

MINUTES
NORTH LEBANON TOWNSHIP
BOARD OF SUPERVISORS
June 15, 2026

The June 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
Greg Behney	Lieutenant/Detective, Lebanon Co. Regional Police
Paul Savini	Lieutenant, Lebanon Co. Regional Police

Absent: Tim Knight Chief of Police, Lebanon Co. Regional Police

Also, present was Misty Bender, recording secretary, Emily Bixler with LebTown, Chad Smith with Steckbeck Engineering, Skyler Deitrick and Monica Boyer with the Lebanon County Suicide Prevention Task Force, Joan Light, Paula Kline, as well as several other members of the public.

COMMENTS FROM THE PUBLIC

Chad Smith from Steckbeck Engineering was present to review the Tunnel Hill Road Sketch Plan with the Board to obtain feedback. This plan proposes a tire store, which is a permitted use in the current zoning district.

Skyler Deitrick / Monica Boyer - Skyler Deitrick and Monica Boyer were present to ask permission to relocate their memorial garden from Stoevers Dam to Lion's Lake Park. Skyler and Monica are a part of the Lebanon County Suicide Prevention Task Force. This is their 10-year anniversary, and they are planning a "walk" event the last Saturday in September to honor the anniversary and hopefully have a ribbon cutting ceremony to acknowledge the new location. They want to provide a reflection area for families to visit. They intend to include a bench, a planter, a garden flag, and a display case that would list the names of those lost to suicide on a plaque. Their organization would be responsible for the upkeep of both the bench and the plaque. The Parks & Rec Board voted unanimously to recommend allowing the Lebanon County Suicide Prevention Task Force to place a "remembrance garden" at Lion's Lake Park.

MOTION was made by Supervisor Snook and seconded by Supervisor Heisey to allow the Lebanon County Suicide Prevention Task Force to install a memorial garden at Lion's Lake Park. Motion unanimously approved.

Paula Kline & Joan Light were present to discuss their safety concerns regarding the intersection of Prescott Dr & E. Kercher Ave. Many suggestions were made as to possible ways to make this

intersection safer. Solicitor Leonard mentioned that all changes must be warranted through a study, and often, what residents would consider “good options” for improvements, are not warranted and therefore not able to be implemented. She wanted the residents to know that even if they do not see changes being made immediately or at all, it’s not for lack of being heard.

Tony Fahler was present to bring a concern to the Board of Supervisors regarding his feelings of unfair behavior regarding a police investigation.

Daniel DuBois was present to question whether there has been any progress regarding the streetlight issue in Sweet Briar. He also wanted to bring up the issue of unkept lots that have either not been developed or have not been completed at this time. Manager Books stated that there was a meeting regarding the streetlights and she is waiting for a response from Landmark. Regarding the unkept grass and high weeds on the unfinished lots, Landmark responded by saying that they would send someone out to take care of it.

Eric Paul asked the Board about the school taxes. He was told they only come out on July 1st.

PLANS READY FOR APPROVAL – None

CONSIDERATION FOR APPROVAL OF MINUTES

MOTION was made by Supervisor Brensinger and seconded by Supervisor Snook to approve the meeting minutes from the May 18, 2026, 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 Brensinger to approve payroll, fund balances, and invoices for payment subject to audit. Motion unanimously approved.

FIRE CHIEF’S REPORT –Chief Gary Boyer, with Rural Security Fire Co.

Gary reviewed the calls for service and training for the previous month.

CHIEF OF POLICE REPORT – Lebanon County Regional Police Calls for Service for May 2026 – Lieutenant Greg Behney, LCRPD

Lieutenant Behney reviewed the various calls for service for the prior month. The calls for service for the month of May were 1463, with 1238 reportable incidents. Of those reportable incidents 588 were within North Lebanon Township. Total accidents for the three municipalities were 49 with 20 being in NLT. Total citations were 437 with 181 being in NLT. Total warnings both verbal and written were 170 with 21 of them being written in NLT. Total crime statistics were 135 with 73 in NLT. The miles traveled for the month was 15,798. Lieutenant Behney also mentioned some of the previous months’ highlights as far as training and events.

Supervisor Snook asked how they were handling the issue at Rutters. Lieutenant Behney stated that they are making their presence known.

Fire Police Activity Report for May – Lieutenant Paul Savini.

Lieutenant Savini reviewed the NLT Fire Police Activity for the prior month.

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. The crew has been working on base repairs and patch paving on various Township roads. The Hometown Hero Banners were installed along Rt 72 in Ebenezer just before Memorial Day and several street signs have been replaced and repaired after being struck over the last month. Severe thunderstorms have brought trees/branches down on various Township roads which keeps the crew busy with clean up as needed. They have responded to 90 PA One Calls. The Parks and Recreation & Building Maintenance Crew have kept busy over the last month with mowing, spraying, weeding, edging, picking up sticks, trimming, and making sure the bathrooms and pavilions are cared for. Mr. Balsbaugh wanted to publicly thank a group of volunteers from VF Corp in Jonestown who donated their time mulching at the Community Park.

MANAGER'S REPORT – Lori Books, Township Manager

Property Maintenance Code Enforcement Monthly Report

Michale Rohrer of Systems Design Engineering provided the Township with his monthly property maintenance code activity report. He intends to issue 7 new Notices of Violation. There are currently 7 violations pending with the deadline to comply approaching soon. He condemned/uncondemned one property.

Keystone Novelties – Fireworks Tent – June 17th to July 10th

Last year the Township entered into a three-year agreement with Keystone Novelties to erect their fireworks tent at the dam breast of Lion's Lake. Keystone Novelties has paid the yearly fee of \$1,250.00 and provided a copy of their liability insurance which names the Township as an additional insurer. Set up is scheduled to begin the week of June 17th. All sales will end on July 5th, and tent removal will begin on July 6th. Manager Books asked for a motion to approve the request from Keystone Novelties to erect their fireworks tent as noted.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to approve the request from Keystone Novelties to erect their fireworks tent at the dam breast of Lion's Lake. Motion unanimously approved.

Approval to fill vacant clerk position

Back in April, the Board authorized Manager Books to advertise to fill the vacant clerk position left from promoting Misty Bender. After conducting several interviews, Manager Books recommended the hiring of Teresa Kelly as the new full-time office clerk.

MOTION was made by Supervisor Snook and seconded by Supervisor Brensinger to hire Teresa Kelly as a full-time office clerk at the hourly rate of \$22.00 per hour with a start date of June 22nd. Motion unanimously approved.

GO Lebanon Update

Rebekah Hammer with WellSpan reached out regarding this year's GO Lebanon program. They have placed their "GO" posts both at Lenni Lenape and the Township Community Park. The program officially opened on June 1st and will run through August 15th. Upon completion, they

will retrieve their posts by no later than Tuesday August 18th. The Township has placed a copy of their flyer in the office to make the public aware of the program.

Plan Review Extension – R & L Carriers

The Township has received a plan review extension from Atwell, LLC on behalf of their client, R & L Carriers, to extend the review time to October 9, 2026 for review of their land development plan.

MOTION was made by Supervisor Brensinger and seconded by Supervisor Snook to accept the plan review extension for the R & L Carriers Land Development Plan until October 9, 2026. Motion unanimously approved.

Plan Review Extension – LCW Holdings, Inc.

The Township has received a plan review extension from Steckbeck Engineering on behalf of their client, LCW Holdings, to extend the plan review time to September 22, 2026 for review of their land development plan.

MOTION was made by Supervisor Snook and seconded by Supervisor Brensinger to accept the plan review extension for the LCW Holdings Land Development Plan to September 22, 2026. Motion unanimously approved.

Plan Review Extension – Zimmerman Mulch

The Township has received a plan review extension from Red Barn Consulting on behalf of their client, Zimmerman Mulch, to extend the plan review time of their stormwater plan. They provided an email which stated the time extension shall be extended as long as needed to review and approve the plan.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to accept the plan review extension for the Zimmerman Mulch Plan for as long as needed to achieve plan approval. Motion unanimously approved.

Plan Review Extension – Whispering Pines

The Township has received a plan review extension from Chrisland Engineering for the Whispering Pines Subdivision Plan to extend the plan review time to September 5, 2026.

MOTION was made by Supervisor Brensinger and Seconded by Supervisor Snook to accept the plan review extension for the Whispering Pines Plan to September 5, 2026. Motion unanimously approved.

Plan Review Extension – Stanley Martin

The Township has received a plan review extension from Chrisland Engineering on behalf of their client, Stanley Martin, to extend the plan review time to September 5, 2026.

MOTION was made by Supervisor Snook and seconded by Supervisor Brensinger to accept the plan review extension for the Stanley Martin Plan to September 5, 2026. Motion unanimously approved.

Plan Review Extension – Manna Foods

The Township has received a plan review extension from Chrisland Engineering on behalf of their client, Manna Foods, to extend the plan review time to August 24, 2026.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to accept the plan review extension for the Manna Foods Stormwater Only Plan to August 24, 2026. Motion unanimously approved.

Release of semi-annual contribution to our 4 volunteer fire companies

Manager Books asked the Board to authorize the release of the \$24,000 semi-annual contribution to each of the four volunteer fire companies from the Fire Protection Tax Fund. The Township has received the 2025 financial statements and 990 forms from all four fire companies as required.

MOTION was made by Supervisor Snook and seconded by Supervisor Brensinger to approve the release of \$24,000 to each of the four volunteer fire companies as their semi-annual contribution for 2026. Motion unanimously approved.

Resolution #15-2026 – Appointments to Pension Board Committee

Manager Books presented the Board with Resolution 15-2026 which is to update the members of the Pension Board Committee. The current one has members from the police department and individuals who no longer work for the Township. Manager Books asked the Board to appoint positions rather than individual names to the committee.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to adopt Resolution #15-2026 to appoint the Chairman of the Board of Supervisors, the Township Manager, the Township Assistant Manager/Administrative Assistant and the Public Works Director to the Pension Board Committee. Motion unanimously approved.

Resolution #16-2026 – Authorize Fire Chief's permission to temporarily declare a property or structure uninhabitable for safety reasons

Manager Books presented the Board with Resolution 16-2026 which would authorize the Fire Chief's to temporarily declare a property or structure uninhabitable for safety reasons until the Property Maintenance Code Enforcement Officer can assess the situation and make a final determination as to habitability. The Fire Chief shall notify the Code Officer before leaving the premises. The Code Officer shall have 24 hours to assess the property or structure to make the final determination as to habitability.

MOTION was made by Supervisor Heisey and seconded by Supervisor Brensinger to adopt Resolution #16-2026 authorizing the Fire Chief's to temporarily declare a property or structure uninhabitable for safety reasons until the Property Maintenance Code Enforcement Officer can assess the situation and make a final determination as to habitability. Motion unanimously approved.

Pertinent Matters / Updates – There were no other pertinent matters this month.

SOLICITOR'S REPORT – Solicitor Amy Leonard – Henry & Beaver LLP
Resolution #14-2026 – Moravian Manor

Solicitor Leonard presented the Board with Resolution #14-2026 which would allow the North Lebanon Municipal Authority to act as a conduit for Moravian Manor to obtain tax exempt financing. This would not hold the NLTMA or the Township accountable, they would only be acting as a conduit per a provision in the internal revenue code. At the Last Municipal Authority meeting, they approved the issuance of the revenue notes and held the required public hearing. Solicitor Leonard stated that since the Township is the incorporating entity of the Municipal Authority the Board of Supervisors must also adopt a resolution approving the action of the Municipal Authority.

MOTION was made by Supervisor Heisey and seconded by Supervisor Brensinger to adopt Resolution 14-2026 allowing the Municipal Authority to act as the conduit for Moravian Manor. Motion unanimously approved.

Authorization to Advertise – Cable Franchise Agreement Renewal with Comcast

Solicitor Leonard asked the Board to set a hearing date and for authorization to advertise for a public hearing for the cable franchise agreement renewal with Comcast. The Federal Cable Act requires a hearing be held before renewing the agreement.

MOTION was made by Supervisor Heisey and seconded by Supervisor Snook to authorize Solicitor Leonard to advertise for the Public Hearing regarding the Cable Franchise Renewal with Comcast to be held on July 20th. Motion unanimously approved.

Pertinent Matters / Update – Draft Ordinance for Data Centers

Solicitor Leonard updated the Board regarding a draft ordinance outlining regulations for Data Centers. She is in the initial stages and wanted to make known that there will be a public hearing regarding the ordinance before it is approved. This was informational only, and no action was required by the Board.

COMMENTS FROM BOARD MEMBERS/PUBLIC

Supervisor Snook stated that his property has a good view of the Prescott and E Kercher intersection, and he believes that having the Regional Police Department place the speed timing device in the area will help them narrow down and enforce the problem.

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 8:20 PM.

Respectfully Submitted,

Misty S. Bender
Recording Secretary