

MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
BUDGET MEETING
October 11, 2022

The duly advertised budget meeting was held on Tuesday, October 11, 2022, at 3:00 pm at the Municipal Building located at 725 Kimmerlings Road, Lebanon, PA with the following people present:

Edward A. Brensinger	Chairman
Gary R. Heisey	Vice-Chairman
Arden A. Snook	Treasurer
Tim Knight	Chief of Police
Cheri Grumbine	Township Manager
Lori Books	Assistant Manager

Also present was Bob Dowd, Lebanon County DES Director, and one member of the public.

1.) General Fund Departments

A.) Mechanic

The budget meeting started with Timmy Buffenmeyer reviewing his budget items with the Supervisors. The price increases of various oils and antifreeze were also discussed. The Tiger mower gets new tires every two years and included in the budget for 2023. Mr. Buffenmeyer also discussed the price increase for filters. He now gets filters through Fleet Guard for almost half the price, which is a great savings for the township.

B.) Lebanon County Department of Emergency Services (DES)

Bob Dowd, Director of DES explained that the Township adopted the Lebanon County Emergency Plan. The Township also appointed Brianna Laliberte as our EMA Coordinator. Ms. Laliberte is to meet twice a year with the Township to provide the Board with reports.

Bob Dowd explained that there are two different visions for an Emergency Management Coordinator. One is somebody who is here all the time keeping track of everything that is going on the other is just checking the legal boxes and making sure that the residents have someone to call when there is an actual need for the township. Mr. Dowd would like the Board to clarify which roll they expect Ms. Laliberte, Township EMA Coordinator to fill.

By the township signing the MOU, the Lebanon County DES will track everything that is going on, making sure that all legal requirements are met and that anyone in the position has the appropriate training and if something happens making sure that the township has the resources it needs to handle the emergency response. This does not mean that they will track all snowstorms. This would only be storms that local first responders cannot handle or storms over three feet in depth.

Manager Grumbine, asked when the township gets to the point where an incident command center would have to be set up, is that when Ms. Laliberte would step in? Mr. Dowd explained that it is a case-by-case situation. Example would be a county-wide flood. EMA would track everything from command center at the county level but would update the township with new information

every couple of hours. Their point of contact is the Chief of Police. Another example would be something hyper local such as a tornado that only affects a few properties or one municipality. This type of emergency is when Ms. Laliberte would set up a command center at the township building. The meeting room would suffice as the command center and they would provide all the computers, phones, etc., to run the command center. The township does not need to equip the meeting room for such an incident.

The Board thanked Mr. Dowd for explaining how this partnership will work during potential emergencies of the Township.

Chief Knight – Police Department Budget

Chief Knight reviewed the projected revenue and expense line items for the 2023 budget.

Supv. Snook questioned Chief Knight why revenue from fines is less than half the amount that it was before COVID-19. Chief Knight explained that the budgeted fine receipts is an unknown amount and the amount budgeted is the amount the Police Department anticipates collecting from fines, which he based on current fine money received year-to-date in 2022.

Chief Knight explained that he wanted to purchase at least one Radar Monitor Sign. This sign is placed on a post along the side of any road and tracks speeds of motor vehicles. The police can use the data collected from the sign to determine the times of day that cars are speeding to narrow down a time window that a police officer should patrol that area. The sign can also be used to perform traffic studies to determine speed limits for township roads.

Chief Knight informed the Board that Officer Gallese will attend training this year to become the new D.A.R.E Officer.

Chief Knight informed the Board that he had to confirm his order for the purchase a new police SUV for 2023. He was notified of a deadline for 2023 for SUV's to be ordered to ensure that they would receive a new police vehicle in 2023. It was suggested that the police SUV that is being retired in 2022 be offered to the NLT Fire Police to use.

At this time the Board went into Executive Session to discuss police negotiations.

The Budget meeting was adjourned at 6:25 PM.

Next meeting to take place on October 17, 2022, commencing after the regularly scheduled Board meeting.

Respectfully Submitted,

Erika Sheibley
Recording Secretary