

MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
March 18, 2024

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 Emily Bixler, *LebTown* reporter; Doug Stump, *Lebanon Daily News*; as well as several members of the public.

COMMENTS FROM THE PUBLIC

Joe Galebach

Mr. Galebach came to alert the board to a trespassing issue he is having at his property. He lives in the vicinity of N. 3rd Avenue, Weavertown Road, and East Maple Street. Residents of Weavertown Terrace continue to use his property as a short cut to get from Weavertown Terrace to N. 3rd Avenue even though he has multiple no trespassing signs posted. He suggested the Township require the property owner at 310 E. Maple Street be required to install a sidewalk along the road frontage of his property which would connect Weavertown Terrace to N. 3rd Avenue. He feels this would give those residents a safe option to get to N. 3rd Avenue without having to trespass on his property. The Board directed the Police Chief to start sighting those who trespass and hopefully word will spread that this will not be tolerated.

Tom Hallowell

Mr. Hallowell is concerned about the potential increase in truck traffic when construction starts on the bridge on Route 72 North. He asked the board to consider adopting an ordinance to prohibit truck traffic on Jay Street, Water Street, Long Lane, and Horst Drive. Supervisor Brensinger replied that there are certain criteria the Township must meet to prohibit truck traffic on local roads. He went on to state that PennDOT is suggesting alternate state routes such as Route 343 and 934 during the road closure, however we all know drivers will want to take the shortest/quickest route.

Allen Heagy

Mr. Heagy has questions regarding the police regionalization and asked if he should ask his questions now or will he be given the opportunity at the end when the topic is discussed. Mr. Heagy was told he could wait until the end to ask his questions.

Susan Mion

Ms. Mion asked if there was any update regarding the potential Jubilee Ministries proposal. She would like to remind the Board that she and a large group of her fellow coalition members remain opposed to this project.

APPROVAL OF MINUTES

MOTION was made by Supv. Heisey and seconded by Supv. Snook to approve the meeting minutes from the 2/19/2024 Board of Supervisor’s meeting. Motion unanimously carried.

MOTION was made by Supv. Snook and seconded by Supv. Heisey to approve the meeting minutes from the 2/22/2024 Joint Meeting with North Cornwall Township on Police Regionalization. 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 – Donald Steiner Jr., Weavertown Fire Company**Monthly Summary – February 2024**

The number of calls, responses, training, and aid for the month of February from all four volunteer fire companies in the Township was in the Board’s possession.

CHIEF OF POLICE REPORT – Timothy Knight, Chief of Police**Calls for Service – February 2024**

Chief Knight reviewed the various calls for service for the month of February.

Monthly Code Enforcement Report

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

Monthly Fire Police Activity Report

Chief Knight reviewed the NLT Fire Police Activity for the month of February.

Donation of Bikes to Marine Toys for Tots

Chief Knight asked the Board for approval to donate five bicycles that have been stored in evidence for over ninety days to the Marine Toys for Tots.

MOTION was made by Supv. Heisey and seconded by Supv. Snook to donate the five bicycles that have been stored in evidence for over ninety days to Marine Toys for Tots as per Resolution 8-2000. Motion unanimously carried.

Pertinent Matters

Chief Knight wanted to acknowledge Officer Himmelberger is attending SWAT training. He also reported that Officer Gross and Officer Hilbert are doing a great job with FTO Training with the two new officers.

PUBLIC WORKS REPORT – Jared Balsbaugh, Director of Public Works**Monthly Report**

Mr. Balsbaugh reviewed the Highway Department’s Activity that occurred since the Board’s last meeting.

TOWNSHIP MANAGERS REPORT – Lori Books, Township Manager**Award bidding of paving project for 2024**

Bonnie has provided the bid tabulations for the paving bid. The low bidder is Pennsy Supply, Inc. at \$254,477.78 for Project 1 and \$113,504.33 for Project 2 (West Lebanon) for a total cost of \$367,982.11. The Board was provided with a copy of the Bid Opening Tabulation from PennBid. Manager Books also stated she has Resolution 15-2024 which is to authorize execution of the intermunicipal agreement with West Lebanon Township for their portion of the paving project. We received an email from West Lebanon Township approving their portion of the bid.

MOTION was made by Supv. Brensinger and seconded by Supv. Heisey to award the 2024 Paving Project to the lowest bidder, Pennsy Supply, Inc., in the amount of \$367,982.11 contingent upon Township Solicitor reviewing and approving all contract documents and bonds. Motion unanimously carried.

MOTION was made by Supv. Brensinger and seconded by Supv. Heisey to approve Resolution 15-2024 to authorize execution of the Intermunicipal Agreement with West Lebanon Township for their portion of the paving project. Motion unanimously carried.

Award bidding of fuel for 2024

Bonnie has provided the bid tabulations for diesel fuel to be delivered to the Township. The low bidder is Meyer Oil Company at \$3.067/gallon for a total cost of \$30,670.00. The Board was in possession of the Bid Opening Tabulation provided by PennBid.

Supv. Brensinger had a question regarding the results as Meyer Oil was the low bidder for diesel fuel and Rhoads Energy was the low bidder for ethanol free gasoline. Discussion followed.

MOTION was made by Supv. Brensinger and seconded by Supv. Heisey to table the award for the fuel bid until the next meeting. Motion unanimously carried.

Award Items placed on MuniBid

Bonnie has provided the results of the online bidding from MuniBid for the oil burner that was removed from the home the Township purchased at 701 Kimmerlings Road. The highest bidder is Wesley Konsavage for a cost of \$650.00.

MOTION was made by Supv. Heisey and seconded by Supv. Brensinger to award the oil burner to the highest bidder, Wesley Konsavage for \$650.00. Motion unanimously carried.

Release Integrity Bond for Homestead Acres Phase 4

Manager Books reported that we have received confirmation from our Public Works Director, Jared Balsbaugh, that all necessary repairs have been satisfactorily completed. We are recommending you release the Irrevocable Letter of Credit in the amount of \$234,084.90 which was established to guarantee the improvements for Phase 4 of Homestead Acres.

MOTION was made by Supv. Brensinger and seconded by Supv. Snook to release the Letter of Credit to Mt. Pleasant Ventures, LLC for Homestead Acres, Phase 4 in the amount of \$234,084.90. Motion unanimously carried.

Memo from Parks & Recreation Board**GO Lebanon**

Manager Books stated she received a memo from Molly Lum on behalf of the Parks & Recreation Board recommending approval for WellSpan to utilize Lenni Lenape Park this year for their GO Lebanon program. This program encourages kids and families to be active and get outdoors by using a map to find hidden posts at various parks throughout the County. In the past they have used both Lion's Lake and the Township Community Park.

MOTION was made by Supv. Heisey and seconded by Supv. Snook to approve the request from WellSpan to utilize Lenni Lenape Park for their GO Lebanon Program this summer. Motion unanimously carried.

Northern Lebanon Little League – “job box” request

Manager Books reviewed the request made by Northern Lebanon Little League to place “job boxes” at each baseball field here at the Township Community Park. They would like to place them behind the backstop. These boxes typically contain items used to maintain the fields. The league already owns several of these boxes and is asking permission to relocate them here to our fields. Each box would have a lock. The Parks and Recreation Board recommended approving this request at their March 5th meeting. It was also noted that the Township would not be liable for any vandalism or theft that may occur.

MOTION was made by Supv. Heisey and seconded by Supv. Snook to approve Northern Lebanon Little League's request to place “job boxes” behind the backstop at the baseball fields here at the Township Community Park provided the Township will not be held liable for any theft or vandalism that may occur. Motion unanimously carried.

North Lebanon Storage, Phase 2 – Bond Reduction

Manager Books referenced a letter we received from Steve Shirk, our Engineer, recommending a reduction in the financial security being held for the North Lebanon Storage, Phase 2 Final Land Development Plan site improvements in the amount of \$385,077.78 leaving a balance of \$10,522.22 which would cover any outstanding work and the as-built drawings that are to be submitted.

MOTION was made by Supv. Brensinger and seconded by Supv. Heisey to approve the reduction in the amount of \$385,077.78 in the financial security being held for North Lebanon Storage, Phase 2 Final Land Development Plan, leaving a balance of \$10,522.22. Motion unanimously carried.

Halfway Drive Bridge – Payment #4 and close out documents

Manager Books referred to a letter we received from Steve Shirk, our Engineer, recommending approval of the final payment in the amount of \$12,455.38, as requested by the contractor, DESCCO, for the Halfway Drive Bridge replacement project. Steve has confirmed that all punch list items were addressed and has provided us with a notice of acceptable work. We have received all the necessary closeout documents as well as the one-year warranty.

MOTION was made by Supv. Brensinger and seconded by Supv. Heisey to approve the final payment to DESCCO in the amount of \$12,455.38 for the work done on the Halfway Drive Bridge replacement. Motion unanimously carried.

Appointment to Planning Commission

Manager Books reminded the Board that last month they accepted the resignation of William Smeltzer from the Township's Planning Commission. Therefore, the Board needs to appoint a replacement. Supv. Brensinger sadly announced that Mr. Smeltzer recently passed away. He added that he was a great asset to the community, was extremely generous and will be greatly missed by many.

MOTION was made by Supv. Brensinger and seconded by Supv. Snook to appoint Sam Pennypacker to fulfil the unexpired term of William Smeltzer on the Planning Commission to 12/31/2026. Motion unanimously carried.

Notice of intent to hire office staff

Manager Books provided an update on the hiring of office staff. She stated they have conducted interviews for several open positions within the Township's office staff. Offers for two of the three positions have been made and we are currently waiting for the completion of the necessary documents and background checks before moving forward. She stated she hopes to have all three positions filled and ready for your approval at your April meeting.

PA Small Water and Sewer Program Grant

Manager Books provided an update on the PA Small Water and Sewer Program Grant. On February 21st we received the fully executed Contract which will allow us to move forward with the work. The Township applied for this grant back in December of 2022. The scope of work for this grant is to slipline some of the old storm water pipes within our collection system. The awarded amount of the grant is \$425,000.00 and requires a 15% match. We received an updated quote, and the total project cost is \$576,624.55, therefore 151,624.55 will be paid by the Township as part of our required match. These funds will be paid out of the stormwater fund.

SOLICITOR'S REPORT – Sol. Amy Leonard, Esq.

Sol. Leonard stated she has no pertinent matters for the Board this evening.

COMMENTS FROM BOARD MEMBERS**Police Regionalization Draft Charter Agreement**

Supv. Heisey explained at the last police regionalization meeting, the Committee suggested we have a labor attorney review the Draft Charter Agreement. Supv. Heisey stated they feel we are at a point where we are ready for an independent legal review of the Draft Charter Agreement. We have discussed using a separate attorney to avoid any conflicts of interest. Chief Knight has reached out to Solicitor Josele Cleary of Morgan Hallgren Crosswell & Kane, PC of Lancaster. Solicitor Cleary has experience with local government as well as Police Regionalization Negotiations and Agreements.

MOTION was made by Supv. Heisey and seconded by Supv. Snook to provide Solicitor Josele Cleary with a copy of the Draft Charter Agreement for comment and legal review. Motion unanimously carried.

Update from Police Regionalization Public Meeting held March 7th, 2024

Supv. Heisey started by saying the Committee reviewed the few minor changes to the draft charter from the last meeting. He informed the public that the proposed draft budget was also presented and reviewed.

Supv. Heisey continued to express some of the comments they received during the meeting. Several residents had comments or questions regarding the budget and the potential different shift schedules. Other comments were made in reference to losing control regarding members on the commission if the force would grow and add other municipalities, as well as the safety of officers and residents.

Supv. Heisey noted that if this moves forward, many details still need to be worked out such as pensions, negotiating a new contract, creating a capital equipment list and appraisal of each item, to name a few.

Supv. Snook wanted to point out a concern about overtime that was brought up. He continued by explaining that in the proposed budget, holiday overtime was included with the regular salary information and all other overtime was listed in the overtime row.

Supv. Heisey told the public at the next regionalization meeting Chief Knight should have a flow chart which shows how the different zones and coverage would work. This will allow more officers to be on duty at the same time.

Supv. Heisey stated we understand everyone's concerns and are attempting to do our due diligence to make the best decision for our Township and our residents. Our goal is to provide the best service possible while continuing to maintain affordability.

Supv. Brensinger encouraged the Board members to strongly look at the proposed budget numbers.

Allen Heagy stated he believes our officers' salaries are comparable to others around us and seem to be fair. He continued by asking the Board when looking at health care costs to remember that age is a big factor as well as the number of dependents each employee has. Mr. Heagy also had questions and comments on population and the number of guys on each shift. He pointed out that when a supervisor's term is up, they may or may not get reelected and future Board members will need to deal with whatever decision this Board makes. He thanked the Board and said the regionalization meetings are very educational to listen to.

Susan Mion had a question regarding the Study that is posted on the website. It was explained that the study is just a guide and does not reflect actual numbers. She mentioned she was unaware that we sometimes only have one officer on duty at a time. Ms. Mion continued by expressing her opinion that the officers do a great job keeping us safe and we should do the same and take care of them.

The next regionalization meeting is scheduled for Wednesday, March 27th at 3:00 pm at North Lebanon Township.

With no further business to discuss, the meeting was adjourned at 8:02 PM.

Respectfully Submitted,

Lori A. Books
Township Secretary