

**MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
JANUARY 3, 2005**

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:

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

Also in attendance was Teresa Trainer of the Daily News, Al Winn of the Patriot News, Theresa George NLT employee and 4 other individuals.

Supervisor Artz called the meeting to order at 7:00 PM and the pledge to the flag was done. He then explained the procedure for tonight's meeting, the reorganization of officers for the Supervisors.

REORGANIZATION OF BOARD FOR 2005

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

MOTION: Was made by Ed Brensinger and seconded by Dawn Hawkins to maintain all Board members the same as their current officer titles, Ken Artz as Chairperson, Dawn Hawkins as Vice-Chairperson and Ed Brensinger as Treasurer. Unanimously carried.

2.) COMMENTS FROM PUBLIC:

Chp Artz asked the public if there were any issues the public wanted to discuss. There were not comments from the public.

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

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

4.)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.

5.)Motion to Appoint Township Solicitor – Presently Frederick Wolf

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

6.)Motion to Approve Depositories For Township Funds (Presently Lebanon Valley Farmers, Fulton Financial, Northwest, Jonestown Bank, Sovereign Bank (previously Waypoint), PLIGIT and First National Bank of Fredericksburg.

Approve Depositories For Township Funds (con't)

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

7.)Motion to Appoint SEO (Presently Lebanon County Planning Dept – Gordon Sheetz, Alternate, Lori Books)

MOTION: Was made and seconded to appoint Lebanon County Planning Dept – Gordon Sheetz with Lori Books as the alternate Township Sewage Enforcement Officer. Unanimously carried.

8.)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.

Resident Martin Barondik questioned the licensing required for the Supervisors to operate the Twp equipment. Chp Artz explained in an Emergency situation the Supervisors are sometimes called in to help with plowing. Barondik asked if all the Supervisors have CDL licensing. He was told they do not need a CDL, as they would be operating equipment that does not require one. Suv Brensinger stated there is some equipment such as the service body truck (less than 2600 pounds), pay loaders, skid loaders and tiger mower (with a blade attached). None of these pieces of equipment require a CDL license. Barondik questioned if this has ever happened, calling in the Supervisors? Chp Artz said he has been on the Board long enough that he had been called for service. He worked in the developments, especially cul-de-sac areas. He worked in areas that did not require large pieces of equipment. Chp Artz stated this only happens when we have “blizzard” conditions. Another concern is the amount of hours, in one shift, the employees may be out plowing. They are restricted for safety reasons.

9.)Select Voting Delegate for PSATS Convention (Previously Board Chairperson) and Approve Supervisors, Roadmaster, Manager, and Asst. Manager to Attend Convention. Also approve Roadmaster, Manger and Asst. Manager to receive employee wages while in attendance.

MOTION: Was made and seconded to approve Suv Ken Artz 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 to receive their regular employee wages while in attendance. Unanimously carried.

10.)Affirm Supervisor Ed Brensinger as Road Master

MOTION: Was made by Chp Artz and seconded by Suv Hawkins to affirm Ed Brensinger as Roadmaster of NL Twp for 2004. Motion carried on a positive vote from 2 of the 3 Board members.

11.) Motion to Approve 2005 Holiday Schedule – Dates Offices Closed

Good Friday	March 25	Election Day	November 8
Primary Election	May 17	Veterans Day	November 11
Memorial Day	May 30	Thanksgiving Day	November 24
Independence Day	July 4	Christmas Day	December 26
Labor Day	September 5	New Year's Day	January 2, 06

MOTION: Was made and seconded to approve the Holiday schedule for 2005 and the offices to be closed on these days. Unanimously carried.

MOTION: Was made and seconded to conduct the re-organizational meeting for 2006 on January 3, 2006. Unanimously carried.

12.) Appointments to Various Boards/Commissions

The following list is for appointment or re-appointment of Board or Commission members whose previous appointments has elapsed.

- A. Municipal Authority – (5 year term)
Presently: Wynanne Demler
APPOINT: Wynanne Demler EXPIRE: 12/31/2009
- B. Planning Commission – (4 year term)
Presently: Bill Tice & John Scheer
APPOINT: Bill Tice & John Scheer EXPIRE: 12/31/2008
- C. Park & Recreation - (3 year term)
Presently: Steve Smith
APPOINT: Steve Smith EXPIRE: 12/31/2008
- D. Vacancy Board – (1 year term)
Presently: Darlene Martin
APPOINT: Darlene Martin EXPIRE: 12/31/2005
- E. ELECTED AUDITOR – (6 year term)
Not applicable this year due to an election year.
- F. Authority/Township Joint Arbitration Board (1 year term)
Presently: Supervisor – Ken Artz
Resident – Hiram Brightbill
APPOINT: Supervisor - Ken Artz EXPIRE: 12/31/2005
Resident – Hiram Brightbill

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. 1-2005

The appointment of a Zoning Hearing Board requires the adoption of a Resolution.

Presently: John Resanovich, Sr.
APPOINT: John Resanovich, Sr.

MOTION: Was made and seconded to adopt Resolution No. 1-2005 appointing John Resanovich, Sr as a Zoning Hearing Board member. Unanimously carried.

14.) Motion to Approve the December 20, 2004 Minutes

MOTION: Was made and seconded to approve the minutes from December 20, 2004. Unanimously carried.

Chp Artz questioned the traffic light “loop” issue at the intersection of Rte 422 and N 15th Ave. He asked if this issue had been addressed since the last meeting. Suv Brensinger said there was work completed on the “loops” and the traffic light is functioning. He said Chf Wolfe has not reported any further information to him. The Officers were asked to keep an eye on this situation.

15.) Motion to Approve Payroll and Payment of all Invoices Subject to Audit

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

TOWNSHIP MANAGER’S REPORT (Cheri Grumbine)**A.) Yard Waste Facility Permit Renewals**

Mgr Grumbine announced that the Yardwaste permits are to be renewed at this time. The fee has remained at \$20 for Residential and \$200 for businesses (located in NL Twp) for the year. She mentioned that next year the possibility of waiting until January 31st for de-activation of the cards has been discussed. This would allow for a 30-day grace period. Chp Artz said this is an issue that the Board would take a serious look at in 2006.

Bruce Sattazahn questioned if there were invoices mailed to the residents/businesses who hold a yardwaste facility permit. Also does he understand that as of midnight December 31st the cards are no longer active? Mgr Grumbine replied that as of 7:30 AM this morning all permits were turned OFF. Sattazahn asked how involved or expensive would it be to send an invoice to everyone? Mgr Grumbine stated there are over 800 cards issues. Suv Hawkins said it would not be worth the expense of invoicing while charging only \$20 per year. Mgr Grumbine explained that the individuals were being told as they applied for a permit that the expiration would be Dec 31st and a renewal would be needed as of 1-01-05. Also there are signs posted at the gate.

B.) Appointment of Chubb & Associates – All Funds Audit 2005

As required the Twp has advertised for the appointment of Chubb & Associates to perform the “All Funds Budget” for 2005.

Appointment of Chubb & Associates (con't)

The Board is being asked to approve the appointment as advertised for tonight's meeting. A copy of the proposal from Chubb & Assoc has been provided for the Board members. With the completion of 2005, the completion of the GASB requirements will have been met. Each year one of the requirements was "tackled". One item was completed each year so as not to have to deal with the all the requirements at once. Mgr Grumbine suggested that in 2006 a request for quotes could then be advertised. This would give a good comparison in the pricing.

MOTION: Was made and seconded to approve Chubb & Assoc. to conduct the Twp 2005 "All Funds Budget" audit. Unanimously carried.

C.)Adoption of Fee Resolution 2-2005

The Board annually reviews the Twp fees in order to make any revisions in pricing for services. Resolution No. 2-2005 is being presented to the Board for adoption. There have been some additional information added however there are no fee changes from 2004 to 2005.

MOTION: Was made and seconded to adopt the fee schedule for 2005 listed in Resolution No. 2-2005. Unanimously carried.

D.)Non-Emergency Fire Company Activities

Non-emergency activities lists have been received from Ebenezer and Weavertown Fire Companies. Mgr Grumbine is asking for approval for the provided list of activities. Hopefully the other 2 fire companies will submit their lists for the next meeting. Suv Hawkins mentioned the Bingo listed for Weavertown. Is this something they are already involved with? She said she had noticed the sign posted outside the new hall about upcoming activities for Weavertown. Suv Brensinger stated that currently it is held at the Hebron facility.

MOTION: Was made and seconded to approve the 2005 non-emergency activities for Ebenezer and Weavertown Fire Companies. Unanimously carried.

E.)Codification of Twp Ordinances – Penns Valley

Mgr Grumbine explained that the annual codification of the ordinances is being reviewed. A proposal from Penns Valley has been received for the updates required. Sol Wolf and Mgr Grumbine have reviewed the information already. The Board is being asked to approve the agreement with Penns Valley for the codification of the Twp Ordinances up to and including 2004.

Martin Barondik questioned if this book that is being discussed is for NL Twp only? Mgr Grumbine answered yes it is.

MOTION: Was made and seconded to approve the agreement between Penns Valley and the township for the Codification of the Twp Ordinances. Unanimously carried.

COMMENTS FROM BOARD MEMBERS

A.)Suv Artz

Suv Artz said he wanted to comment on the Road Department. He feels Ed being Roadmaster has benefited the township greatly. The department seems to be stronger than in previous years and he is thankful for that. He also commented on Suv Hawkins' first year in service and thanked her for her input.

There being no more business, meeting was adjourned.

Respectfully submitted,

Theresa L. George
Recording Secretary