

**MINUTES  
NORTH LEBANON TOWNSHIP  
BOARD OF SUPERVISORS  
JANUARY 19, 2026**

The January meeting of the North Lebanon Township Board of Supervisors was called to order at 7:00 PM by Chairman Heisey 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:

Gary Heisey	Chairman
Ed Brensinger	Vice Chairman
Arden Snook, Sr	Treasurer
Amy B. Leonard. Esq.	Henry & Beaver LLP
Lori Books	Township Manager
Jared Balsbaugh	Public Works Director
Paul Savini	Lieutenant, Lebanon Co. Regional Police
Tim Knight	Chief of Police, Lebanon Co. Regional Police

Also, present was Misty Bender, recording secretary, Emily Bixler with LebTown, as well as several members of the public.

**COMMENTS FROM THE PUBLIC**

**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.

**Don Steiner Sr.** wanted to thank the Highway Crew for helping them get back into their station during a snowstorm.

**Eric Paul** and **Karen Wolfe** thanked the Township for their excellent plowing skills this winter.

**CONSIDERATION FOR APPROVAL OF MINUTES**

**MOTION** was made by Supervisor Brensinger and seconded by Supervisor Snook to approve the Organizational meeting minutes from January 5, 2026. Motion unanimously approved.

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

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

**FIRE CHIEF'S REPORT – Chief Brian Vragovich, Glenn Lebanon Fire Co.**

Brian reviewed the calls for service and training for the previous month and for the previous year.

**Chain of Command Policy – Fire Companies**

The Chain of Command Policy has been signed by all four fire companies. Manager Books asked the Board to approve the Chain of Command Policy as presented by the fire companies.

**MOTION** was made by Supervisor Heisey and seconded by Supervisor Snook to approve the Chain of Command Policy submitted by the fire companies. Motion unanimously approved.

### **Fire Box Alarm Procedures**

The fire box alarm procedures have been submitted and signed by all four fire companies. Manager Books asked the Board to approve the fire box alarm procedures as provided by the fire companies.

**MOTION** was made by Supervisor Heisey and seconded by Supervisor Brensinger to approve the Fire Box Alarm Procedures submitted by the fire companies. Motion unanimously approved.

### **CHIEF OF POLICE REPORT – Lebanon County Regional Police**

#### **Calls for Service for December 2025 – Timothy Knight, LCRPD Chief**

**Chief Knight** reviewed the various calls for service for the prior month. The calls for service for the month of December were 1,136, with 964 reportable incidents. Of those reportable incidents 465 were within North Lebanon Township. Total accidents for the three municipalities were 42 with 23 being in NLT. Total citations were 201 with 110 being in NLT. Total warnings both verbal and written were 160 with 19 of them being written in NLT. Total crime statistics were 88 with 52 in NLT. The miles traveled for the month was 16,211.

#### **Year End Report for 2025 – Lieutenant Paul Savini**

**Lieutenant Savini** reviewed the Police Calls to service for 2025. He explained the work that Sergeant Herberg has been doing with the MCSAP program. This program is designed to reduce the number of accidents involving tractor trailer trucks by frequent safety inspections.

#### **Fire Police Activity Report for December & 2025 – Paul Savini, Lieutenant**

**Lieutenant Savini** reviewed the NLT Fire Police Activity for the prior month and for the entire year of 2025.

**Supervisor Snook** asked Chief Knight how the response time compared in 2025 verse 2024. Chief Knight stated that the response time in 2024 was 12 minutes on average and decreased to 4 minutes on average since regionalizing.

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

**Mr. Balsbaugh** provided the Board with the Highway Department's activity that occurred since the last meeting. Jared mentioned the PSATS Public Works Expo that he and Kirk Artz, Highway Crew Foreman, attended in late December. He described the event as being very informative.

Jared stated they have been working on various projects including plowing, salting, training, and yardwaste grinding. So far this winter they have salted 13 times and plowed 5 times. This year's leaf collection has brought in 2,700 cubic yards. The crew wrapped up replacing all the street name signs throughout the Township. The entire crew attended the TIM Training at LCDES. This training was very educational and helped to inform everyone of the appropriate ways to handle emergency situations. They responded to 45 PA One Calls.

**MANAGER’S REPORT – Lori Books, Township Manager**

**2026 Application for County Liquid Fuels (Emma Rd & Long Ln Bridges)**

Bonnie Grumbine, Accounting Clerk, prepared the Application for County Aid from the County Liquid Fuels Tax Fund for engineering fees for the Emma Road and Long Lane bridge repairs in 2026. The amount requested is \$12,041.00, which is the Township’s 2020 census per capita. Manager Books asked the board to approve the submission of the 2026 Application for county aid.

**MOTION** was made by Supervisor Brensinger and seconded by Supervisor Snook to approve the submission of the 2026 Application for County Aid in the amount of \$12,041.00 to be used for engineering fees for the Emma Rd and Long Lane bridge repairs. Motion unanimously approved.

**2026 Mobile Home License Renewals**

The Township received six of the seven applications for the 2026 Annual Mobile Home Park License renewals. The Parks were listed with the number of mobile homes in each park. Manager Books asked the board to approve the six Mobile Home Park License renewals received to date.

**MOTION** was made by Supervisor Brensinger and seconded by Supervisor Snook to approve the 2026 renewal applications for the six mobile home parks that have paid their annual fee as presented. Motion unanimously approved.

**Plan Review Extension – Peter Klassen – NS (799) Kimmerlings Road**

The Township received a plan review extension letter from Nolt Engineering on behalf of their client Peter Klassen for the review of the stormwater-only land development plan for 799 Kimmerlings Road. Manager Books asked the Board to accept the plan review time extension letter to May 4, 2026.

**MOTION** was made by Supervisor Heisey and seconded by Supervisor Snook to accept the plan review time extension letter for the stormwater only plan at 799 Kimmerlings Road to May 4, 2026. Motion unanimously approved.

**SOLICITOR’S REPORT – Solicitor Amy Leonard**

Solicitor Leonard stated she had nothing for the Board this evening.

**COMMENTS FROM BOARD MEMBERS/PUBLIC**

**Supervisor Heisey** wanted to reiterate what a wonderful job the Township Road Crew has done with plowing so far this winter.

**ADJOURNMENT**

**MOTION** was made by Supervisor Brensinger and was seconded by Supervisor Snook to adjourn. With no further business to discuss, the meeting was adjourned at 7:34 PM.

Respectfully Submitted,

Misty S. Bender  
Recording Secretary