

**MINUTES  
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS  
JANUARY 5, 2009**

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:

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

Also in attendance were Kathy Hackleman of the Lebanon Daily News and Roger Sands of the Patriot News, and several other individuals.

**REORGANIZATION FOR 2009**

**1.) Oath of Office:** There is no new Supervisor for 2009.

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

**MOTION:** Was made and seconded to have all existing Board positions remain the same for 2009; Ed Brensinger as Chairman, Ken Artz as Vice-chairman and Dawn Hawkins as Treasurer. Unanimously carried.

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

**MOTION:** Was made and seconded to appoint Cheri F. Grumbine as 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 S. 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 Fulton Bank, Sovereign 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.

**7.) Motion to Appoint SEO (Presently Lebanon County Planning Dept – Gordon Sheetz and Alternate, Mandy Fidler)**

**MOTION** was made and seconded to appoint Lebanon County Planning Dept – Gordon Sheetz SEO and Mandy Fidler 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.

**9.) 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 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 receiving their regular employee wages while in attendance. Unanimously carried.

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

**MOTION** was made and seconded to affirm Ed Brensinger as Roadmaster of NL Twp for 2009. Unanimously carried.

**11.) Motion to Approve Board Meeting Schedule for 2009**

The dates had been advertised for the first and third Mondays of the month unless a Holiday, then the meeting is held on Tuesday. January –May (1<sup>st</sup> Monday only in April-PSATS Convention 3<sup>rd</sup> Monday) and October-December. For the months of June, July, August and September the meetings are to be held on the third Monday only. All meetings commence at 7:00PM @ the Township Building. The re-organizational Board meeting is being held Monday, January 4, 2010, per Twp Code.

**MOTION** was made and seconded to approve the Board of Supervisors meeting schedule for 2009. Unanimously carried.

**12.) Motion to Approve 2009 Holiday Schedule – Dates Offices Closed**

Good Friday	April 10	Election Day	November 3
Primary Election	May 19	Veterans Day	November 11
Memorial Day	May 25	Thanksgiving Day	November 26
Independence Day	July 4	Christmas Day	December 25
Labor Day	September 7	New Year's Day	January 1, 2010

**MOTION** was made and seconded to approve the Holiday schedule for Non-Uniform 2008 and the offices to be closed on these days. Unanimously carried.

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

- A. Municipal Authority – (5 yr term) TO EXPIRE: 12/31/2013  
APPOINT: Susan Switzer Pierce
- B. Planning Commission – (4 yr term) TO EXPIRE: 12/31/2012  
APPOINT: William Tice  
Charles Allwein, Sr.
- C. Park & Recreation - (3 yr term) To EXPIRE: 12/31/2011  
APPOINT: Constance Snavelly  
Gary Zelinske



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**TOWNSHIP MANAGER'S REPORT (Cheri Grumbine)****A.)Appointment of CPA – All Funds Audit 2009**

Advertisement for the auditing of a CPA firm to perform the All Funds Audit for 2009 has been completed. Mgr Grumbine is suggesting Brown, Schultz, Sheridan and Fritz be appointed. The Township has used this firm in the past and was satisfied.

**MOTION** was made and seconded to appoint Brown, Schultz, Sheridan and Fritz as the firm to perform the All Funds Audit for 2009. Unanimously carried.

**B.)Proposal from Chanceford Twp**

A proposal from Chanceford Twp has been received to purchase the 1994 Ford truck, with plow, for the amount of \$21,000. This truck was scheduled to be replaced either through a Recycling Grant or our Liquid Fuels Fund for 2009. Chanceford Twp has purchased used equipment from NLT previously and had been satisfied. They are looking to purchase this truck now in order to have for use during the winter maintenance season. Roadmaster Brensinger has indicated he feels comfortable going through with the sale at this time as we have ample equipment to complete any required winter maintenance. Suv Brensinger stated he would answer any questions there might be. Suv Hawkins asked if the proposal is a fair offer. Suv Brensinger stated he is satisfied with the offer considering the used vehicle market at this time.

**MOTION** was made and seconded to accept the offer of \$21,000 from Chanceford Twp for our 1994 Ford dump truck with plow attachment. Unanimously carried.

**C.)Wood from Lenni Lenape Site**

During the December 15<sup>th</sup> meeting the subject of cutting wood obtained from the Lenni Lenape Park was discussed and tabled until more information could be obtained. Mgr Grumbine is asking if the Board is now ready to make a determination on this subject. The Supervisors discussed some of their thoughts. They were in agreement to approve the wood being cut into cords and sold. After a couple cords are completed they would like to evaluate the time spent on this project and see if the individuals wish to continue with this project. Suv Brensinger asked that the amount of time be tracked to judge the length of time it actually takes.

**D.)Appointment of Delinquent Tax Collector**

Parker Collection Agency has informed us that the business will be closing effective 12/21/2008. Parker will continue to complete the business of collecting all existing delinquent taxes (2005, 2006, 2007) but will not handle any NEW business (2008) from their existing clients. Mgr Grumbine has contacted Keystone Collections to obtain a draft agreement and Resolution to review. Unfortunately the documents were received too late to review before this meeting. Mgr Grumbine explained the only problem will be with paying any delinquent Street Light and Per Capita taxes until we get this all straightened out. After Mgr Grumbine and Sol Wolf will review the agreement and Resolution she will bring this issue back to the Board for their action.

**E.)Pertinent Matters**

1. The Yard Waste Facility Card renewals are due for 2009 and has increased to \$30 for Residential. The time period covers 1-02-09 through 12-31-2009. Commercial access is \$275.00 for fewer than 100 uses per calendar year (2008) and \$550.00 for over 100 uses.

2. The Christmas Tree Recycling Program continues until February 13. All trees should be undecorated and not be bagged. The trees should be placed outside the Yard Waste Facility fence.

3. Reminder to Complete Survey on Open Burning by 1/31/09 which was included in the most recent Newsletter. The completed survey may be dropped in the drop box, mailed or dropped off in the office.

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4. Fire Escrow –The house located on 1007 Mechanic Street has been removed and the escrow money that had been posted was released. Mgr Grumbine corrected her previous statement to let the Board know the escrow is only held until the damaged structure is removed.

5. PSATS Appointment – Ed Brensinger was again re-appointed to sit on the PSATS Committee for Townships whose population is higher than 10,000. Congratulations to Ed Brensinger.

**COMMENTS FROM BOARD MEMBERS**

**A.)Suv Ed Brensinger – New Truck 2009 Budget**

Suv Brensinger stated that due to the approval for selling the 1994 Ford Truck he would like the nod of approval, from the rest of the Supervisors, to begin research and get some numbers together for the replacement vehicle. Even if a truck was ordered now it would not be received until May at the earliest. When asked what exactly he is asking for, Ed replied he would like to proceed, at the very least, with getting prices together. This truck was considered and included in the 2009 Budget. Suv Hawkins suggested he finalize the numbers and bring it back to the Board. Suv Artz agreed with this suggestion.

There being no more business, meeting was adjourned.

Respectfully submitted,

Theresa L. George  
Recording Secretary