

MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
September 18, 2023

The regularly scheduled meeting of the North Lebanon Township Board of Supervisors was called to order at 7:00 PM by Chairman Brensinger at the North Lebanon Township Municipal Building located at 725 Kimmerlings Road, Lebanon, PA. The Pledge of Allegiance was recited. The following Board members and Township staff were present:

Ed Brensinger – Chairman
Gary Heisey – Vice-Chairman
Arden Snook, Sr – Treasurer
Tim Knight – Chief of Police
Amy B. Leonard, Esq. – Henry & Beaver LLP
Lori Books – Township Manager

Also, present were Lizzy Pedersen, Recording Secretary, Emily Bixler, *LebTown* reporter, Doug Stump, *Lebanon Daily News*, Andrew Nye representing Chrisland Engineering, and Brianna Laliberte representing Lebanon County DES, as well as several members of the public.

COMMENTS FROM THE PUBLIC

Brianna Laliberte – Lebanon County DES

Ms. Laliberte reviewed her report on the previous incidents with emergency management involvement, current tracking/concerns, planned activities for the next six months, and training exercises for the Lebanon County DES.

Supv. Heisey stated he would like information pamphlets for the Township office.

Stashaway Storage Prelim/Final Land Development Plan

Andrew Nye, representative for Chrisland Engineering, explained the purpose of the plan, which depicts the relocation of existing non-permitted storage units that were erected to comply with current regulations.

Mgr. Books stated the Township has received a letter from Steckbeck Engineering recommending approval of this plan. The Planning Commission has also recommended approval at their September 11th meeting. The Developer's Improvement Agreement has been executed by the developer and is ready for the Boards action.

MOTION was made by Supv. Heisey and seconded by Supv. Snook to approve the Stashaway Storage Preliminary/Final Land Development Plan, the Improvements and Financial Security Agreement, and the Letter of Credit in the amount of \$31,300.00.

Jim Cikovic – Accident in Township Vehicle

Mr. Cikovic had questions pertaining to the accident that occurred on July 26, 2023.

Susan Mion

Ms. Mion expressed her concerns regarding the potential Jubilee Ministries proposal. She would like the Board to know that she and her fellow residents are opposed to this project.

Bob Reazer

Mr. Reazer commended the quality of work Manager Books has been doing in her time as Township Manager.

APPROVAL OF MINUTES

MOTION was made by Supv. Snook and seconded by Supv. Heisey to approve the meeting minutes from the 8/21/2023 Board of Supervisor's meeting. Motion unanimously carried.

APPROVAL OF PAYROLL, FUND BALANCES and PAYMENT OF INVOICES

MOTION was made by Supv. Snook and seconded by Supv. Heisey to approve payroll, fund balances, and invoices for payment subject to audit. Motion unanimously carried.

FIRE CHIEF'S REPORT – Steve Ronald, Ebenezer Fire Company**Monthly Summary – August 2023**

The number of calls, responses, training, and aid for the month of August for all four volunteer fire companies in the Township was reviewed by Mr. Ronald.

CHIEF OF POLICE REPORT – Timothy Knight, Chief of Police**Calls for Service – August 2023**

Chief Knight reviewed the report on various calls for service for the month of August.

Monthly Code Enforcement Report

The Board received a written report from Code Enforcement Officer John Brenner for the month of August.

Monthly Fire Police Activity Report

Chief Knight reviewed his report on the NLT Fire Police Activity for the month of August.

Chief Knight commended Sergeant Bahney, Sergeant Koons, Officer Hilbert, Officer Himmelberger, and Officer Morgan on their various arrests during the month of August.

Bruce Sattazahn

Mr. Sattazahn wanted to make Chief Knight aware of a property in violation of the Township's Ordinances (high weeds) and unlicensed motorcycles driving through the Township at night.

TOWNSHIP MANAGERS REPORT – Lori Books, Township Manager**Proposed 2024 Budget Meeting Dates**

- 1.) Wednesday October 4th at 6:00 PM
- 2.) Thursday October 5th at 3:00 PM
- 3.) Monday October 16th after regular Board meeting
- 4.) Thursday October 19th at 3:00 PM
- 5.) Wednesday October 25th at 3:00 PM

Mgr. Books stated these dates and times must be advertised and open to the public. She respectfully asked for authorization from the Board to advertise the referenced dates in the Lebanon Daily News.

MOTION was made by Supv. Brensinger and seconded by Supv. Snook to advertise the referenced budget meeting dates and times as required. Motion unanimously carried.

Authorization to advertise for Special Meeting

Mgr. Books requested permission to advertise in the Lebanon Daily News for a Special Meeting of the Board of Supervisors for the presentation of the DCED Police Regionalization Study as well as public input. The meeting is scheduled for Thursday, September 28, 2023, beginning at 6:00 pm. The meeting will be held at the Union Canal Elementary School on Narrows Drive. All participants are asked to park in the main parking lot and enter through the Falcon Entrance.

MOTION was made by Supv. Heisey and seconded by Supv. Snook to authorize the advertisement in the Lebanon Daily News for a Special Meeting of the Board of Supervisors for the presentation and public input on the Police Regionalization DCED Study. Motion unanimously carried.

Request from Weavertown Fire Company for release of \$30,000.00

In a letter dated September 14, 2023, the Township received a request from the President of the Weavertown Fire Company, Mike Michaels, requesting release of \$30,000.00 from the NLT Fire Company Capital Reserve Fund to be used in combination with other fire company funds to make the annual loan payment for the 2019 Seagrave Rescue Engine. Their annual payment is in the amount of \$49,688.04 which includes both the principal and the interest. The Township has also received a copy of their minutes approving the request. Mgr. Books respectfully asked the Board to release \$30,000.00 to the Weavertown Fire Company from the NLT Fire Company Capital Reserve Fund.

MOTION was made by Supv. Brensinger and seconded by Supv. Heisey to release to the Weavertown Fire Company from the NLT Fire Company Capital Reserve Fund the amount of \$30,000.00 to be used in combination with other fire company funds to make their annual loan payment in the amount of \$49,688.04 for the 2019 Seagrave Rescue Engine. Motion unanimously carried.

Completion of Probationary Period

Two of the Township's recently hired maintenance employees have successfully completed their probationary period. Mgr. Books respectfully asked the Board to consider making Matt Bachman and Shawn Neiman permanent full time maintenance crew members. Based on their review and performance Mgr. Books also asked the Board to consider a pay increase for each employee,

MOTION was made by Supv. Snook and seconded by Supv. Heisey to move Matt Bachman and Shawn Neiman to permanent full time maintenance crew members and to give both Matt and Shawn a fifty cent per hour raise. Motion unanimously carried.

Bench Request at Lenni Lenape Park

The Township received a signed bench dedication agreement from Randy Fenner for bench #7 at Lenni Lenape Park. The \$500.00 fee has also been received.

MOTION was made by Supv. Heisey and seconded by Supv. Snook to approve the bench dedication agreement for bench #7 at Lenni Lenape Park with Randy Fenner. Motion unanimously carried.

2024 Safety Grant Award Letter

The Township received an email on Friday stating the Township was awarded the 2024 Safety Grant. This grant is for employee safety and is in the amount of \$1,500.00 with a 50% match. No action is required by the Board.

SOLICITOR'S REPORT Solicitor Amy B. Leonard – Henry & Beaver**Agreement of Sale**

The property owner of 701 Kimmerlings Road had reached out to the Township a couple of months ago indicating an interest in selling the property. The property consists of two parcels, one with the residence and the other is a vacant tract. As a result of the property owner's interest in selling the parcel the Township had the property appraised and the seller is looking to sell the property to the Township for the appraised value of \$191,000.00.

Sol Leonard reported that all the legal items are in place for the agreement of sale. The seller would be looking to close on the property sometime mid to late October of 2023.

Supv. Brensinger stated PennDot has done traffic studies on the intersection involving 7th Street and Kimmerlings Road and this could be very beneficial to the upcoming improvements PennDot is looking into making at the intersection.

MOTION was made by Supv. Snook and seconded by Supv. Heisey to approve the agreement of sale for the Township to purchase 701 Kimmerlings Road, authorization for Chairman Brensinger to execute the document and the payment of \$2,500.00 earnest money deposit for the property. Motion unanimously carried.

Advertisement for Ordinance #7 to Amend and Restate the Pension Plan

The Township's Pension Plan Administrator made a request to entertain an Ordinance to amend and restate the Township's 457-b Pension Plan. This is a standard housekeeping item, and it does happen from time to time as federal provisions regulating these pension plans change.

Sol. Leonard reported that the Township has the proposed amendments and the restated plan. The Township can only make changes and restatements of the pension plan through ordinance. Sol. Leonard asked the Board for approval to advertise Ordinance 7-2023, to allow the Township to take the steps of amending and restating the 457(b) Pension Plan.

MOTION was made by Supv. Brensinger and seconded by Supv. Snook to approve the advertisement of Ordinance 7-2023 to allow amendment and restatement of the Township's 457-b Pension Plan. Motion unanimously carried.

Pertinent Matters

Sol. Leonard stated the tract purchase and the new lease agreement to be signed by New Covenant Christian School occurred on September 14, 2023. She wanted the Board and the attending public to be aware of the current zoning of the properties, which is the Municipal Recreations Zoning District. The following uses are some of the permitted uses within the Municipal Recreations Zoning District: public recreation, amphitheaters, bandshells, public swimming pools, and public and private school facilities. New Covenant Christian School is an entity that fits into a use that is compliant with the Municipal Recreations Zoning District.

COMMENTS FROM BOARD MEMBERS**Special Meeting Concerning the Potential Police Regionalization with North Cornwall Township**

Supv. Snook expressed his hope for a large turnout at the Thursday September 28, 2023, Special Board Meeting about the potential police regionalization with North Cornwall Township.

Supv. Heisey stated he is looking forward to hearing opinions from the public at the Special Board Meeting.

ADD-ON ITEMS BY VOTE OF SUPERVISORS None

With no further business to discuss, the meeting was adjourned at 7:47 PM.

Respectfully Submitted,

Elizabeth M. Pedersen
Recording Secretary