

**MINUTES  
NORTH LEBANON TOWNSHIP  
BOARD OF SUPERVISORS  
OCTOBER 17, 2011**

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:

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| Kenneth C. Artz      | Chairman           |
| Richard E. Miller    | Vice – Chairman    |
| Edward A. Brensinger | Treasurer          |
| Cheri F. Grumbine    | Township Manager   |
| Harold L. Easter     | Chief of Police    |
| Tom Harlan           | Henry & Beaver LLP |

Also in attendance were Kathy Hackleman 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.) J. Marie Martin Subdivision Plan (lot addition); Resolution No. 16-2011 Planning Module  
Brent McFeaters of Matthew & Hockley Assoc**

Brent McFeaters explained this subdivision is located along the east side of Heilmandale Road (North Lebanon Twp) and south end of Moritz Drive (Swatara Township). The plan illustrates a one-lot subdivision for transfer purposes only. Proposed Lot #1 is to contain 18.3992 acres in area and is to retain all existing structures. Access for Lot #1 is to be provided by a driveway to Moritz Drive. An access easement agreement is to be finalized between Martin and the GLRA prior to recording. The residue lands are to retain 49.0263 net acres in area of industrially zoned lands that are not proposed for development at this time.

Mgr Grumbine stated that LCPD is recommending approval of the plan and planning module. North Lebanon Twp Planning Commission recommended approval of both documents at their October 10<sup>th</sup> meeting. As this plan is located in both North Lebanon and Swatara Townships, Swatara Township had given their approval at their October 13<sup>th</sup> meeting. The Board reviewed the plan and indicated they were ready to take action.

**MOTION** was made and seconded to adopt Resolution 16-2011, the planning module for the plan, and the subdivision plan for J. Marie Martin. Motion unanimously carried.

**B.)Wagner Subdivision Plan (lot addition); Planning Module Waiver & Non-Building Declaration; Steckbeck Engineering & Surveying**

Jason Chernich of Steckbeck Engineering explained this subdivision is located along the west side of Mt. Zion Road, south of Kimmerlings Road and illustrates the proposed conveyance of a lot addition (A) containing 2.1 acres in area from David/Tina Wagner to adjacent lands of Robert/Pamela Wagner. County Planning has provided a letter recommending approval and our Planning Commission members recommended approval at the October 10<sup>th</sup> meeting.

**Wagner Subdivision Plan (con't)**

A Planning Module Waiver form is being processed in conjunction with this lot addition plan. Gordon Sheetz, SEO has signed off on the Planning Module Waiver and our Municipal Authority has also approved the waiver. During the October 10<sup>th</sup> meeting, our Planning Commission approved the Planning Module Waiver and the Lot Addition Plan. The Board reviewed the plan and indicated they were ready to take action.

**MOTION** was made and seconded to approve the planning module waiver and the Wagner subdivision plan. Motion was unanimously carried.

**C.) Homestead Acres Phase 4 Revisions (Measurements & Bearings ONLY)**

This set of plans is for Homestead Phase 4 proposing revised subdivision located along the west side of Grace Avenue, south of Twigg Avenue. The plan illustrates a revision to measurements and bearings for Phase 4 of the Homestead Acres residential development.

LCPD is recommending approval of the Revised Plan for Homestead Acres Phase 4. NL Twp Planning Commission also recommended approval during their October 10<sup>th</sup> meeting. Suv Miller asked how the Board is to identify what corrections are being made. Mgr Grumbine replied that County Planning was reviewing the corrections, as it was measurements and bearings being corrected. Suv Miller expressed concern about giving approval on something when he does not have the original information to compare to the proposed revised information. Mgr Grumbine explained the changes that were made were engineering changes.

The Supervisors discussed reluctance to approve the corrections when they feel they were only provided with half the information. Suv Miller repeated he is uncomfortable with granting approval without an idea of what the changes are. Suv Brensinger suggested this issue be tabled until all the information can be provided. Mgr Grumbine agreed to contact Lebanon County Planning to get information on what exactly was revised.

**MOTION** was made and seconded to table action on the Homestead Acres Phase 4 until all information has been provided to the Board. Motion unanimously carried.

**D.) Mark Henise; Charles Blankenship – LVEDC, TIS Concerns for 25<sup>th</sup> St & Hanford Drive**

As part of the developing of the Lebanon Rails Business Park, Lebanon Valley Economic Development Corp is responsible for continual Traffic Impact Studies being done and the reports being provided to the County as well as the municipalities that are impacted by current and future traffic resulting from the Business Park. This study began when Valspar was constructed and will continue in phases as the park is being developed. Mr. Blankenship, of the LVEDC, and Mark Henise, of the ELA Group, are involved in conducting the study and are here to discuss some of the findings of the traffic study. Mr. Blankenship said it has taken 2 ½ years to get PADOT approval for the proposed improvements. LVEDC must now get approval from all the municipalities.

Various meetings with PADOT and County representatives have been held to discuss several intersections that will be affected by the anticipated development of the Business Park. The 2 areas that are located within North Lebanon are: 1.) 25<sup>th</sup> Street at the tunnel behind the Mall and 2.) The signalized intersection at 22<sup>nd</sup> St, /Tunnel Hill Rd/ Rte 72/ and Hill Street.

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**TIS Concerns for 25<sup>th</sup> St & Hanford Drive (con't)**

The study shows at some point in time a signal will be needed at the intersection of Cumberland Street and 25<sup>th</sup> Street. The traffic will need to meet specific traffic warrants designed by PADOT. Signal warrant studies must be completed periodically until the studies warrant a traffic signal. ELA Group will be performing a signal warrant study following the completion of each lot that is developed within the Business Park.

According to PADOT's criteria the intersection at 25<sup>th</sup> St and Hanford Dr does warrant additional improvements. The traffic signal located at the tunnel allows for flow of traffic off Hanford Dr. Suv Brensinger questioned what allowances were made for traffic exiting the Business Park using Windsor Drive. The large truck traffic is not permitted to use Windsor Drive; however there is the regular car/small truck traffic. Henise explained to Suv Brensinger the formula used to gauge the traffic using Windsor Drive. Suv Artz stated he feels the signal at the tunnel on 25<sup>th</sup> Street was a blessing. He feels it is working very well.

The intersection at Old Ebenezer Rd and Ebenezer Rd is very similar to the situation at Hanford Dr and 25<sup>th</sup> St. The numbers reflect a 10 minute delay, due to the traffic signal already in place at the Pansy Hill intersection. However an additional study had been performed. A lot of discussion was held on the Pansy Hill intersection (Tunnel Hill Rd/Rte 72/ 22<sup>nd</sup> St). Mr. Henise stated there are signal timing improvements suggested for this intersection. A level "F" of service is what the study indicates.

Mgr Grumbine asked for clarification about the improvements being proposed for the Pansy Hill intersection. Does she understand that it is a timing improvement being suggested in regards to this intersection after consideration of the rest of the Business Park being developed? Mr. Henise agreed that is what is being offered. She then asked if County Planning was in agreement with this suggestion. Mgr Grumbine suggested the Board review the agreement and then discuss the future planning of this intersection with County Planning and get their opinion on this agreement. She explained to Mr. Henise the Twp's biggest concern is the Pansy Hill intersection as currently, it does not seem to be working effectively. What it is that is not working is not real clear but something is out of sync with this intersection. There are definite stacking problems occurring. The Board discussed some of their personal observations involving this intersection

**Bruce Sattazahn – Maple St**

Mr. Sattazahn asked the Board members why they are not surprised that the only suggestion being offered for the Pansy Hill intersection is a signal timing adjustment. He has witnessed the volume of semi-trucks using the intersection, heading north on 22<sup>nd</sup> St in particular, and the problems which are created as a result. The semis have a difficult time navigating the curve on 22<sup>nd</sup> St without crossing over into the other lane of travel. Trucks are supposed to be able to navigate turns without entering the opposing travel lane. When you think of adding more truck traffic into the mix it will become even worse. Sattazahn again asked the Supervisors if this does not surprise them. Suv Brensinger agreed there does seem to be more needed than a timing adjustment and yes he is aware of the difficulties trucks encounter while traveling 22<sup>nd</sup> St. He said every member of the Board, as well as Mgr Grumbine, all have a variety of concerns regarding the Pansy Hill intersection. Suv Miller asked if there would be periodic studies completed to gauge the effectiveness of any improvements done at the Pansy Hill intersection. Henise stated this intersection is not proposed for any further study once the municipality signs off on the agreement.

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**TIS Concerns for 25<sup>th</sup> St & Hanford Drive (con't)**

Charles Blankenship told the Board LVEDC is asking for signatures on the letter to take back to PADOT which indicates the Township is satisfied with the improvements discussed tonight. Suv Miller referred to Mgr Grumbine for comments regarding any red flags she might see within this letter. Mgr Grumbine stated she totally misunderstood what was being asked for this evening. It was her opinion that they would only be discussing 25<sup>th</sup> St and Hanford Drive. Had she known the other intersections would be discussed she would have asked County Planning for their comments on all the intersections. Henise told the Board originally the 25<sup>th</sup> Street intersection was on the agenda. In the meantime conversations regarding Pansy Hill had occurred with Lebanon County and PADOT. It was decided to add the Pansy Hill intersection after the meetings with the County and PADOT.

**MOTION** was made and seconded to authorize signature on the letter to PADOT for the intersection improvements located within North Lebanon Twp discussed this evening contingent on Lebanon County Planning Dept indicating their agreement to all intersection improvements proposed. Motion was unanimously carried.

**E.) Ed Fitting; Tabb/Cathy Bickell – 810/812 Kochenderfer Road; Stormwater**

Mr. Fitting told the Board a water runoff problem has existed for him ever since the top coat of paving was applied to Kochenderfer Rd. He questions the design used to complete the paving. The manhole covers were not adjusted to fit the height of the road, according to Fitting. Mr. Fitting expressed his frustration with the paving project and the problems it has created for him. The Fitting property is not the only one experiencing a problem. Some of the neighboring properties are also affected. Suv Brensinger suggested he meet with Mr. Fitting to look at the area and see if they can come up with an option to rectify the problem. Suv Brensinger mentioned a few options he could think of to resolve this situation. Mr. Fitting indicated he would be open to meeting with Suv Brensinger to discuss a possible solution. Suv Brensinger stated he would make contact with Mr. Fitting this week to schedule a meeting.

**F.) Frank Sahonic – Old Cumberland Street**

Mr. Sahonic told the Board he is not able to live in his house at this point in time due to all the flooding. He wanted to know if there was any information that could be shared with him pertaining to the status of an appraisal on his property. He and his wife are currently living with their daughter as a temporary measure. Sahonic told the Board that it is time to make other arrangements as it is difficult all living in one house. Mr. Sahonic expressed his frustration at not being able to live in his home and being forced to wait for information from FEMA on what the next step will be in the process.

Mgr Grumbine mentioned several meetings FEMA has scheduled to update municipalities on what their role will be when trying to assist their residents. Julie Cheyney, of Lebanon County Planning Dept, is assisting Mgr Grumbine to keep current with FEMA. Late last week Mgr Grumbine had provided the Sahonics with information about a possible temporary FEMA modular placement. The Earharts, Sahonics' neighbor, have already received a modular placement and are currently waiting for the utilities to be connected. Mrs. Sahonic expressed her dissatisfaction with the whole situation that they are dealing with.

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**Frank Sahonic – Water Issues (con’t)**

Mr. Sahonic asked questions about the possibility of a property buyout. Who will be buying the property? The Twp or the state? Mgr Grumbine replied she is not sure and hopes to get some answers while attending the various scheduled meetings with FEMA in the next 2 weeks. Mrs. Sahonic questioned when all of this will happen. Mgr Grumbine responded she cannot answer that at this time. Obviously the situations are being reviewed on a “worst case first scenario” scale. The Sahonics did have a lot of water but there are some families who had water throughout several levels in their homes. These situations would be the “worst case first scenario”. Another consideration is all the weather crisis situations that have happened within the last several months. Once the funds are depleted, there probably will be no more monies offered.

Sahonic mentioned the Board meetings he has attended prior to the flood. There was talk about buying the Sahonic property then already. Who was offering to buy his home then? Sahonic asked. Mgr Grumbine replied it was discussed during a meeting with South Lebanon Twp. Mr. Sahonic mentioned all the history with their water problems. Mrs. Sahonic vented her frustration about the dilemma she and her husband are in. Mgr Grumbine said she would do everything she can to get answers on Friday when the FEMA meeting is scheduled. Mgr Grumbine asked Ms Earhart if she had the name and phone number of the man she had dealt with from FEMA. Mgr Grumbine said she would like to get in touch with him to try to get some answers. Ms. Earhart told her they would all be appreciative if she could get some answers for all of them. She also told Mgr Grumbine that she would let her know the name and number as she apparently has it at home and not with her tonight.

**G.) Bill Wunderlich – E Maple St/ 8<sup>th</sup> Ave; Storm drain @ Pumping Station**

Mr. Wunderlich spoke to the Supervisors about the area located off E Maple St, on N 8<sup>th</sup> Ave near the pumping station. There is a storm drain there that is not capturing the storm water runoff as it was intended to do. There is a tremendous runoff area near the pumping station. Mgr Grumbine verified that Wunderlich had met with the County Engineer this past Thursday. Wunderlich indicated he did meet with the Engineer and had been told the engineer would make contact with the Twp. Wunderlich had been told there are too many inlets to this area and not enough outlets. The additional water flow created by Briar Lake has overwhelmed the area. The Engineer suggests a larger pipe be placed under the streets. Mgr Grumbine told Wunderlich that the Twp has not met with the County Engineer about this issue as of yet but confirmed she did receive an email from Rick Bolt, County Engineer.

Suv Brensinger questioned the water flow from E Maple St. Wunderlich agreed saying he gets water from both directions. Glen Kreiser spoke to Wunderlich telling him about the period of time when the pipes were placed in E Maple St by PADOT. A conversation followed about the pipes in place, the storm water pond for Briar Lake and the outlets in the area. Suv Brensinger said he agrees there is a problem but he would not try to offer any solutions without speaking to Rick Bolt, County Engineer, first.

**APPROVAL OF MINUTES**

**MOTION** was made and seconded to approve minutes from the September 19, 2011 Supervisors’ meeting and Budget workshop meetings of Oct 6 and Oct 13. Motion unanimously was carried.

**APPROVAL PAYROLL and PAYMENT OF INVOICES**

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

**CHIEF OF POLICE REPORT – Chief Harold Easter****A.) Calls for Service – Month of September**

Chf Easter reported on the activities for the month of September. There were a total of 571 Police-Citizen contacts in the month of September.

**B.) Toys for Tots Delivery**

Chf Easter reported that the donation of bikes discussed at last month's meeting to the Marine Corps Toys for Tots Program have been delivered and were very much appreciated. He thanked Suv Brensinger for the highway crew's assistance.

**C.) Traffic Problems at Sycamore Lane**

Traffic issues at Sycamore Ln and Parkway Dr had been discussed at a previous meeting. Chf Easter reported he had scheduled several details for the area and quite a few citations have been issued. It is his hope the motorists in this area have gotten the message and will adjust their driving habits.

**TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine****A.) CLSD Regional Comp Plan Update**

The Committee met on October 6<sup>th</sup> with most of the discussion centered on Public Service Comparisons and Opportunities. The group's main focus was to look at the various services provided and identify opportunities for cost sharing or cost reduction among the municipalities. The Board had received a copy of this draft document and will be provided with the final copy once all the municipalities comments' are noted.

**B.) Award of Bid – HVAC**

As approved by the Board, a second advertisement was placed for HVAC bids and Bid Opening was held on Monday, Oct 10th. There were 3 bidders

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| MidState Mechanical/Electrical (Dillsburg, PA) | \$21,125 |
| G. F. Bowman (Cleona)                          | \$22,473 |
| Spotts Brothers (Schuylkill Haven)             | \$28,675 |

Dave Strohm-Building Maintenance/Park & Rec Foreman reviewed the bidding documents and noted that no exceptions were taken to the bid specifications. MidState Mechanical/Electrical was the lowest bidder. We have no history of working with this contractor.

**MOTION** was made and seconded to award this HVAC project (air conditioning in crime lab and heating in the garage areas, Twp and Police, to MidState Mechanical/Electrical. Motion was unanimously carried.

**D.) Dyna Tech Maintenance Agreement - Generator**

As discussed at the October 6<sup>th</sup> Budget Workshop, we recently have experienced problems with the back-up generator used for the municipal building.

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**Maintenance Agreement – Generator (con't)**

Changes have been made to the generator and our Mechanic is recommending that the Board approve an annual preventative maintenance agreement with Dyna-Tech. He received a proposal from Cleveland Brothers for the same service but it had come in higher. The Board is being asked to approve the Preventative Maintenance Agreement with Dyna-Tech in the amount of \$308. Mgr Grumbine explained some of the difficulties the staff has been having while the testing of the generator is being completed.

**MOTION** was made and seconded to approve a maintenance contract with Dyna Tech with for the Twp's back-up generator. Motion was unanimously carried.

**E.) Code Enforcement – Bounce- Around Family**

On Friday, April 29<sup>th</sup> Chris Miller received a call regarding a carnival being set-up at the Lebanon Valley Mall parking lot near the old Ames store. The concern was regarding possible fire and electrical code violations (and parked in fire lane). Chris Miller had contacted Lt. Wengert to assist him. Following the incident the Township received an invoice from Chris Miller for his time and was told to bill the Lebanon Valley Mall. Upon receiving the bill, a Mall representative contacted Chris Miller directly and questioned why they were being billed, as this was not their event. Chris Miller then sent a letter (7/14/11) to the Township requesting that the bill be sent to Bounce Around Family Inflatables and he had provided the owner's name and address. A bill was subsequently mailed by the Township August 2. However, since that time, we have been contacted regarding the bill questioning why Bounce Around Inflatables was billed for two inspectors when there were no violations present when the Code Inspectors showed up.

In speaking with Chris Miller he has confirmed that there were no violations present when he arrived, therefore Mgr Grumbine does not believe the township should bill for this incident. Unfortunately, the only reason the bill was issued was because the inspector(s) instructed us to bill Bounce Around. Unfortunately, the office staff is not aware of the circumstances surrounding the inspection. It was only because of the complaints from the Lebanon Valley Mall and then Bounce Around Family Inflatables that the information became known. Mgr Grumbine is asking the Board to take action to void the bill to Bounce Around Family Inflatables and expense High Safety's bill to the township.

Suv Miller asked if Off Wengert was informed of this situation. Mgr Grumbine stated she spoke to Chris Miller as he was the one who directed the Twp process the invoice to Bounce Around.

**MOTION** was made and seconded to approve voiding this invoice for Bounce Around and have the Twp absorb the expenses for Chris Miller's services. Motion was unanimously carried.

Mgr Grumbine informed the Supervisors a similar situation was brought to her attention this past Friday. Chris Miller had been dispatched to complete an inspection at 701 Weavertown Road and found there were no violations. Chris has provided Mgr Grumbine with written findings for this incident. Chm Artz stated the Twp is faced with a phone call, an inspection completed and no violation being present. Then there is an expense to be paid by the Twp. Mgr Grumbine agreed yes that is the situation we are faced with. Chm Artz said it sounds like it might be time to establish a protocol so these expenses to do not keep occurring.

Suv Miller asked how we are supposed to respond to a complaint which is so questionable. Mgr Grumbine said the information is not made available to the Twp office, as it is the Police Dept handling the complaints. She does not know how Chris Miller gets involved, whether Off Wengert calls him or who it is that contacts him. The Board suggested the possibility of Off Wengert screening these calls as one solution. Discussion followed regarding receiving the phone calls and how to handle the complaints without getting an invoice for services.

**Earl Roberts – W Kercher Ave**

Mr. Roberts offered his opinion that a Police Officer, who is on duty and receiving compensation for being on duty, could be dispatched to assess the situation and then, if needed, call for the inspector giving the inspector a summary of the situation.

Suv Brensinger said he is in favor of issuing a MEMO to Chris Miller and High Assoc that the Twp will not be responsible for these invoices until the Twp establishes a protocol for these types of situations. He understands these complaints need to be investigated but there are people on staff, who are being paid a wage, who can respond and access the situations. The need to call a sub-contractor is unnecessary. Suv Miller said he is in agreement that the protocol is needed.

**MOTION** was made and seconded to review the circumstances of this complaint with the Police Dept before payment of this second invoice is made. Also a Memo should be issued to Chris Miller and High Safety Assoc regarding any future invoices for similar situations will be rejected by the Twp until a specific protocol is established. Motion was unanimously carried.

**F.) Request from Briar Lake Homeowners Association – Fall Cleanup Day**

Mgr Grumbine recently spoke with Serena from the Pa Management Team representing the Briar Lake Association. Briar Lake is asking to be included with the spring/fall clean-up and leaf collection. In their letter of October 12, they are granting the Twp permission to come into the community without any liability issues. She is recommending that the Board authorize the collection of these items within the Briar Lake community during our regular collection days.

Chm Artz asked Suv Brensinger his opinion on this request. Suv Brensinger stated that up until this time we have not entered the community to do collections as it is privately owned. However Suv Brensinger agrees these communities should receive the same services as the rest of our residents. This letter releases the Twp from any liability issues. Mgr Grumbine had reviewed with Sol Wolf and he felt comfortable having the letter submitted waiving liability. Suv Miller stated he would like to see a real person's name and signature on the letter as the current signature is not legible. He requested that Mgr Grumbine secure a name/signature on the letter.

The question was asked if pickup in the trailer parks is offered. Suv Brensinger said he knows we have gone into Northcrest to do pickups. He also knows requests have been received from other trailer parks. Suv Brensinger said the streets in the trailer parks are smaller than the ones in the Briar Lake community however because this is a mandated municipality, he would be inclined to state the collections should be done. The streets in the mobile home parks are not the easiest to navigate with large equipment.



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**Request from Briar Lake Homeowners Association (con't)**

**MOTION** was made and seconded to accept the letter of request from the Briar Lake Home Owners Assoc in regards to Twp equipment doing fall/spring cleanup and leaf collections pending a signature on this letter from Mr. Fairbrother, the Briar Lake Assoc president. Motion was unanimously carried.

**G.) Out-of-County Claims Made to EIT**

As most people have read in the LDN from other municipal meetings, claims made by out-of-county collectors have been validated and the issue now is payment by all the municipalities and school districts in Lebanon County to satisfy these claims. All claims go through a lengthy review process for validation before being approved for payment. It is a long tedious process and Keystone Collections has allowed one of their employees to work on these claims for probably the past two years, as they must utilize both the old computer system and the new Keystone computer system. This issue is one that Nancy Moran-Interim Executive Director, always stressed is a moving target. Claims are constantly being filed by out-of-county collectors to Lebanon County and likewise, we make claims to out-of-county collectors for Lebanon County residents who worked outside of the county to receive their EIT money for distribution to Lebanon County municipalities and school districts.

In September 2010, we all received a special distribution from claims filed by us and received from out-of-county collectors. Again, to reiterate what Nancy Moran always said at our meetings, this is a constantly moving target; an on-going process. Never has she claimed that ALL claims for a specific year have been paid. She has said that all claims filed to date have been paid, which is a big difference. While Act 32 changed the EIT collection system and takes effect January 1, 2012, it is Mgr Grumbine's understanding that the 7-year statute of limitations applies, so this process will be on-going for quite some time.

Howard Kelin, Solicitor for the EIT Bureau and new Tax Collection Committee (Act 32), has worked with Tom Baum, the Consultant hired by the Executive Board. They have prepared a "Proposed Protocol to Pay Validated Out-of-County Claims for the Tax Years Prior to 2008". Because Keystone Collections took over from 2008 forward, those claims are being handled directly by Keystone Collections.

The Board will be asked to act on the Protocol. According to the September 5, chart, North Lebanon Township owes \$39,651.73. There will be a meeting tomorrow, October 18<sup>th</sup> at 3:00 PM in the City Council Chambers that we have been invited to attend. They will review the proposed protocol with a question and answer period. Mgr Grumbine stated she and Suv Miller will be attending this meeting as appointed representatives for North Lebanon Twp. Tom Harlan mentioned he would be in attendance and expects this to be an informative meeting.

**Pertinent Issues**

- 1.) Visit by Mike Roth – Tenaska - On September 19<sup>th</sup>, Mike Roth from Tenaska visited the Twp office briefly. Mr. Roth really had nothing new to report other than they will be performing a study for the Susquehanna River Basin Commission, which may take as long as 18 months to complete.

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2.) EIT Collection Meeting; Expectations, Challenges & Process Improvements – Oct 19<sup>th</sup>

The EIT/TCC Boards recognize that many in our community remain confused and/or frustrated by what has occurred in recent years related to earned income tax collection. They are providing a forum for all local elected and appointed officials from each municipality and school district. The presentation will provide some insight into the many challenges associated with earned income tax collection and the steps that they are taking to ensure accountability and maximize our results for accuracy, cash flow and net revenue for Lebanon County's municipalities and school districts. This will be an opportunity to learn, ask questions and offer input about the policies and procedures. There is a tremendous responsibility to the taxpayers of our community. Good communication and cooperation is necessary to maximize the efforts. Mgr Grumbine encouraged all three board members to attend this presentation which is scheduled for 6pm at the Cedar Crest Middle School Auditorium.

3.) Higgins Schedule for Installing Pre-emption device and FWD

Mgr Grumbine had received an email from John Schick (Rettew) stating that Higgins will be starting the installation of the pre-emption device at Rte 422/15<sup>th</sup> Avenue. The digging/pouring foundation for the flashing equipment (Rte 343) is to start Wed/Thursday. They are hopeful to have all work completed, so that the installations can be inspected by PaDOT next week.

4.) Public Assistance Briefing – Oct 19<sup>th</sup>

FEMA is holding several meetings throughout the next week to share information on procedures for filing with FEMA for assistance. Representatives from the NL Twp staff will be in attendance at all of these meetings in order to know how to best help our residents progress through what is required.

**SOLICITOR'S REPORT – Tom Harlan, Henry & Beaver LLP**

**A.) Rockwood Sewer Project Update**

Swatara has indicated they are not yet ready to approve the Intermunicipal agreement, according to Tom Harlan. The NLT Authority is still awaiting the State's response concerning grant/loan applications. Mgr Grumbine added that there are deadlines involved with funds already awarded to this project.

**B.) Joint Meeting with Supervisors - November**

Tom Harlan reported that after Sol Wolf reviewed his schedule regarding a possible date of either Oct 27<sup>th</sup> or Nov 7<sup>th</sup>, Sol Wolf has stated either date will work for his schedule. Sheila Wartluft stated the Authority had wanted to meet before the next scheduled Authority meeting. Suv Miller said he has a conflict with both of those dates. He asked that this be discussed at a later time.

**C.) Ordinance to be Advertised for Nov 21<sup>st</sup> Public Hearing**

1. ARD Ordinance Revision – PC Members Recommendation Received  
Attorney Harlan said he has nothing to report on the ARD Ordinance.

2. EIT Ordinance is required by the State to re-adopt this ordinance. These are changes that are outlined in a template that has been provided by Sol Wolf.

3. Pension Plan Changes from Conrad Siegel will need to be adopted at the November meeting. The Board has received the information to review until the next meeting when a Public Hearing will be held.

**D.) Code Enforcement – Revised Fee Schedule; Resolution 15-2011**

Some of the various fees are being revised due to complaints received from the property owners in the last few Code Enforcement issues. The Resolution outlines the fees and will provide that the Township will only bill for 1 inspector for the times when both Lt Wengert and Chris Miller are present.

**MOTION** was made and seconded to adopt Resolution 15-2011 revising the fee schedule for Code Enforcement. Motion was unanimously carried.

**E.) The Crossings at Sweet Briar HOA Documents – Memo from Solicitor Wolf dated 10/04/11**

Sol Wolf has provided drafts of the Home Owners Association documents regarding the proposed Crossings at Sweet Briar community. NL Planning Commission will be providing their comments to the Board at the November meeting. The Supervisors should also be reviewing the documents. A copy has been provided to Landmark's attorney.

**COMMENTS FROM BOARD MEMBERS**

**A.) ASA Committee Progress – Chairman Artz**

Chm Artz stated that he has not heard anything from the Chairperson of the Advisory Committee. He will be making contact to see what progress has been made with this issue.

**B.) Norfolk Southern Stormwater Pipes under Tracks;  
Meeting w South Lebanon – Suv Brensinger**

During the last meeting the Board had instructed a letter be drafted to mail to Norfolk Southern regarding the water runoff pipes located under the tracks near Old Cumberland Street. Since that time the hazard mitigation program was instituted as a result of Tropical Storm Lee. Mgr Grumbine and Suv Brensinger visited each of the 4 property owners involved in the Old Cumberland St area. All 4 owners have agreed that is the route they would prefer to take and have indicated the Twp should proceed with the required application paperwork. The meetings that were discussed earlier will pertain to the process that will be followed for these applications.

Mgr Grumbine felt it was best to hold off on contacting Norfolk Southern. Earl Roberts questioned what would be the reason for not contacting Norfolk Southern. Suv Brensinger stated he is in agreement. Norfolk Southern needs to be held accountable for the stand they have taken in regards to the opening of this pipe which is the cause of flooding the Sahonic and Earharts. Suv Brensinger expressed his frustration and amazement with the lack of acknowledgement on the part of Norfolk Southern and South Lebanon Twp in regards to this whole situation. Yes, SL Twp residents have a water issue. However does that mean that someone has the right to interfere with the storm water management that was put into place in the 1940s and is now creating a problem for NL Twp residents?

Mgr Grumbine said her concern is, if a letter is sent to Norfolk Southern and SL Twp regarding this situation, they might take offense. What will happen if FEMA takes the stand that the properties are not located in a floodplain and are not eligible and rejects the applications?

**Norfolk Southern Stormwater Pipes under Tracks (con't)**

At that time we cannot apply to FEMA and we have lost the cooperation of Norfolk Southern and South Lebanon Twp. That means we are on our own in this situation. Suv Miller stated he is in agreement that the letter to Norfolk Southern needs to be sent. They need to be held accountable for their part in this issue.

With no more business to conduct, the meeting adjourned.

**A Budget workshop session had been advertised to follow the regular business meeting.**

Respectfully Submitted,

Theresa L. George  
Recording Secretary