

MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
April 21, 2025

The April 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
Paul Savini	Lieutenant, Lebanon Co. Regional Police
Greg Behney	Lieutenant, Lebanon Co. Regional Police
Jared Balsbaugh	Public Works Director

Absent: Tim Knight Chief of Police

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

PUBLIC HEARING – ORDINANCE 1-2025 – Zoning Amendment request by Tunnel Hill Road LLC to change the zoning of the property located on the WS State Route 72 N from C-2A to R-2.

Solicitor Leonard opened the hearing by explaining the contents of the proposed Ordinance. She reviewed the following information with the board: The property consists of 1.36 acres and currently only houses pre-existing billboards. The Public Hearing was advertised for April 21, 2025, at 7:00 pm on March 21, 2025, and March 17, 2025, in the Lebanon Daily News. Proposed Ordinance 1-2025 was advertised on April 4, 2025, and April 11, 2025, in the Lebanon Daily News. Posting of the property was completed on 3/18/2025 by Jared Balsbaugh, the Public Works Director. A letter dated March 17, 2025, was sent to the applicant's attorney providing the date and time for the public hearing. Neighbor notification letters were mailed on March 17, 2025. Ordinance 1-2025 has been available for review in the Township Office and on the Township's website as of April 2, 2025. A copy of the Ordinance was submitted to Lebanon County Planning Department (LCPD) requesting recommendation which was received on March 3, 2025. LCPD noted one safety concern regarding off-street parking. The NLT Planning Commission discussed the proposed Ordinance at their March 10, 2025, meeting and indicated their agreement for the rezoning as requested by the owners. Solicitor Leonard then opened the floor to Attorney Reilly Noetzel (Petitioner's attorney) and Chad Smith of Steckbeck Engineer (Petitioner's Engineer) to present the proposed request to the Board.

Attorney Noetzel reviewed the proposed Zoning Amendment Request with the Board and stated his client wishes to amend the current zoning of the property so the owner, Tunnel Hill Road LLC, can place 6 townhomes on the property. They feel the parcel would be better suited for residential

use rather than then existing commercial zoning.

The Board expressed concern regarding parking. Old Ebenezer Road is already a very congested area at certain times of the day. Chad Smith, of Steckbeck Engineering, stated that the proposed plans were just a rough sketch, and they would ensure the final plans would adhere to the current North Lebanon Township Zoning Ordinance, which requires 3 parking spaces per residence.

Solicitor Leonard then opened the hearing up for public comment.

Walter Zeigler voiced his opposition to the Zoning Amendment. Mr. Zeigler questioned how many wells they would have to dig to support 6 new homes, as he was told he was unable to connect to the public water in the area. Chad replied, they intend to connect to the public water system and no wells would be dug.

Vernon Schriver expressed his opposition to the Zoning Amendment. Mr. Schriver brought up his concerns about traffic. His property touches the property in question and his concern was that in the 60 years he has lived there speeding has always been a problem and the road is very busy. He feels that adding 6 new driveways would be unwise.

Randy Strubhar vocalized his opposition to the Zoning Amendment. His property is located across the street on Old Ebenezer Road from the proposed townhomes. His concern was safety. He stated it is already hard to leave his property due to the traffic and adding more driveways would hinder the flow of traffic greatly.

Carole Shank conveyed her opposition to the Zoning Amendment. She questioned whether there would be a fence surrounding the property. She stressed concern that adding 6 new homes would bring in 6 new families and having children outside playing along those busy roads would be dangerous. She also suggested traffic lights be placed at some of the intersections to alleviate some of the traffic incidents.

Susan Mion inquired about how long the current owner has held ownership of this property, what type of townhomes they are proposing to build, and what they plan to do if their petition is denied.

Chad Smith replied to Ms. Mion stating that the owner has owned the property for two years. He articulated that it is the owner's intention to have each lot sold separately and they would not be considered low-income housing. He also stated that if their petition was denied the owner would move forward with plans that would fit within the current zoning regulations.

Supervisor Heisey made final comments in agreement with the fact that it would be a safety hazard, but that it would be a safety hazard no matter what was built there, residential or commercial.

MOTION was made by Supervisor Snook and seconded by Supervisor Heisey to DENY the Zoning Amendment request to rezone the property on the East side of Old Ebenezer Road from C-A to R-2 at this time. Motion unanimously approved.

The Public Hearing closed at 7:30 pm and the regularly scheduled meeting resumed.

COMMENTS FROM THE PUBLIC

Martin Barondick inquired if the Board followed up on his request from last month regarding the numerous power outages in Ebenezer. He asked if there had been any thought to a resolution for this issue. The Board agreed with Mr. Barondick regarding the negative impact these outages have on the Township but stated this is an issue to be taken up with Met-Ed that the Township has no control over them. It was suggested to have everyone reach out to Med-Ed during an outage so they have numerous complaints all at once or put together a petition to take to Med-Ed or the PUC.

Eileen Heagy had questions regarding the new traffic circle plans PennDOT released for improvements to the intersection of N 7th Street and Kochenderfer Rd. She raised concerns about the lack of stormwater management that was present in the plans, as her property is the location where the main run-off is transported to from the intersection. She also questioned what the Township is doing regarding the house on the corner with all the code violations.

Supervisor Brensinger stated PennDOT will need to address the stormwater management plans in more detail during the final stages of design.

It was suggested to everyone with concerns to make their comments known on the online form provided on PennDOT's website. A link to this project is on the Townships' main website page. From there, residents can view the plans and submit comments directly to PennDOT.

Jared Balsbaugh mentioned he did reach out to local farmers to obtain the size of the largest farm equipment that regularly utilizes the intersection which we then provided to the engineer working on the project. He encouraged the public to let their concerns be heard by completing the online survey which also provides space for public comments.

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 official plans have been submitted.

CONSIDERATION FOR APPROVAL OF MINUTES

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to approve the meeting minutes from the March 17th Board of Supervisor's meeting. Motion unanimously approved.

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 approved.

FIRE CHIEF'S REPORT – Chief Brian Vragovich – Glenn Lebanon FC Monthly Summary – March 2025

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

Supervisor Brensinger reminded everyone that the North Lebanon Township Fire Companies are solely volunteer and that all the time and effort they put in to keeping us safe is unpaid and voluntary, which is made possible by fundraising and donations.

CHIEF OF POLICE REPORT – Paul Savini, Lieutenant - Lebanon County Regional Police Calls for Service – March 2025

Lieutenant Savini presented a slideshow which reviewed the various calls for service for the prior month.

Monthly Fire Police Activity Report – Greg Behney, Lieutenant - Lebanon County Regional Police

Lieutenant Behney reviewed the NLT Fire Police Activity for the month of March 2025. He also reminded the public of the next Lebanon County Regional Police Department meeting that will take place at the North Lebanon Township building on May 14, 2025, at 6:00pm. This will be on a Wednesday, which is a change from their normal meeting arrangement.

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

Mr. Balsbaugh reviewed the Highway Department's activity that occurred since the last meeting. He noted that spring cleanup has begun, with expectations to finish on Tuesday, April 22nd. The shoreline restoration is complete, along with the new fencing at the ball field and the new playground equipment. Next, they will be working on the walking path and the parking lots. He also touched on the storm drainage pipe replaced on E Kercher Ave in preparation for the paving this summer. The temporary paving patch will be fixed by the end of the week, as it has settled drastically. He noted that all the public park restrooms have been opened for the season and are available for use.

MANAGER'S REPORT – Lori Books, Township Manager Code Enforcement Monthly Report

John Brenner provided the Township with his monthly code enforcement activity report for March. He received 4 new calls and issued 3 Notice of Violations. He closed 4 cases and did 6 rechecks. He had 1 court case, un-condemned 1 property and issued 2 non-traffic citations. He currently has 17 open cases.

North Lebanon Storage, Phase 2 – Release Letter of Credit

The Township has received a letter from their Engineer, Steve Sherk, recommending release of the remaining balance of \$10,522.22 for the letter of credit which was established for site improvements for Phase 2 of the North Lebanon Storage Land Development Plan. All remaining items have been completed to Steve's satisfaction.

MOTION was made by Supervisor Brensinger and seconded by Supervisor Snook to approve the release of the remaining balance of \$10,522.22 of the letter of credit for Phase 2 of the North Lebanon Storage Land Development Plan. Motion unanimously approved.

Payment request #2 from Flyway Excavating for Lions Lake Project

The Township has received notice from Steve Sherk that Flyway Excavating has submitted Payment request #2 for work completed on the Lion's Lake Rehabilitation Project. This invoice covers work from March 1 through March 31, 2025. The requested invoice amount is \$222,538.27 which will leave a balance of \$345,649.21 on the contract. Manager Books has received a recommendation from Steve indicating that the reported quantity of completed work is consistent with their observations. Therefore, she asked the Board to approve this payment request.

Manager Books reminded the Board that a portion of this project is being reimbursed by the Lebanon County Consortium as part of the MS-4 permit requirements. The Township has invoiced the Consortium for reimbursement of \$245,842.47 with a balance yet to be invoiced of \$44,999.53. Once the project is complete, the Township can request reimbursement from the DCNR grant they were awarded in the amount of \$250,00.00. The remaining funds of \$197,897.50 will come from Fees In Lieu Of.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to authorize payment #2 in the amount of \$222,538.37 to Flyway Excavating for work completed through March 31, 2025, for the Lion's Lake rehabilitation project. Motion unanimously approved.

Intermunicipal Agreement with Jonestown Borough for street sweeping services and yardwaste grinding services – Resolution #15-2025

Manager Books presented Resolution #15-2025 which would authorize the Chairman to sign an intermunicipal agreement with Jonestown Borough. The Borough has requested street sweeping services and yardwaste grinding services from North Lebanon Township. Solicitor Leonard has prepared the intermunicipal agreement and Jonestown Borough has already signed the agreement. Manager Books asked the Board to approve Resolution 15-2025 authorizing the chairman to sign the agreement.

MOTION was made by Supervisor Brensinger and seconded by Supervisor Heisey to approve Resolution 15-2025 authorizing the Chairman to execute the Intermunicipal Agreement with Jonestown Borough for street sweeping and yardwaste grinding services. Motion unanimously approved.

Supplemental Appropriation to 2025 Budget – Resolution #16-2025

Manager Books presented Resolution #16-2025 which would authorize a supplemental appropriation to the 2025 budget from the Capital Reserve Fund and the Special Projects Fund. Back in 2022, \$237,453.00 was budgeted for a new truck and upfitting costs. At the same time the Township applied for the 902 Grant which reimburses the Township for up to 90% of approved purchases for recycling. The Township was awarded the 902 Grant in the amount of \$213,707.00 which is equal to 90% of the budgeted amount.

There were two separate purchase orders approved back in 2022 and 2023 notifying us of two separate price increases. Due to Covid, vehicles were not readily available, and the vehicle was continually delayed throughout 2022, 2023 and 2024. The budgeted amount was carried over into the 2023 and the 2024 budgets. However, the Township did not carry over the costs into the 2025 budget as they were told the truck would be completed by the end of 2024. That did not happen, and they are now expecting to receive the new truck later this spring.

Manager Books is requesting funds be supplementally appropriated to both the Capital Reserve Fund and the Special Projects Fund to pay for the remaining balance owed for the vehicle ordered and budgeted in 2022 which also includes the price increases.

MOTION was made by Supervisor Heisey and seconded by Supervisor Brensinger to approve Resolution 16-2025 to appropriate \$56,024 from the Capital Reserve Fund and \$75,300 from the Special Projects Fund to cover the remaining balance on the vehicle ordered and budgeted in 2022. Motion unanimously carried.

Request from Lebanon City Police for Fire Police Assistance during certain events

Manager Books received a letter from Lebanon City Police Department's acting Chief of Police Eric Sims requesting assistance from the North Lebanon Township Fire Police for several events being held throughout the year in the city. This would include the Memorial Day Parade, the Car and Motorcycle Show, the Music Festival, the July 4th Celebration, the Holiday Tree Lighting and Parade, and the New Year's Eve Bologna Drop. He is also requesting assistance with any upcoming events that may not have been mentioned.

MOTION was made by Supervisor Brensinger and seconded by Supervisor Heisey to approve North Lebanon Township Fire Police assisting the Lebanon City Police Department for the mentioned events throughout this year as well as any events that may come up that have not been mentioned. Motion unanimously approved.

Authorize the advertisement for bids for Jay Street Wall project

Manager Books reminded the Board of the grant they applied for back in 2023 to help with the costs of replacing the deteriorated wall along Jay Street across from Lion's Lake. The Township was awarded \$300,000 in the fall of 2024. We have received the fully executed contract for the LSA Grant. In December the Board authorized the preparation of the final design and bid specs. Manager Books has received the necessary easement agreements with the property owners that will be affected. The Township's Engineer Steve Sherk has the remaining survey and reports needed to finalize the design. He anticipates the design to be ready to go out for bid within the next few weeks.

Manager Books asked the Board to authorize the advertisement for bids for the Jay Street Wall Project once the design is finalized. The project will be advertised in the Lebanon Daily News and will be listed on Penn Bid for contractors to review and bid on.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to authorize the advertisement for bids for the Jay Street Wall Project. Motion unanimously approved.

Permanent ROW Agreement for 801 Kimmerlings Road

At the January 6th Board of Supervisors meeting, the Board authorized Solicitor Leonard to prepare a Right-of-Way agreement for the property the Township purchased at 801 Kimmerlings Road. This was to provide the Township with additional ROW should it be needed in the future for road improvements. Solicitor Leonard has been working on the agreement and has received the boundary exhibit and legal descriptions for the additional ROW from Steve Sherk as authorized last month. The permanent right-of-way agreement is now ready for your approval. Manager Books asked the Board to authorize the Chairman to sign the agreement.

MOTION was made by Supervisor Brensinger and seconded by Supervisor Snook to authorize the Chairman to sign the Permanent Right-of-Way Agreement for the property at 801 Kimmerlings Road. Motion unanimously approved.

Plan review extension letter for Iona Investment Group

Manager Books received a plan review time extension letter from Chrisland Engineering on behalf of their client, Iona Investment Group, for the land development plan currently being reviewed. She asked the Board to accept the plan review extension letter.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to accept the plan review time extension letter to August 5, 2025, for the Iona Investment Group land development plan. Motion unanimously approved.

Plan review extension letter for Sheetz

The Township received a plan review time extension letter from RGS Associates on behalf of their client, Sheetz, for the land development plan currently being reviewed. Manager Books asked the Board to accept the plan review extension letter.

MOTION was made by Supervisor Brensinger and seconded by Supervisor Heisey to accept the plan review time extension letter to July 31, 2025, for the Sheetz land development plan. Motion unanimously approved.

Indemnification Agreement & HOP Permit Application – Sheetz

Sheetz must submit an application to PennDOT as part of the HOP Permit Application process. One of PennDOT's requirements is that the application be in the name of the municipality. Before the Township signs the M-950AA HOP Application, the Township requires an indemnification agreement to be executed, holding the Township harmless regarding all permit conditions contained within the HOP and that the Developer shall be responsible for all certificates of insurance and agrees to comply with all the requirements of the HOP. The Developer shall also indemnify and hold the Township harmless regarding the responsibility of the permittee to continually maintain or replace the stormwater improvements located within the ROW of Route 72 including the construction, installation, maintenance, repair, and replacement of all improvements referenced in the HOP Application and Permit Conditions. Any expenses incurred by the Township shall be paid for by the Developer. Because Sheetz will be leasing the land, the agreement must be signed by both the landowner and Sheetz as the tenant. The Township is waiting for the executed agreement to be returned to them for approval.

Manager Books asked the Board to approve signing the M950-AA HOP Application contingent upon receiving the signed indemnification agreement. She also requested approval for the Chairman to execute the indemnification agreement once received.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to approve signing the M950-AA HOP Application contingent upon receiving the signed indemnification agreement and to authorize the Chairman to execute the indemnification agreement once received. Motion unanimously approved.

SOLICITOR’S REPORT – Amy Leonard, Esquire

Road Use Agreement with Texas Eastern Transmission, LP

Texas Eastern Transmission is planning a pipeline replacement project in Jackson Township. Part of this project will require some road closures in Jackson Township. As a result, they will need to use alternative roads during that time. Some of the roads they will be using to haul supplies are North Lebanon Township Roads. Being their equipment and materials are heavier than our normal traffic, it is standard practice to obtain a Road Use Agreement which would allow them to use our roads. This includes pre-and-post-use pictures and video of the road conditions as well as bonding requirements should they damage any of our roads. Solicitor Leonard has drafted the Road Use Agreement with Texas Eastern Transmission, LP which is ready for the Board’s action. Sol. Leonard noted that we received the bond, the escrow funds, and the video.

MOTION was made by Supervisor Brensinger and seconded by Supervisor Heisey to execute the Road Use Agreement with Texas Eastern Transmission, LP. Motion unanimously approved.

COMMENTS FROM BOARD MEMBERS/PUBLIC

Supervisor Brensinger asked Marty if he knew when the Jay Street Wall was originally built. Marty replied he believes around 1955.

ADJOURNMENT

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 8:33 PM.

Respectfully Submitted,

Misty S. Bender
Recording Secretary