municipalities will be adopting this fee schedule. Suv Hawkins expressed concern about some of the fees being rather steep. Chm Brensinger pointed out Keystone has experience with this issue. As a taxpayer, you will not want to be delinquent with payment.

**MOTION** was made and seconded to adopt Resolution No. 16-2008 outlining fees for delinquent tax collection with Keystone for EIT, LST and Per Capita. Unanimously carried.

**C.) Pertinent Issues**

1. **Request for No Burn Ordinance** – After last month’s meeting Mgr Grumbine contacted Code Enforcement Officer Donald Wengert, Chf Easter, and Bonnie Grumbine who is the GLRA rep and Recycling coordinator and the four fire departments to receive input from them on the subject. In conversation with Mgr Grumbine, Officer Wengert indicated that a ban on R1 and R2 districts, which are residential areas, should not be difficult to enforce. Bonnie has provided some information she compiled. The fact that North Lebanon Twp is the only mandated municipality that allows open burning was pointed out by Bonnie. The mandated municipalities that have no burn ordinances include South Lebanon, North Cornwall, North Londonderry, Lebanon City and Palmyra Borough. Chm Brensinger questioned if the ordinance is borough and/ or township wide. Mgr Grumbine said she understands that it is. She said she would check with the managers to make sure it is for the whole municipality. The question of the farming communities was raised. Chm Brensinger asked that she contact the managers and ask them to provide a copy of their no burn Ordinances to her at the next monthly Manager’s meeting.

2. **Lions Lake Project** – A MEMO from Sheila Wartluft outlines a project at Lions Lake for repairs. There is the necessity of drawing the water down 5 feet to make the repairs. The project is to begin October 1. This information will also be broadcast on WLBR to get the word out to the residents.

**COMMENTS FROM BOARD MEMBERS****A.) Line Striping - Ed Brensinger**

Roadmaster Brensinger told the Board members he solicited quotes for line striping in the Township. He received 4 different quotes with the lowest quote being Alpha Space Control @ .36 cents per foot of line striping and would equate to about \$9000. The quote information was provided to the Supervisors. Ed is recommending Alpha Space Control as we have used them for work in the Twp previously.

**MOTION** was made and seconded to contract with Alpha Space Control for line striping in the Twp at the cost of .36 cents per foot. Unanimously carried.

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

Respectfully Submitted,

Theresa L. George  
Recording Secretary