

**MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
January 20, 2025**

The January 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
Amy B. Leonard, Esq. – Henry & Beaver LLP
Lori Books – Township Manager
Tim Knight – Chief of Police

Absent: Jared Balsbaugh – Public Works Director

Also, present were Misty Bender, Recording Secretary, as well as several members of the public.

COMMENTS FROM THE PUBLIC

Joe Arnold asked the Board why his neighbor hasn't been cited for dragging mud onto Kenbrook Road. The Chief replied that when the officer on duty arrived at the scene, he didn't notice a large amount of mud on the road and didn't feel it warranted a citation. Mr. Arnold continued by discussing the amount of dust created in the summertime when the neighbors use their lane. The conversation continued between Mr. Arnold and the Board to find a resolution to the issue. Mr. Arnold also wanted it on the record that he believes the neighbor has placed their fence on his aunt's property. In the end, Mr. Arnold thanked the Board for listening.

Susan Mion asked if there were any updates on Jubilee, and to remind the township that there is a coalition of residents in North Lebanon Township that are opposed to this project. No updates have emerged.

CONSIDERATION FOR APPROVAL OF MINUTES

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to approve the meeting minutes from the January 6th Board of Supervisor's meeting. Motion unanimously carried.

**CONSIDERATION FOR APPROVAL OF PAYROLL, FUND BALANCES and
PAYMENT OF INVOICES**

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

FIRE CHIEF'S REPORT – Don Steiner, Sr – Weavertown FC

Monthly Summary – December 2024 & 2024 Annual Report

The number of calls, responses, training, and aid for the previous month was reviewed as well as the 2024-year end summary from all four volunteer fire companies in the Township.

CHIEF OF POLICE REPORT – Timothy Knight, Chief of Police

Calls for Service – December 2024

Chief Knight reviewed the various calls for service for the prior month.

Calls for Service – Year End Report 2024

Chief Knight reviewed the year-end report for 2024.

Monthly Code Enforcement Report

The Board received the monthly report from Code Enforcement Officer John Brenner.

2024 Annual Code Enforcement Report

The Board received the year-end report for 2024 from Code Enforcement Officer John Brenner.

Monthly Fire Police Activity Report

Lieutenant Behney reviewed the NLT Fire Police Activity for the month of December & the year-end report for 2024.

PUBLIC WORKS REPORT – Jared Balsbaugh, Director of Public Works

Mr. Balsbaugh was not in attendance due to having worked many hours since Sunday evening to plow snow in the township. Supervisor Brensinger asked the Board if there were any questions. As there were none, they continued.

MANAGER'S REPORT

2025 Mobile Home License Renewals

The Township has received six of the seven applications for the 2025 Annual Mobile Home Park License renewals. Manager Books reviewed each park, the number of units, and the amount paid. She then requested the approval of the 2025 renewal applications.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to approve the 2025 renewal applications for the six mobile home parks that have paid their annual fee as presented. Motion unanimously carried.

2025 Application for County Liquid Fuels (road salt)

The Township's Accountant has prepared the Application for County Aid from the County Liquid Fuels Tax Fund for road salt in 2025. The amount requested is \$12,041.00, which is equal to our 2020 census per capita.

MOTION was made by Supervisor Brensinger and seconded by Supervisor Heisey to approve the submission of the 2025 Application for County Aid in the amount of \$12,041.00 to be used for road salt in 2025. Motion unanimously carried.

New Covenant Christian School – BBQ Fundraiser April 4, 2025

The Township received a letter from New Covenant Christian School requesting permission to utilize the parking lot area at the dam breast at Route 72 & Jay Street on April 4, 2025, to hold their annual BBQ fundraiser. The Parks & Recreation Board reviewed this request at their January 7th meeting and recommended approving the request. The lake restoration project will be in full swing during this time. Manager Books stated she has reached out to the township's Engineer who has been in contact with the contractor for the project, and they indicated this will not interfere with their work.

MOTION was made by Supervisor Snook and seconded by Supervisor Heisey to approve New Covenant Christian School's request to use the parking lot at the dam breast of Lion's Lake for their BBQ fundraiser on April 4, 2025. Motion unanimously carried.

Sale of 2005 JD 6320 Boom Tiger Mower to City of Lebanon

When a Township sells any items to another municipality, they are exempt from the bidding and advertising requirements of Section 1504 of the Second-Class Township Code, related to the sale of personal property. However, that same section states, "No personal property of the Township shall be sold without the approval of the Board of Supervisors." Therefore, Manager Books asked the Board to authorize the sale of the 2005 John Deer Boom Tiger Mower to the City of Lebanon for \$26,000.00. Chairman Brensinger asked if the sale includes the plow. Manager Books replied that it does as the plow will not fit our other equipment.

MOTION was made by Supervisor Brensinger and seconded by Supervisor Snook to authorize the sale of the 2005 John Deer Boom Tiger Mower to the City of Lebanon for \$26,000.00. Motion unanimously carried.

Traffic Signal Upgrades – Route 422 and Prescott Dr.

The Township received an email from the traffic engineer working with PennDOT on the proposed upgrades to the traffic signal at Route 422 and Prescott Drive. Since North Lebanon and South Lebanon Township are ultimately responsible for the traffic signal, both municipalities are required to sign off on the application for the proposed upgrades. The Township requested the following three items be included: emergency vehicle preemption, luminaires attached to the traffic signal mast arms and uninterruptible power supply (battery backup).

MOTION was made by Supervisor Snook and seconded by Supervisor Heisey to authorize the Township Manager, Lori Books, to sign form TE-160 Application for Traffic Signal Approval for the traffic signal located at the intersection of Route 422 and Prescott Drive. Motion unanimously carried.

SOLICITOR'S REPORT

Changes to Strong Waste Ordinance

Solicitor Leonard went over some changes that COLA has made to their Strong Waste Ordinance. The Municipal Authority is authorized to make changes to our Strong Waste Ordinance by Resolution only with the approval of the Board of Supervisors. Solicitor Leonard has presented a draft Resolution to be adopted by the Municipal Authority for the Board's review and approval. She explained that because our sewer customers effluent ultimately ends up at the City of

Lebanon's Treatment Plant, we are required to abide by their changes. This Resolution will replace the existing strong waste parameters with the proposed changes offered by COLA. Solicitor Leonard explained that COLA currently charges a surcharge fee to certain commercial or manufacturing businesses, but should COLA charge NLTMA, those fees will be passed on to the end user. This will not affect the regular domestic (single family homeowner) user in any way.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to authorize the North Lebanon Township Municipal Authority to adopt by Resolution the changes proposed by COLA to the Strong Waste Program. Motion unanimously carried.

COMMENTS FROM BOARD MEMBERS/PUBLIC

Supervisor Heisey mentioned that the Township crew did a great job on the township roads with yesterday's snowstorm.

MOTION was made by Supervisor Heisey and was seconded by Supervisor Snook to adjourn. With no further business to discuss, the meeting was adjourned at 7:47 PM.

Respectfully Submitted,

Misty S. Bender
Township Secretary