

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
NOVEMBER 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 Kathy Hackleman, 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.) Paul Schwab – Hunters Chase Lane

Mr. Schwab discussed the placement of a traffic light at the intersection of Kimmerlings Road and 7th Street. He said he thought this issue had been discussed by the Board previously. Suv Brensinger stated the Twp is definitely in favor of a traffic light however the criteria do not meet the PADOT warrants. Schwab mentioned the property on the northeast corner of this intersection. During the summer months shrubbery had died that was planted along the roadside. The owner has recently replaced with some new shrubbery. He told the Board that when considering safety he feels the Twp should do something about the shrubbery. Suv Brensinger told Schwab that the Board could have the Police Dept take a look at this issue and address it if possible. PADOT is also to install thermal-plastic crossbar markings warning motorists as they are approaching the intersection.

Glen Kreiser asked if the Twp does not have a required sight distance triangle. He knows the City has a 75 foot triangle. Chm Artz said the Twp does have a requirement but he is not sure of the regulations. They will have to ask the Police Dept to check into this situation.

B.) Bob Yordy – Grace Avenue

Mr. Yordy said he had a question pertaining to leaf collection. He lives north of Glen Lebanon Fire Co and the Twp trucks always seem to stop at Glen Lebanon Drive. He would like to know if the Twp trucks are going to collect leaves past Glen Lebanon Drive. Suv Brensinger said he is not aware of why that would happen unless the truck is full by that time. He told Yordy if the area gets missed to phone the office and the ladies will let the crew know.

C.) Glen Kreiser – Shellie Street

Mr. Kreiser asked about the GLRA Waste Management Plan and how it will affect the Twp's burning Ordinance/restrictions. The Twp does have specific items that are permitted to be burned and the rest is recycled. Chm Artz said the report does not alter the Twp's existing burning regulations. However Suv Miller left the room at this point and returned with the Twp Ordinance Book. He informed Kreiser the book would be available after the meeting to review.

APPROVAL OF MINUTES

MOTION was made and seconded to approve the minutes from October 18, 2010 Board meeting, the October 18, 2010 and the October 26, 2010 Budget Workshop meetings. Motion was 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.) DCNR Grant Award; Lenni Lenape Park – Sheila Wartluft Ass't Mgr**

Sheila Wartluft updated the Board and the public regarding the DCNR Grant that had been pursued for the development of Lenni Lenape Park. Sheila shared a drawing of the proposed recreational area located in the east district of the Twp that has been named Lenni Lenape Park. She explained the Grant that the Twp has finally been awarded, after the applying 3 different times; to begin some limited development of the Park area. This will be Phase 1 of the development process and will include a paved driveway off Narrows Drive, a stoned parking area, and a pavilion with a restroom area, a playground and a paved walking path. The Twp is involved with the project by providing what is known as "in kind services". North Lebanon Twp will use their equipment and man hours to complete some of the proposed projects. Sheila discussed the meetings that had been held previously to discuss the planning for this park area. The majority opinion was to try to maintain it as a natural environment. She told the public there will be an all purpose ball field as well as a Frisbee golf area. Other than that the area will be walking paths, made of natural materials, winding throughout the forested area of the park.

There were some questions about the location of the Weavertown Road side of the area. Questions were asked if there was fencing proposed to define the properties that abut the park property. Sheila stated currently there is no fencing in place. However there is a tree line along a portion of the area being discussed. When asked about the financial information pertaining to the purchase of the land Sheila stated the purchase of the land is not included in the financial costs. The original amount to complete this project was \$474,415. The DCNR Grant amounts to \$181,500; a County Grant in the amount of \$25,000 was awarded to the Twp; the Twp's "in kind contribution" will be man hours totally \$64,448 and equipment hours in the amount of \$104,191. A cash match in the amount of \$99,264 will be the Twp's responsibility also. The majority of this amount will be provided by the Fees In Lieu of Fund which consists of required fees developers pay to the Twp when subdivision plans are submitted and approved. The "in kind contribution" from the Twp is arrived at by using the Twp's fee schedule resolution, adopted annually, and a designated formula set forth by DCNR.

B.) CLSD Regional Comprehensive Plan – Phase II Inter-Municipal Agreement

The CLSD Comprehensive Plan Task Force met on 10-07-10 to review the recommendation of the Steering Committee for a consultant. All 5 municipalities were present as well as the representative from the CLSD. The unanimous recommendation of the Task Force Committee is to appoint Gannett Fleming as the consultant to prepare the CLSD Regional Comp Plan. The Task Force appointed Robin Getz (N Cornwall Twp Mgr) as the point of contact to work directly with Gannet Flemming. This will provide consistency and a chain of command so Gannet Fleming does not receive multiple or conflicting requests. In addition, the Task Force appointed Mgr Grumbine as Treasurer and grant writer during the project. Mgr Grumbine had prepared the original grant application through the County Comprehensive Plan Implementation Funding Program. Bob Sentz, of LCPD, has assured Mgr Grumbine that the Step II application can be submitted in November/December in order to afford sufficient time for each municipality to review and approve Gannet Fleming as the consultant and sign the Inter-municipal Phase II Agreement.

The Board has been provided with the revised Inter-municipal Phase II Agreement, which outlines the function of the CLSD Regional Comprehensive Task Force Committee, confirms the recommendation of the Task Force to appoint Gannet Fleming as the consultant, requests each municipality re-affirm their members by Resolution and establishes costs based on municipal per capita. The bid amount from Gannet Fleming for this project is \$75,000. Our anticipated grant through Lebanon County Implementation Funding Program is \$37,500. North Lebanon's cost base for the Plan is \$12,500 (34%). Each municipality is required to submit their portion of the cost to North Lebanon Twp no later than March 15, 2010. Mgr Grumbine will place funds into a separate account in order to clearly keep the money separated from our General Fund money.

CLSD Regional Comprehensive Plan – Phase II Inter-Municipal Agreement (con't)

Discussion on some of the requirements outlined in the agreement was held. A question about any of the participating municipalities trying to back out before the completion of the comp plan was asked. Mgr Grumbine stated it is addressed in the agreement. Due to the amount of work involved to redact data collected and include with the plan as we proceed the withdrawing municipality would be required to pay their share as outlined in the Phase II agreement.

Suv Miller questioned if the Board is being asked for any type of action on this information. Mgr Grumbine replied the Supervisors should take action on the Inter-municipal Agreement which outlines the function of the Task Force and confirm their appointment of members to the Task Force Committee.

When asked Mgr Grumbine told the Board there is 3 appointees, Charlie Allwein from the Planning Commission, Dawn Hawkins, former Supervisor, and Mgr Grumbine, all of whom were the original appointees. Suv Miller asked if Mrs. Hawkins has expressed an interest in remaining on the Task Force. Mgr Grumbine replied that she has stated she would like to remain on this committee.

Earl Roberts questioned if the future meetings will be open to the public. Mgr Grumbine replied that to the best of her knowledge all future meetings will be open to the public for attendance. One of the requirements for the consultant chosen was for them to create a website that anyone can visit to follow what is being proposed at anytime. Suv Miller questioned the Twp's website and who maintains it. His concern is that a link from the Twp website be available to take the people directly to the information website Mgr Grumbine mentioned. When someone mentioned the Steering Committee, Mgr Grumbine stated the "Steering Committee" is no longer needed. Their function had been to recommend a consultant (Gannet Fleming was recommended) and that goal has now been completed. Everything now is being done by the Task Force. The December 8th meeting (6:30pm) will be at South Lebanon Twp in order to gather the group together, collect the information from all the various Boards and to get a "game plan" together to move forward with this project. Mgr Grumbine stated this group has been meeting on this subject since August of 2008.

MOTION was made and seconded to approve the Regional Comprehensive Plan Inter-Municipal Agreement Phase II and appointing resident former Supervisor Dawn M. Hawkins, Charlie Allwein NLT Planning commission member and Mgr Grumbine Twp staff as representatives on the Committee. Motion unanimously carried.

C.) GLRA Waste Management Plan

During the 10-18-10 meeting the Board had received a copy of the GLRA Waste Management Plan to review. The Supervisors are now being asked to approve the Lebanon County Municipal Waste Management Plan (Non-substantial Revision) 2010-2020. Upon approval from the Board, Mgr Grumbine will forward a letter to the GLRA.

MOTION was made and seconded to approve the GLRA-Lebanon County Municipal Waste Management Plan 2010-2020. Motion was unanimous carried.

D.) 21st Century Appraisals Start Data Collection in North Lebanon Twp

Lebanon County commissioners have contracted 21st Century Appraisals to complete the county-wide re-assessment. Notification was received from 21st Century Appraisals that work has begun on collection of data for properties located in NL Twp as of Wednesday, October 27. A letter was received informing us the data collectors will visit all parcels in the township, measure, photograph and gather information on all structures. All data collectors will have identification badges. At no time will data collectors ask to enter any residences. Homeowners are asked to contact the NLT Police Department or the Re-assessment Office (228-4423) if anyone attempts to enter a residence or does not have the proper ID. A list of all data collectors and vehicle information was provided to the Twp office and was forwarded to the NLT Police Department.

21st Century Appraisals Start Data Collection in North Lebanon Twp (con't)

Mgr Grumbine obtained some follow up information from the Re-assessment office regarding the data collection. The County Assessment office is performing the data collection on Agricultural properties (anything over 10 acres) as well as exempt properties. The Commercial data will be collected at a later date. In speaking with the Re-assessment office, it was stressed that if anyone at any time has any questions they are encouraged to contact their office (228-4423).

21st Century Appraisals was in attendance at the Lebanon county Assoc of Officials Convention to provide an update to the Supervisors regarding the re-assessment. The data collectors will be knocking on doors before they proceed to perform their tasks. A packet will be provided to the property owners containing an informational pamphlet on Re-assessment and a copy of the data card (blue paper) for their property from the Assessment Office.

Earl Roberts mentioned his property had already been visited. He questioned how it was decided to start with the Ag properties. Mgr Grumbine said it is the Lebanon County Assessment office that is collecting data on the Ag properties. If he has questions pertaining to the Ag properties he could phone the Lebanon County Assessment office. Re-assessment of residential properties is being completed by 21st Century Appraisals. How it was determined to split it up and why would have to be asked of the Lebanon County Commissioners.

E.) Park & Rec Meeting and Municipal Authority Meeting Rescheduled

The Park & Rec meeting will be held Wednesday November 3rd at 7pm due to November 2nd being Election Day. Also the Municipal Authority meeting normally held the second Thursday of each month is scheduled for November 18 as November 11th is Veterans Day.

F.) EIT Over/Under

The Board had been provided with information about the EIT over/under issue. Sol Wolf will be in attendance at the November 15th Board of Supervisors' meeting. The Board will be asked to take action on this issue.

G.) Unused or Expired Medicine Disposal – 10AM to 2 PM

On Saturday, November 5th there will be a drop off conducted for any unused or expired medicines at the Lebanon Courthouse. On any prescriptions the public is instructed to black out personal information but to make sure the RX number is readable as identification is required.

H.) Liquid Fuels Report

Mgr Grumbine told the Board the Twp has received the official Auditor General's report on the Liquid Fuels Fund for 2008. There were no findings reported. Mgr Grumbine provided each Board member with a copy of the official report.

COMMENTS FROM BOARD MEMBERS**A.) Supervisor Ed Brensinger**

Suv Brensinger stated on behalf of the Board he would like to commend Sheila Wartluft for her determination with the DCNR Grant applications. It seems third time being the charm applied in this situation. Her diligence paid off for the Twp.

The Board reminded everyone to exercise their right to vote tomorrow on Election Day.

BUDGET WORKSHOP – the Board will go into a Budget Workshop to review requests/issues for the 2011 budget. The public is welcome to stay for the Workshop; however, no comments will be taken until the Workshop is finished. It is anticipated the Preliminary Budget presentation will be held on November 15, 2010 with Final Budget for 2011 being considered for adoption at the December 20 Board meeting.

After a 15 minute break the Budget Workshop will be held and separate minutes are available that cover this session.

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

Respectfully Submitted,

Theresa L. George
Recording Secretary