

**MINUTES  
NORTH LEBANON TOWNSHIP  
BOARD OF SUPERVISORS  
BUDGET MEETING  
October 2, 2024**

The duly advertised budget meeting of the North Lebanon Township Board of Supervisors was called to order at 6:00 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  
Lori Books – Township Manager

The following NLT Fire Co. Representatives were present:

Steve Ronald – Ebenezer Fire Co.  
Noah Simmers – Ebenezer Fire Co.  
Donald Steiner Jr. – Weavertown Fire Co.  
Donald Steiner Sr. – Weavertown Fire Co.  
Brian Vragovich – Glenn Lebanon Fire Co.  
Richard Werni – Glenn Lebanon Fire Co.

Also, present was Misty Bender, Township Clerk, as well as one member of the public.

**FIRE COMPANY BUDGET ITEMS AND DISCUSSIONS**

**Standard Allocation** The standard allocation will remain the same for 2025. This is \$48,000.00 per fire company per year. The allocation will be disbursed in two payments (June and December).

**NLT Fire Co. Capital Reserve Funds** The amount allocated for the NLT Fire Co. Capital Reserve Funds was discussed for 2025. Currently the amount is \$30,000 per fire company. Requests must be sent to the Township Office for disbursement of payment along with the minutes approving the payment. It was mentioned that several of the fire companies' loan payments increased this year due to a variable interest rate. The fire chiefs asked if the Board would consider increasing this allocation by an additional \$4,000 for each fire company. The Board will review this request once all the final numbers have been received and they know if any funds are available.

**I am Responding Software** 2024 was the last year of the 3-year renewal for the I am Responding software. The Fire companies stated that they want to renew this contract. The Township will obtain the costs to renew the contract.

**Data Plan (iPads unlimited data plan)** The Fire Companies indicated they would like to switch to the County DES for this service. The cost is \$35 per month per company with DES and currently \$40 per month per company with Verizon through the Township. The Township will look into service termination with the current plan and enrollment into the County DES plan.

**Knox Box® Ordinance/Program** Most of the 2024 Annual Knox Box renewals have been received. The Knox Box Program experienced a switch in personnel this past June. The Office staff seems to have a good handle on the Knox Box routine and the Township foresees things will go much smoother in the coming year.

**Alarms** The fire companies were reminded to keep a log when they are dispatched to a false alarm. The false alarm should be clearly noted, so the administrative staff can invoice the correct business, if required.

**PEMA & Walmart Grants** All fire companies agreed they will continue to apply for the PEMA grant and the Walmart grants. Supervisor Brensinger mentioned looking into other companies to see if other grant options or donations were available. Sherwin Williams and Norfolk Southern were brought up as possible companies that might donate to the fire companies. Other fundraising options were discussed as ideas to pursue in the coming year. The Board discussed approaching companies when they submit new plan submissions. Fire Chief Steiner Jr. mentioned that some of the local business' have been helpful in the past with fundraising and donations.

**Code Enforcement** Manager Books reminded the fire companies to reach out to the Police Department when on site at a property that has code enforcement concerns so the Code Enforcement Officer can respond while they are still at the scene.

**Workers Compensation** By law, the Township must provide worker's compensation insurance for fire police and volunteer fire company members. This insurance coverage is expensed from the Fire Protection Tax. No Issues were brought up. Manager Books stated that we are still waiting for next year's cost estimates.

**Annual Non-Emergency Listing (fundraisers, parades, etc.)** Manager Books reminded the Fire Chiefs to submit requests for any non-emergency activities for approval by the Board. Training is not required to be approved by the Board. Manager Books reminded the fire companies to provide the Township with this list by the middle of December so she can add it to the January 2025 agenda for the Board to approve. This is needed for insurance purposes.

**EMA Coordinator** The Township continues to use Brianna Laliberte of the Lebanon County Department of Emergency Services (DES) as the Township's EMA Coordinator.

**Additional Funding Request** The fire companies requested the Township fund the required inspection and testing of their hoses, ladders, and other equipment. This will need to be done every year and was added as a line-item expense in the budget.

**Submit 2025 Rosters** Mgr. Books reminded the fire companies to provide the Township with a member roster list that separates auxiliary members from active fire fighters for 2025 by the middle of December. This is also needed for insurance purposes.

**Other Topics for Discussion** The concept of merging the fire companies was brought up by Fire Chief Steiner Jr. This idea was not unanimous among all four fire departments. The idea of all the companies being under one umbrella would help to resolve a lot of issues.

The fire chiefs also requested the township hire an administrative person to oversee and assist with all four fire companies. This person would be used to handle paperwork, reports, grant applications

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and filings, phone calls and day to day tasks. It was also suggested that this person might be able to handle things such as code enforcement.

At 6:54pm alarms sounded, and Weavertown Fire Co had to leave the meeting to tend to an automatic fire alarm in Weavertown Terrace.

Conversation continued between the remaining fire chiefs and Supervisors about what a possible merger and office personnel would look like in the future. Unanimously, the board suggested that as soon as the Police Regionalization is up and running smoothly, it would be in everyone's best interest to hold a meeting to get the ball rolling and start the discussions about a possible merger.

With no further business to discuss, a motion was made by Supervisor Heisey and seconded by Supervisor Snook to adjourn. The meeting was adjourned at 7:06 PM.

Respectfully Submitted,

Misty Bender  
Recording Secretary