

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
OCTOBER 1, 2007**

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:

Dawn M. Hawkins Chairperson
Edward A. Brensinger Vice Chairperson
Kenneth C. Artz Treasurer
Cheri F. Grumbine Township Manager

Also in attendance was Kathy Hackleman from the Lebanon Daily, 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

There were no comments from the Public this evening.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the minutes from September 17, 2007. 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.) Resolution No. 22-2007; 23-2007; 24-2007 Pension Plan MMO

Mgr Grumbine has prepared Resolutions pertaining to the Pension Funds. Based on information obtained from the actuary, Conrad Siegel, information for the 2008 pension funds is being presented to the Board for approval. Resolution No. 22-2007 regarding the Non-Uniform, Resolution No. 23-2007 is regarding the Uniform and Resolution No. 24-2007 is about the requirement of a 5% contribution from the Police Officers.

MOTION was made and seconded to adopt Resolution 22-2007, 23-2007 and 24-2007 regarding Pension Plan Funds and a 5% contribution. Unanimously carried.

B.) Resolution No. 25-2007; R-O-W Improvement & Other Specifications

Resolution No. 25-2007 is to adopt the Twp Right-of-Way Improvements and other specifications. Included in this Resolution are any updates from the previous specs. The main update is the superpave vs. the old Marshall ID-2 material. The revised specifications include a “snow dump” area for cul-de-sac streets. References to the access management Ordinance (not yet adopted) and Traffic Signal specifications are also included in the updates. In order to be considered for any new plan submissions, Mgr Grumbine is asking the Board to adopt this Resolution.

Some discussion was held about some of the items contained within these specs. Suv Hawkins asked Ed about the “snow dump” area. Suv Brensinger stated this would apply only to newly proposed cul-de-sac areas. Typically the Twp will not accept Cul-de-sac Street. Cul-de-sac streets are something the Board of Supervisors will determine as each request is presented to them. Suv Brensinger explained that a “snow dump” area will not be permitted to have any obstacles or structures placed on them.

Resolution No. 25-2007; R-O-W Improvement & Other Specifications (con't)

It will be an area that is specifically for depositing the snow during a cleanup period.

MOTION was made and seconded to adopt Resolution 25-2007 regarding the R-O-W Improvements and other Specifications. Unanimously carried.

C.) Resolution No. 26-2007; P-Card through Pa Local Government Investment Trust

Resolution No. 26-2007 will allow the Twp to obtain credit cards for Board members and certain employees for use when traveling out of town for training. Currently Visa credit cards are being used from FNB of Fredericksburg. The new cards will be through PLGIT and tied to our EIN. The use of these cards will be used strictly for township purchases only as approved by the Twp Manager, Ass't Manager, Chief of Police or Board of Supervisors. Mgr Grumbine has been working on a draft policy to review with Sol Wolf and will hopefully be ready for adoption for the Oct 15th meeting. All credit cards will be maintained under the control of the Twp Manager, as is the current policy. Receipts will also be necessary for all purchases, as is the current policy.

Some discussion was held about whether there are advantages to changing the current cards. Mgr Grumbine stated there are no fees, member dues or any charges associated with the PLGIT cards. Mgr Grumbine is asking the Board to approve the following 3 items: 1. Application to participate in the PLGIT P-card Program, 2. Corporate MasterCard Program Member Account Agreement, 3. Resolution No. 26-2007 Authorizing the Issuing of Individual Procurement Cards.

MOTION was made by Suv Hawkins and seconded by Suv Brensinger to adopt Resolution 26-2007 to apply for participation in the P-card Program, signing the member account agreement and authorize issuing Individual Procurement Cards. Unanimously carried.

D.) Access Management Ordinance

At the August 20th meeting Dan Kueper had reviewed the draft of the Access Management Ordinance with the Board and the Public. He had presented a power point program to show some of the dangers that result from having too many access points onto a main roadway. Mr. Kueper is asking if the Board has any questions regarding the ordinance or if they think it is necessary to come to a subsequent meeting to have further discussions. Some conversation was had about the presentation that was offered at the previous meeting.

Twp Mgr Grumbine questioned the Board if they wanted her to contact Mr. Kueper about attending another Supervisor meeting. The Board seemed to feel the presentation they received already was sufficient. Mgr Grumbine asked if the Board wanted her to work on advertising and scheduling a Public Hearing. The Board agreed to this idea. Suv Brensinger asked about advertising and holding the Public Hearing. Are we able to make changes without going through the whole advertising process again? Mgr Grumbine said the Solicitor usually states the changes can be minimal. If the changes are significant the Ordinance should be re-advertised. The Board indicated their agreement to move forward with this project.

MOTION was made and seconded to authorize the Twp Manager scheduling and advertising a Public Hearing regarding the Ordinance for Access Management. Unanimously carried.

E.) Salt Agreement with West Lebanon Twp

For the past few years the Twp has entered into an agreement with West Lebanon Twp for the purchase of winter maintenance salt. A letter has been drafted to West Lebanon to again sell them the salt. The Board is being asked to approve the signing of this letter to West Leb Twp. Suv Hawkins and Suv Artz questioned Suv Brensinger if he has ever had any problems with this West Lebanon Twp agreement. He stated he has not had any problems at all.

Salt Agreement with West Lebanon Twp (con't)

MOTION was made and seconded to approve the signing of a letter to West Lebn Tap regarding the sale of winter salt. Unanimously carried.

F.) Resolution No. 21-2007; Code Enforcement Appeal Application and Fee

This Resolution is regarding the appeal application and fees for the International Property Maintenance Code Enforcement. The Appeals Board members were approved and appointed at the last meeting. This is the last step to get everything adopted that is required under the Code. Mgr Grumbine explained the application form is very similar to the form the City uses for its program. Suv Brensinger asked if the hearing must be advertised to the Public, as in the case of a Zoning Hearing Board meeting. Mgr Grumbine replied she is not sure about that.

Charles Allwein who resides on Martin Dr questioned the fee attached to the appeal. If the individual wins the appeal, does he or she, get the fee returned to them? Mgr Grumbine stated it would be up to the Solicitor to review. In the Zoning Hearing Board cases the fee is not returned.

MOTION was made and seconded to table this Resolution until the questions asked have been answered. Unanimously carried.

COMMENTS FROM BOARD MEMBERS**A.) Suv Artz – Leb Rails Business Park**

Suv Artz mentioned the last meeting when the Board was placed in the position of explaining some of the Twp actions regarding the Lebanon Rails Business Park. He questioned if anything has been accomplished, as it is now 2 weeks after the meeting? Also has there been any contact from any of the Board of Directors or Mr. Blankenship? Suv Brensinger explained that there has not been much progress. Some of the minor things have been started. The major issue for him is the drainage issues and the safety issues requested regarding the fencing on the wing walls off Windsor Drive. Some extra fencing was added to the walls to keep kids from climbing around the area. However Ed said the work that has been done on this fencing is not acceptable to him. It will not take much to correct or finish what needs to be done. At this point it still needs to be completed. The main concern would be the drainage issue for the property owner across the street. That issue has not been dealt with.

Suv Artz asked if contact should be made with Mr. Bowman, who had attended the last meeting and said he would be working to get these items accomplished. Suv Brensinger said one of the items they are waiting for is a permit from PADOT. The meeting ended last meeting that the determination would be made by Earl Meyer and Mgr Grumbine. Mgr Grumbine responded by saying she had met with Sol Wolf to go over any progress that might have been made. They contacted several other individuals, Karl Kerchner of the Conservation District for one. They plan to meet again on Thursday.

Suv Artz questioned Mgr Grumbine if she received any communications from the LVEDC at all. She replied, no. She explained the Wasterwater department was going to meet on Wednesday to review the some paperwork that LVEDC had just submitted to them. Suv Brensinger mentioned that Mgr Grumbine placed a call to Joe Burget at PADOT. Cheri said she had left a message and will be calling again tomorrow.

Martin Barondick voiced his opinion about LVEDC and the difficult position they placed the Board in at the last meeting. He continued onto say the only time Mr. Blankenship shows up at a meeting is to ask for exemption from paying money or taxes. Barondick said he does not think the Board and Cheri should be trying to make all these phone calls and contacts. This is LVEDC's project not the Twp's, in Barondick's opinion. If Blankenship is in such a hurry to get the SABVI in the Business Park why isn't he here knocking on the door, daily, until this is done? Barondick told the Board that is what he would be doing if this was his problem. Suv Hawkins said the Board's urgency on this project will match Blankenship's urgency. Suv Brensinger voiced his concern that the road situation be resolved.

Suv Artz – Leb Rails Business Park (con't)

The water that drains across Tunnel Hill Rd creates a dangerous situation in the winter when it freezes into ice. He would like to see it resolved before the winter season comes. Mgr Grumbine will keep the Board advised as to the different meetings that take place this week. The Planning Commission meeting is Monday October 8.

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

Respectfully Submitted,

Theresa L. George
Recording Secretary