

**MINUTES  
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS  
JANUARY 2, 2007**

The regularly scheduled meeting of the North Lebanon Township Board of Supervisors was held at 7:00 PM at the North Lebanon Township Municipal Building, 725 Kimmerlings Road, Lebanon, PA with the following people present:

Dawn Hawkins .....	Supervisor
Edward A. Brensinger .....	Supervisor
Kenneth C. Artz .....	Supervisor
Cheri F. Grumbine .....	Township Manager

Also in attendance was Debra Schell, of the Lebanon Daily News, Officer Duane Koons of the NLT Police Dept, and several other individuals.

Supervisor Hawkins called the meeting to order at 7:00 PM and the pledge to the flag was done. She explained the organization of the Board would be conducted first this evening

**REORGANIZATION OF BOARD FOR 2007**

**1.)Nomination and Election of Chairperson, Vice Chairperson and Treasurer**

**MOTION:** Was made and seconded to nominate Dawn Hawkins as Chairperson. Unanimously carried.

**MOTION:** Was made and seconded to nominate Ed Brensinger as Vice Chairperson of the Board. Unanimously carried.

**MOTION:** Was made and seconded to nominate Ken Artz as the Treasurer. Unanimously carried.

**CITIZEN'S AWARD**

Chp Hawkins announced a Citizen's Award is being presented to Mr. & Mrs. Walker. Officer Duane Koons explained that the Walkers were instrumental in several arrests the Police had made regarding many break-ins and thefts that had occurred in 2006. The Walkers made the phone call that tipped off the Police to suspicious activities. The Board and Officer Koons expressed their thanks to the Walkers. The Walkers were presented with a Citizen's Award plaque.

**2.)Motion to Appoint the Township Secretary (Presently Cheri Grumbine)**

**MOTION:** Was made and seconded to appoint Cheri F. Grumbine as Secretary. Unanimously carried.

**3.)Motion to Set Treasurer's Bond to \$300,000 and Office Staff / Clerks Bond Limit to \$100,000 Each**

---

**MOTION:** Was made and seconded to set the Treasurer's Bond limit at \$300,000 and the Office staff/clerks Bond limit at \$100,000 each. Unanimously carried.

**4.) Motion to Appoint Township Solicitor - Presently Frederick Wolf**

**MOTION:** Was made and seconded to appoint Frederick Wolf as the Township Solicitor. Unanimously carried.

**5.) Motion to Approve Depositories For Township Funds (Presently Lebanon Valley Farmers Trust, Fulton Financial, Northwest, Jonestown Bank, PLGIT and First National Bank of Fredericksburg.**

**MOTION** was made and seconded to approve the above listed depositories for all Township Funds. Unanimously carried.

**6.) Motion to Appoint SEO (Presently Lebanon County Planning Dept - Gordon Sheetz, Alternate, Mandy Eisenhauer; Lori Books serves as the designated Local Agency for On-Lot Sewer Modules)**

**MOTION** was made and seconded to appoint Lebanon County Planning Dept - Gordon Sheetz SEO, Mandy Eisenhauer as the alternate Township Sewage Enforcement Officer and Lori Books as the Agent for On-Lot Sewer Modules. Unanimously carried.

**7.) Motion to Appoint All Board Members as Emergency Equipment Operators (Recommended hourly compensation to be approved by Auditors)**

**MOTION** was made and seconded to appoint all Board Members as emergency equipment operators, with hourly compensation to be approved by the Township Auditors. Unanimously carried.

**8.) Select Voting Delegate for PSATS Convention (Previously Board Chairperson) and Approve Supervisors, Roadmaster, Manager, And Asst. Manager to Attend Convention. Also approve Roadmaster, Manager and Ass't Manager to receive employee wages while in attendance.**

**MOTION:** Was made and seconded to approve Suv Dawn Hawkins as voting delegate at the PSATS Convention and to approve the Supervisors, Roadmaster, Manager and Asst Manager for attendance at the PSATS Convention with the Roadmaster, Twp Manager & Ass't Mgr receiving their regular employee wages while in attendance. Unanimously carried.

**9.) Affirm Supervisor Ed Brensinger as Road Master**

**MOTION** was made and seconded to affirm Suv Ed Brensinger as Roadmaster of NL Twp for 2007. Unanimously carried.

**10.) Motion to Approve Board Meeting Schedule for 2007**

The dates had been advertised for the first and third Mondays of the month unless a Holiday, then the meeting is held on Tuesday. All meetings commence at 7:00 PM at the Twp building. The re-organizational Board meeting will be held Monday, January 7, 2008, per Twp Code.

**MOTION** was made and seconded to approve the meeting schedule for 2007. Unanimously carried.

**11.) Motion to Approve 2007 Holiday Schedule - Dates Offices Closed**

Good Friday	April 6	Election Day	November 6
Primary Election	May 15	Veterans Day	November 12
Memorial Day	May 28	Thanksgiving Day	November 22
Independence Day	July 4	Christmas Day	December 25
Labor Day	September 3	New Year's Day	January 1, 08

**MOTION** was made and seconded to approve the Holiday schedule for 2007 and the offices to be closed on these days. Unanimously carried.

**12.) Appointments to Various Boards/Commissions**

A. Municipal Authority - (5 year term)

APPOINT: Ron Ensminger EXPIRE: 12/31/2011

B. Planning Commission - (4 year term)

APPOINT: William Smeltzer EXPIRE: 12/31/2010

C. Park & Recreation - (3 year term)

APPOINT: Jay Snavelly EXPIRE: 12/31/2009

APPOINT: Heather Pederson EXPIRE: 12/31/2009

D.) Vacancy Board - (1 year term)

APPOINT: Darlene Martin EXPIRE: 12/31/2007

E.) ELECTED AUDITOR - (6 year term)

N/A

F.) Authority/Township Joint Arbitration Board (1 year term)

APPOINT: Suv Ken Artz EXPIRE: 12/31/2007

Hiram Brightbill 12/31/2007

**MOTION** was made and seconded to appoint all the various individuals, as listed above, to the appropriate Boards/Commissions and positions. Unanimously carried.

**13.) Appointment to Zoning Hearing Board - Resolution No. 1-2007**

APPOINT: Robert Yordy EXPIRE: 12/31/2009

APPOINT: Dean Cover (alternate) EXPIRE: 12/31/2009

**MOTION** was made and seconded to adopt Resolution No. 1-2007 appointing Robert Yordy and Dean Cover as Alternate member to the Zoning Hearing Board for a 3-year term, which expires 12/31/2009. Unanimously carried.

**14.) Minutes of December 18, 2006 were tabled until the next meeting.**

**15.) Motion to Approve Payroll and Invoices for Payment Subject to Audit**

**MOTION** was made and seconded to approve payment of payroll and all invoices subject to audit. Unanimously carried.

---

---

**COMMENTS FROM PUBLIC****A.)Martin Barondick - New Street**

Mr. Barondick said he had a few questions about the ZHB members being appointed through adoption of a Resolution. Why is that Board different than the other Boards? Mgr Grumbine explained it is mandated in the Municipal Planning Code. The ZHB Board has the authority to make decisions regarding the Ordinances adopted by the Supervisors. If a decision is made by the ZHB that the Supervisors do not agree with, does the Board has the option to appeal the decision, asked Barondick. He was told, with the exception of the Municipal Authority, the other Boards and Commissions are recommending boards. These Boards are not authorized to make decisions.

**TOWNSHIP MANAGER'S REPORT (Cheri Grumbine)****A.)Yard Waste Facility Card Renewal Due for 2007**

The fee for the Yardwaste Facility has increased to \$25 for residential and \$250 for a Commercial card for businesses located in the Twp. This is for the 2007 season. The cards are renewable as of January 2<sup>rd</sup> 2007 and are valid until December 31, 2007.

**B.)Christmas Tree Recycling Program**

North Lebanon Twp will again be providing a location for residents to drop off undecorated and unbagged Christmas trees outside the Yardwaste Facility. The trees may be dropped off until Friday, February 16, 2007. The GLRA is also accepting trees free of charge until Saturday, February 17, 2007.

**C.)Appointment of CPA- All Funds Audit 2007**

The Twp has received a contract of services agreement from Brown, Schultz, Sheridan and Fritz for the All Funds Audit of 2007. Mgr Grumbine is asking the Board to approve the appointment of BSS&F for this service for 2007.

**MOTION** was made and seconded to approve Brown, Schultz, Sheridan and Fritz as the Twp Auditors for the 2007 All Funds Budget. Unanimously carried.

**D.)Code Appeals Board Resolution 2-2007**

Per Lebanon County Planning's request, Resolution No. 2-2007 was prepared appointing members and an alternate member to the Lebanon County Code of Appeals Board for the PA Uniformed Construction Code. Mgr Grumbine was asked if this would be an annual Resolution and appointments. She replied she was uncertain but for this year LCPD requested it be completed.

**MOTION** was made and seconded to adopt Resolution No. 2-2007 appointing the County Code Appeals Board. Unanimously carried.

**E.)Amending Fees for PA UCC - Resolution 3-2007**

Also, at the request of County Planning, Resolution No. 3-2007 is amending the current fee schedule for the administration of the PA Uniform Construction Code.

MOTION was made and seconded to adopt Resolution No. 3-2207 approving the amended fee schedule for the UCC Board. Unanimously carried.

**F.) Fee Resolution 4-2007**

Resolution No. 4-2007 is a revised schedule of fees the Township charges for various services. The Twp annually looks at the services it provides versus the expenses to the Twp created by these services. One of the changes was in regards to the Yardwaste fee. With continual demands for personnel time and the expenses for maintenance of the equipment it was necessary to increase the fees this year. The Residential fee will increase to \$25 while the Commercial fee will increase to \$250.00. Also being increased are the fees for subdivisions and land development processing. This is a service, which is demanding more personnel time to review and accomplish.

MOTION was made and seconded to adopt the fee schedule listed in Resolution No. 4-2007 for various services rendered by the Twp. Unanimously carried.

**G.) Contract with NLT Police Association for 2007-2009**

Meetings were held between the Police Association and the Township, starting in June of 2006 regarding the Police Contract from 2007-2009. Officers Knight, Officer Koons, Mgr Grumbine and Suv Hawkins worked together to negotiate the contract. The current contract expired 12-31-06 and the new contract was negotiated and signed at the end of December 2006 by the Association representatives. Mgr Grumbine reported the meetings were respectful and orderly. She wants to thank both Suv Hawkins and the 2 officers for their time and efforts. A signed settlement agreement for the years of 2007-2009 has been provided to the Supervisors for the Chairperson's signature.

MOTION was made and seconded to approve the 2007-2009 Police contract. Unanimously carried.

**H.) Park & Recreation Agreement for Woodlea Phase 3**

MOTION was made and seconded to approve the Park & Rec agreement and the applicable fees paid for the Woodlea Phase 3 Subd Plan. Unanimously carried.

**COMMENTS FROM BOARD MEMBERS**

**A.) Suv Hawkins**

Suv Hawkins remarked on the experience she received while working with the Police Association on the contract. She found it to be trying at times but said it was a real learning experience. The experience was very rewarding for her.

**B.) Suv Brensinger**

Suv Brensinger thanked Dawn Hawkins and Mgr Grumbine for their efforts on the negotiation of the Police contract. A discussion was held about the property on Water St owned by Restoration Connection. The clean up of the property has been addressed with the exception of some trees, which had been taken down. Mgr Grumbine stated that until she gets an approval from Officer Wengert on the total completion of the clean up process, she would continue to hold the plans in her office.

---

**C.) Suv Artz**

Suv Artz stated he is concerned about the lack of coverage by the media at the Board meetings. A representative of the Lebanon Daily News was in attendance this evening and introduced herself to the Board.

There being no more business, meeting was adjourned.

Respectfully submitted,

Theresa L. George  
Recording Secretary