

**MINUTES
NORTH LEBANON TOWNSHIP BOARD OF SUPERVISORS
DECEMBER 20, 2004**

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 Rd, Lebanon, PA with the following people present:

Kenneth C. ArtzChairperson
Dawn M. Hawkins.....V-Chairperson
Edward A. BrensingerTreasurer
Cheri F. GrumbineTwp Manager
Kim R. WolfeChief of Police
Frederick S. WolfHenry & Beaver, LLP

Also in attendance was: Chris Brown of the Lebanon Daily News, Theresa George, Twp employees, and at least 6 other individuals.

The meeting convened at 7:00 PM and the pledge to the flag was done.

COMMENTS FROM THE PUBLIC

A.)Gary Leaman – St Stephens U.C.C.; Conditional Use Application

The meeting started with comments from Gary Leaman representing the St. Stephens United Church of Christ. The church is considering placing a new sign on the property, which is located off Grace Ave. Mr. Leaman presented some drawings for the Board to review. The proposed sign will be replacing the existing temporary sign. The temporary sign will be moved farther back on the property and will be used in the future for an activity sign. Suv Hawkins asked if the activity sign would be a permanent sign. Lehman explained the activity sign will be constructed to be mobile and will be put into place only as needed. Mr. Leaman explained the plans for the proposed sign, which will be a cross. The cross will be constructed in a garden type setting. There will be 2 side signs that will be illuminated.

Mr. Leaman showed a drawing of what the signs would look like from the intersection of Hunters Chase Lane and Grace Ave. On his drawings he has depicted the clear sight triangle for motorists. The problem is that the required 25-foot setback cannot be met. Also the square footage exceeds the 16 square foot maximum. Leaman continued by describing the dimensions of the proposed cross sign. He described the slope of the area where the signs are to be placed. The slope of the area restricts the placement of the sign, for visibility. Leaman told the Board he had reviewed oncoming traffic for the visibility factor. It took approximately 4 seconds for the traffic to pass this point. To place the sign further back on the property would decrease the visibility of the sign.

St Stephens U.C.C.; Conditional Use Application (con't)

Mr. Leaman said he had attended a Zoning Hearing Board meeting thinking he had to seek a variance. Julie Cheney, of Lebanon County Planning Dept., explained he needed to seek a “Conditional Use Permit” from the Township. Some of the Board members had questions for Mr. Leaman. Chp Artz questioned why the sign is proposed to be placed perpendicular to the road? He was told that way it is visible to motorists from both travel lanes. Is it going to be a rolling or flashing sign? No, it is to be permanent. A Plexiglas board with vinyl letters. Suv Hawkins asked how many feet back is planned for the placement? Leaman responded 42’ and 3” from the center of the road. She mentioned his remark about not meeting the 25’ setback. Mr. Leaman said the setback is measured from the Twp right-of-way. The existing sign is already more than the permitted 16 square feet. It measures 4’x 8’ sheet of plywood on double posts. The proposed sign will also exceed the 16 square foot maximum.

The Supervisors took several minutes to review the drawings available. Some discussion continued about the materials and the plans for the mounting of the sign. Suv Brensinger referred to the 25’ setback by saying this proposed sign is cannot be missing the 25’ by much. Some talk followed about the dimensions of the signs. Suv Brensinger confirmed the cross would be the highest elevation at 16’. Mr. Lehman told the Board the sign would be constructed of galvanized steel and powder coated white. Chp Artz told Leaman his concern is that the sign not be so distracting to drivers.

Suv Brensinger questioned Mgr Grumbine what exactly is needed from the Supervisors for this project. Mgr Grumbine explained this is a “conditional use”. North Lebanon Twp has restrictive regulations so a few years ago it had been decided to have applicants come to the Supervisors first, for their opinion. After that the applicant would go to County to apply for a building permit. Mgr Grumbine spoke to Chf Wolfe asking about anything he might wish to add to the conversation in regards to traffic difficulties. Chf Wolfe said he was concerned about the line of sight when positioned in the intersection. Chf Wolfe said he is not aware of any complaints about the existing sign. Suv Brensinger told Chf Wolfe the sign is positioned outside the “clear sight triangle”. Mgr Grumbine asked what frontage the diagram showed for the clear site triangle to which Mr. Leaman answered 75’. Mgr Grumbine shared that Julie Cheney expressed no objections to the sign, design or placement. She did realize the application needed the approval form the Township first before any permits were issued from the County.

When asked to give an opinion or comment, Suv Hawkins stated she has not problem with this sign. She said it appears to be tastefully designed and the placement seems to be in a good location. She stressed to Leaman that the Board’s concern is the traffic and difficulties that could be created by placement of signs. Suv Brensinger said he agrees with Suv Hawkins statements. This sign appears to be tasteful in design and not too distracting to the motorists.

St Stephens U.C.C.; Conditional Use Application (con't)
Martin Barondik – New St

Mr. Barondik questioned if anyone, Supervisors or Twp Manager, has been to the sight where this sign is to be constructed. At this point all you are doing is looking at paper. Once the sign is completed and there is something not quite right about the sign, then what, asked Barondik? He said he thinks someone should at least see the “physical lay of the land” before giving permission for this sign to be constructed. Suv Artz told Barondik that he is very familiar with the “lay of the land”. Mr. Barondik then said that was his point. Someone should know the lay of the land before any permission is granted. The fact that this is for a church should not be a consideration stated Barondik. He continued onto say that looking at plans on paper is very different than seeing the actual thing. Mr. Leaman questioned why it would be different. The design on the plans will used to fabricate the finished product. Mr. Barondik said if he were a Board member he would like to visit the sight and ask questions about how the construction and the finished product would look. Suv Hawkins told Barondik that he would be risking having to remove anything that is not completed within the limits discussed and agreed upon this evening. Barondik responded with the comment and then a reporter gets a hold of it and then the Twp looks like the “bad guy” for picking on a church.

Chp Artz asked his fellow Board members what their recommendation is for St Stephens UCC request.

MOTION: Was made and seconded to approve the request from St. Stephens U.C.C. regarding the proposed sign design and for a variance from the 16 sq ft maximum and the minimum 25’ setback. Unanimously carried.

B.)Jere Putt – 1505 Jay St

Mr. Putt informed the Board he had a person interested in purchasing his farm located off Jay Street. This individual has expressed an interest in constructing another building on the property. Mr. Putt reminded the Board that during the hearing for his re-zoning request erection of another building had been discussed. He had been told at that time that he was able to construct another building without anyone being able to deny it. Putt asked the Board if he could have something in writing, which states another building could be constructed on the farm property.

Chp Artz explained that an answer given tonight would be difficult for the Board to do. There are many different questions that need to be addressed. That fact that he is looking at selling to a new owner would be a different scenario than if Mr. Putt still owned the farm and was completing a new building. Chp Artz looked to Sol Wolf for a direction on Mr. Putt’s request.

Sol Wolf suggested to Putt that he provide information to the Twp Manager regarding the size of the proposed building and perhaps a location of where this new building is to be constructed.

Putt – 1505 Jay St (con't)

Also the use of the building is important. Mr. Putt stated it would be to house additional pigs. He stated that the public told him, during his zoning hearing, that they wanted more pigs. Suv Brensinger said if County has already told him he could have another building at this location, his only other hurdle would be to meet all the other criteria, such as the nutrient management etc. Suv Brensinger said these are issues the would need to be met regardless. Putt agreed but said it is not worth going through all the other issues if the Supervisors are going to deny him (or the other person) the second building.

Chp Artz asked Mr. Putt to submit the information the Solicitor had suggested to Cheri Grumbine. Mr. Putt stated he does not see how the Board could turn him down. When he wanted to re-zone they denied him then. Sol Wolf told Putt that is not what is being said to him. He is requesting a written permission form the Supervisors to construct another building on his farm property. They are asking him to provide information as to the size, location and use of the building in order to review and insure the building would meet all the regulations of NL Twp and County Planning. Then they can advise him (or the new owner) as to what procedure to follow. Once that is all determined then the written information could be provided.

Martin Barondik – New St

Mr. Barondik asked the Board what happens when Putt, or the new owner, gets permission and begins construction on the new building and all the concerned citizens that packed this meeting room before show and say “Oh no, we don’t like this.” What happens then asked Barondik?

Sol Wolf explained that Jere Putt had sat on a committee the Twp had created to discuss different farm related scenarios. The committee had decided this was the procedure that would be followed. Mr. Putt is here to present the information and if he is able to meet all the regulations, it does not matter how many people protest. If all the regulations can be met their opinion are of no consequence. Sol Wolf said the only other alternative the public would have is to ask Mr. Putt to reapply for a zoning amendment. Chp Artz asked Mr. Putt if this answered his questions. Putt replied now he knows what he has to do.

Boy Scout Attendance

Chp Artz recognized the Boy Scouts in the audience. He asked if there was a specific purpose for attendance. He was told it is required in order to receive a merit badge. He asked if they would give their names, for the record. The names were T.J. Galanos and Brad Miller.

APPROVAL OF MINUTES

MOTION: Was made and seconded to approve the minutes from December 6, 2004. Unanimously carried.

APPROVAL PAYROLL, PAYMENT OF INVOICES, FUND BALANCES

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

CHIEF OF POLICE REPORT – Kim Wolfe**A.)Calls For Service – November 2004**

Chf Wolfe provided the following report for the month of November:

1. Calls for Service totaled 272
2. 40 Criminal arrests
3. 85 Traffic arrests
4. 18 Court dates
5. 37 Warnings
6. 10 Burglar Alarms
7. 1 Assault or aggravated assault
8. 10 Domestic situations
9. 1 DUI arrests
10. 21 Police Assists
11. 7217 Miles logged on the cruisers

Chp Artz questioned the number of Police Assists reported. Do you know the exact municipality that requested the most assists? Chf Wolfe responded the majority was to the South and North Cornwall. There are not very many made for the City. Chf Wolfe explained it is usually County as the communication with each other is direct. The City has a different radio frequency and communications are not direct.

B.)George Hardick – Progress on Clean Up

Chf Wolfe told the Board that Sol Wolf had informed him there has been some progress with this issue. Sol Wolf stated he had met with Mr. Hardick and reviewed the property. The location has been cleaned out where the new building is to be constructed. He is currently waiting to hear from the contractor to confirm all the details that Mr. Hardick had given to him during his visit. It would appear that as soon as the building materials are delivered the construction would begin. Sol Wolf asked Suv Brensinger if construction could be completed once the weather gets cold. Suv Brensinger replied that typically once the ground freezes it would be very difficult. He then asked if this is to be a “pole building”. Sol Wolf stated he thinks that was the term used to describe it. Suv Brensinger said that the frame could be constructed even though it is so cold. Sol Wolf continued on by saying the frame will be constructed and then the inside completed. He repeated he is waiting for verification of this information.

C.)Bicycle Donation to Toys for Tots

Chf Wolfe updated the Supervisors on the donation of the unclaimed bicycles to Toys for Tots.

Bicycle Donation to Toys for Tots (con't)

Chf Wolfe was able to make contact with Mr. Gingrich and had been told he would get back to him this week yet. He mentioned the Twp being able to transport the bicycles, which would be a big help since Mr. Gingrich only has a van and there are a lot of bicycles. Chf Wolfe hopes to have final arrangements made this week.

TOWNSHIP MANAGERS REPORT – Cheri F. Grumbine**A.)Resolution No. 33-2004; 2005 All Funds Budget**

The final 2005 All Funds Budget is being presented to the Board for approval this evening. As reported previously the Budget reflects no increase in taxes for the 2005 year. With the County Commissioners changes in the real estate assessment, the previous ratio of 12 mils has now been determined as 6 mils for the year 2005 with no financial difference to the property owners. Following this year's adjustment the Twp is limited to a 5% increase the first year following a predetermined assessment ratio.

MOTION: Was made and seconded to adopt Resolution No. 33-2004 accepting the 2005 All Funds Budget and the real estate ratio adjustment for 2005. Unanimously carried.

B.)Resignation of Tom Parry – Municipal Authority (effective 12-31-04)

Mgr Grumbine told the Board that Tom Parry, Chairman of the Municipal Authority, has announced his decision to resign from the Authority Board effective December 31, 2004. Mr. Parry stated his reason for leaving as relocation out of the Twp. The Board of Supervisors is being asked to take action to accept this resignation effective 12-31-04. According to records Mr. Parry has served on the Authority Board since 1990 and acted as Chairman since February of 1999. A letter of appreciation will be prepared for the years of service Mr. Parry has contributed on the Authority Board and also stating acceptance of his resignation, with regrets.

As a follow up to the resignation the Supervisors will be receiving a recommendation from the Authority, made at their January meeting, for Mr. Parry's replacement. There have been several inquiries from interested individuals.

MOTION: Was made and seconded to regretfully accept the resignation of Tom Parry, effective 12-31-04, from the Municipal Authority Board. Unanimously carried.

C.)Mold Report from ATC

Mgr Grumbine reported to the Supervisors on situation with the Police Department and a probable mold problem. On September 30th Chf Wolfe reported that the employees from his department had noticed a distinct odor. Chf Wolfe reported the odor was due to mold. Dave Strohm, maintenance foreman, contacted ATC Assoc. and scheduled an appointment for a visit to the site as soon as possible.

Report from ATC (con't)

On Tuesday October 5, 2004 ATC visited the site and took air quality samples as well as moisture readings from various locations throughout the police department. Dave Strohm immediately removed a small area of mold-impacted materials from within the Police Station Men's Locker Room. Other area where a high moisture content was detected was also treated. All work was completed by October 15 and on Monday October 25 ATC again visited the site to perform post remediation microbial evaluations.

Mgr Grumbine is providing both reports, from October 5 and October 25, from ATC for the Supervisors review. She told the Board she is also providing a copy of these reports to Chf Wolfe as well as the insurance representative who is handling the worker's compensation case. The Police Dept had requested the area around the Police Officer's Cubical area be tested as that was the area the strongest smell was coming from. The report from ATC stated the "total non-cultural spore concentrations found in the Police Officer's cubicle area was lower than outdoor total non-cultural spore concentration with similar fungal types dominating the samples". Chp Artz said he felt that Dave Strohm should be commended for his quick and thorough response to take care of this situation.

D.)Complaints on Loop Sensors; Southbound N 15th Ave @ Rte 422 Intersection

A MEMO, dated November 15, from Chf Wolfe to the Board noted several complaints received from motorists who travel N 15th Ave and enter Rte 422 from a southbound direction. The complaints have been about the amount of time it takes for the traffic light to change from green to red. The wait time now is very lengthy compared to the past time wait. Some of the complaints have voiced witnessing annoyed motorists traveling through the steady red light or using Blouch's parking lot to go around the problem.

The Chief has reported he believes the problem to be associated with the roadway being repaved recently and has discussed the problem with C.M. High. Their response was to agree that the loop sensors had been disturbed while the repaving process was being completed. C.M. High has put together a proposal to complete the necessary work to adjust this situation.

Contact with PADOT was made on December 8 and a response was had from PADOT on December 16. Mgr Grumbine spoke to Jeff Wolf from PADOT who agreed the sensors were disturbed during the paving project this past summer. Just today a phone call was received from Scott Naser of the PaDOT traffic Unit. He has scheduled an appointment for the loop sensor along Rte 422 in front of White's H.D. to be repaired tomorrow @ 8:00 AM. This repair should take care of the "wait" problem while traveling on N 15th Ave. Mgr Grumbine has spoken to Chf Wolfe about this situation and asked that the officers monitor the situation for a time to determine if the problem has been fixed. If necessary she would contact PADOT (Scott) to request additional work be performed on the loops until this problem is corrected.

E.)Agreement with Sandra Binner

On March 15th an agreement between Sandra Binner, of 1660 Grace Ave, and the Supervisors was entered into to allow the construction of her new home and the removal of her existing mobile home when the new home was completed. An inspection of the area recently revealed the new home is completed and the mobile home has now been removed. The agreement has now been satisfied.

F.)Annual Activity Report – Planning Commission

The PA Municipalities Planning Code requires the Planning Commission to submit a year-end activity report. The report contains all the subdivision and Land Development plans reviewed by the Planning Commission and the recommendations made to the Board of Supervisors. Also included in the report is information on sketch plans reviewed and 2 Zoning Amendment petitions that were reviewed and recommended to the Board.

G.)Assessment Appeal – Joel Inc.

The Twp has received information about an appeal filed with the Prothonatory's Office on November 22, 2004 on behalf of Joel Inc. The previously scheduled hearings has been continued for February 22, 2005 at 8:30 AM in courtroom No. 4. The original assessment of \$400,900 for tax parcel 27-057F-760 is what the appellant is appealing. Suv Brensinger asked if it is known what amount the owner is proposing the assessment be set at. Mgr Grumbine explained probably the original appeal had the information but she does not have that information available at this time. He then questioned if Joel, Inc. was granted a TIF or LERTA status when first constructed? She responded she is not sure if this was a part of the LERTA status granted for that particular industrial park or not. As she recalls there were some LERTA properties but she could not recall which ones where and which were not.

Sol Wolf said he remembered they were the first to go into the park so they might have been a LERTA property (tax incentive). Sol Wolf asked if the property has been transferred to a new owner. He was told yes the transfer has been completed and was reported in the newspaper.

H.)Free Christmas Tree Recycling Program

Free Christmas tree disposal is being offered by the GLRA again this year. The Christmas tree disposals will be accepted from December 27 through Saturday February 12 from Lebanon County residents only. The Township will also accept Christmas tree drop offs from North Lebanon Twp residents, only. The time frame for the drop is the same as the GLRA's, from December 27 through February 12. The trees should be placed just outside the compost facility.

I.)Zoning Amendment Petition – Harlan Bross (Evelina Krall POA)

The Board has received a Zoning Amendment request that had been made through the Lebanon County Planning Department. The petition is for 34+ acres of land located south of Weavertown Road and east of Narrows Drive. The current zoning is both R-2 (High Density Residential) and Industrial. The petitioners are seeking to rezone the Industrial portion of the property to the R-2 High Density Residential Zoning District. A date should be scheduled, by the Board, for a public hearing on this request. After a date has been set, LCPD will be contacted for a recommendation. The NL Planning Comm will also offer a recommendation to the Supervisors after a review of all the information and before the scheduled hearing. The property will be posted with the date of the public hearing.

Suv Brensinger questioned if a portion of this property is already zoned R-2. Mgr Grumbine said she believes it is the portion where the homestead is located that is already R-2. The open land that is currently being farmed is Industrial. Some conversation followed about the Union Canal Elementary School and the zoning of this property when the school had been built. Mgr Grumbine said she thinks the area where the school had been built had to be rezoned to allow for the construction of the school. Suv Hawkins questioned the zoning of the area across the street from the school. She was told it is R-1 (Low Density Residential). Suv Hawkins then questioned what the zoning is on the south side of the school. Mgr Grumbine replied it is R-2 as Penny Lane is townhouses and would have to be built in an R-2 zone.

After some discussion it was proposed to hold the public hearing on February 21, 2005. Sol Wolf said that should allow enough time to coordinate the other requirements necessary before the public hearing.

SOLICITORS REPORT - Frederick Wolf**A.)Boundary Line with Bethel Twp**

Sol Wolf reported some real progress is now being made. He provided a copy of an agreement, which Bethel Twp has prepared. There is a page of information, which will be marked as an Exhibit for the Assessment office regarding the one property that will be affected by the relocating of the Twp boundary line. Although it will be located in NL Twp the billing for taxes will done for Bethel Twp. This will be effective as long as the current owner or a member of the immediate family has ownership of the property. As soon as this information is received from the Assessors office, it will be included in the agreement. Both municipalities will then be asked to sign the agreement and it will be presented to the court. Sol Wolf said he would have to check with Gary Matthew as to whether or not all the monuments are in place.

B.) Spruce Park Determination – Real Estate Transfer Tax

The Cornwall-Lebanon School district has contacted Sol Wolf to indicate they are interested in filing a claim along with the Twp. The School's Solicitor has stated the information needed from the School District will be provided by the end of the year in order to proceed with the filing of the claim against the previous owner of Spruce Park. The claim will be for \$4,000 (each) and all penalties and interest owed to the Twp and the School District.

C.) Mechanic Street Property – Approval to Contract for Public Auction

Sol Wolf said he is recommending to the Board is to notate on the Deed for the Mechanic St property R-O-W just as it had been presented on the Twp's deed. This will eliminate the need to prepare and follow through with a subdivision plan process. A R-O-W agreement had been entered into with Met Ed when the Twp received the deed for the property. When selling the property to another interested party, the Twp will refer to the existing agreement with Met Ed and the agreement will carry over to the new owner as well. This will ensure Met Ed the right to use the property for any repair or maintenance work for the poles or Met Ed lines. It has already been decided to have Nelson Ebersole pursue Public Sale of the property. After receiving a legal description of the property we can move forward with the next step.

D.) Long Lane Manholes

The issue of the manholes located on Long Lane was discussed at the Supervisors meeting originally. Martin Barondik did attend the Municipal Authority meeting to bring up this issue with them. The Authority directed Mike to meet with Ed and review the situation and come up with a recommendation of how to make the manholes compatible with snow plowing problems and still be acceptable to motorists. A joint recommendation will be made to the Supervisors and the Authority. Sol Wolf stated that the recommendation should be forthcoming sometime next month.

E.) Homestead Acres – Dedication of Streets

Sol Wolf reported he and Bonnie Grumbine have been working for several months reviewing legal descriptions for dedication of portion of the streets located in Homestead Acres. After several meetings with several corrections the information is now in final form and ready to be completed. The deed for dedications will be prepared and presented to the Board for review and adoption. Hopefully this will be completed before the end of this year.

Mgr Grumbine explained an agreement has been reached between the Twp and Irvin Steiner to provide winter maintenance for some of the streets located in Homestead Acres. All the information will be completed for the dedication of the streets and then will be held until spring for submission to the state to be included with the Twp's Liquid Fuels, as we missed the deadline to be included with the April 1, 2005 allocation.

F.)General Manager for Building Expansion Project

Sol Wolf started to explain the processes for hiring a General Manager for the building expansion. At this point the Twp has requested Woodland Contractors to assist the Twp and the Architect in putting together the specs for the building. It has been done this way due to some problems that had been experienced with the last building that had been constructed. It has been suggested that all the contractors for the various phases of the building be contacted to obtain recommendations that should be included in the final design before everything is put out for bid. Woodland Contractors has been helping in developing the information for the specs. At this point we are about 90% through with the completion of the building design and the specs. The final documents are being put together with the assistance of Woodland Contractors.

A proposal has been prepared and presented to the Township for the job of Project Manager. Some of the services listed in the proposal are for the assistance in putting the specs together for bidding. The other services are for acting as Project Manager during the construction phase. Woodland Contractors does intend to be one of the bidders for the contract. If they would be the successful bidder the job of Project Management could not be done by them. Sol Wolf is explaining that the proposed agreement is not what he would like the Board to take action on. However he would like to suggest something be confirmed, in writing, from Woodland Contractors that they would continue assisting the Twp in compiling information for the bidding process. Also a price for this service should be separated out from the other services described in the proposal. The total price in the proposal, for all services, is \$3500. Sol Wolf would like the services being provided currently to be separated from the proposed services as Project Manager.

Suv Hawkins asked if this is the process a lot of people are doing for major construction projects. Do they hire a General Project Manager? Also why are we not getting applications from other firms to complete this service for the Twp? Sol Wolf said the Twp has the right to hire what is called Professional Services. If there is a prior history with someone you are comfortable with you can hire them. You are also able to screen applicants in order to hire someone to complete this task. You provide a description of what is to be done and then interview everyone that is interested and ask for their prices for the required services.

Suv Hawkins asked if this decision is being based on past work experiences with Woodland Contractors and the Twp feels comfortable with choosing a General Contractor using this method? She mentioned everyone has known this individual and worked with him in the past. She however does not know him and does not have that “comfort zone”. This person is not different to her than any other person. Is he one of few people who offer this type of service in the area? Or are there other people in the area that might offer this type of service? Sol Wolf said it is typical for municipalities to hire an architect for a building expansion of this size. That architect many times will have a person they use to complete the inspections. In this case, Bob Hoffman highly recommended that this procedure be used rather than the Architect. As this individual has more experience with the schools and people in this area, the process of having a General

GM for Building Expansion Project (con't)

Project Manager has worked out better than using the services of an Architect. Sol Wolf said people outside of this area would probably have to be interviewed. He personally does not know of any businesses in Lebanon area that would provide this service.

Suv Hawkins said she needed clarification. If this company was chosen to complete the contract then his company could not be General Project Manager. Is this correct? Sol Wolf agreed this was correct. It would be considered a conflict of interest. Sol Wolf explained that with some of the smaller projects the Twp has completed recently, Dave or Ed was able to oversee them. A project of this scope would be too much for either of them to oversee. Suv Hawkins said she would not want to place that big of a responsibility on either of them anyways. The job of assisting the Twp in compiling all the information and getting it ready for bidding should be decided now and the decision for a Project Manager can be made later once all the bidding documents have been completed and placed out for bids. Suv Hawkins said and there could be someone who would offer these services at a lower cost. Sol Wolf agreed that could be possible. He explained that sometimes the lowest cost is not the deciding factor. Sometimes it is based on who best serves the needs of the Twp.

Sol Wolf said at this point the Twp has Woodland Contractors for their assistance in gathering information to prepare the specs for the bidding process. He would like permission to have the price separated out from the proposal that Woodland Contractors has provided to the Board. The rest of these descriptions contained in the proposal could remain the same.

Martin Barondik – New St

Mr. Barondik asked why was an Architect hired in the first place? The Architect is supposed to be in charge of the whole job. Suv Brensinger said the difference is in the rates that are charged. Barondik said he does not like what is being done here with Woodland Contractors. They are involved in putting the information together and then it is possible that Woodland would receive the bid to complete the job. Seems like collusion to him, said Barondik. Sol Wolf explained the Architect, structural Engineer along with the Twp have final say about what goes into the design. The Architect has recommended that advice be gotten from people who work on these projects, on an every day basis. Any other Contractor and Architect will benefit from the input that has been received.

Barondik stated that Woodland Contractors now has “a leg up” on this project. Sol Wolf disagreed with this remark. He said all that Woodland Contractors is doing is making a recommendation to the Architect. Barondik told Sol Wolf that he has heard word on the street that it is a forgone conclusion that Woodland Contractors will be awarded this bid. Sol Wolf again disagreed with this remark. Once the advertisement for bids is placed the Twp is expecting to receive a lot of bids from other Contractors. By law the various contracts have to be bid out separately. The general, heating, electrical and plumbing contracts have to separate out for bidding. All those various contractors will be invited to come to look at what is being designed and asked for.

GM for Building Expansion Project (con't)

By having someone give advise about what information to place in the specs, all contractors will be bidding on the same information instead of maybe something that would not be able to be done. Barondik asked why a General Manager from outside this area is not hired for this project? A neutral person who has nothing to do with the project and then no one can be accused of “holding hands” to get this deal. Barondik said he is in agreement with Suv Hawkins, he does not like this arrangement.

MOTION: Was made and seconded to give Sol Wolf permission to have a price for their coordinating and advising services to the Architect separated from the total proposal received from Woodland Contractors. Two votes from Suv Brensinger and Artz were in favor and one vote from Suv Hawkins against. The majority vote carries MOTION.

G.)Commitment for Financing – LVFB

Sol Wolf said he wanted to make sure the Supervisors had received the financial information from Lebanon Valley Farmers Bank regarding a commitment of financing for the building expansion project. Chp Artz asked if LVFB was the choice for financing. Sol Wolf stated that is something the Board must decide upon. A quote from other sources can also be obtained. Mgr Grumbine questioned the validity time for the letter of commitment. Her concern is the rate and not missing the opportunity of a lower rate. Sol Wolf said a request for an extension of time from the bank is always a possibility. Usually 60 days from the date of the letter is the standard.

Sol Wolf said if the Board is thinking about seeking other quotes it should be done soon. Chp Artz said he felt that LVFB rates were more than fair. Mgr Grumbine mentioned she spotted the date of December 15th on the letter. That makes us already past the date for a response. Sol Wolf said if the Board is interested he is sure they would grant an extension in the terms. Some of the options listed in the letter were discussed. Chp Artz said he feels an answer about an extension of the terms would be granted and then the option that the Board is interested in going with. Suv Brensinger questioned if a MOTION with a contingency on the terms were acted on tonight, would that lock the Twp into a commitment to follow through with the financing if anything else would change? Sol Wolf said the commitment would be an agreement but if something changed the commitment would not have to be followed through with.

MOTION: Was made and seconded to enter into an agreement of commitment with LVFB contingent upon their terms mentioned in the proposal still be applicable. Unanimously carried.

Sol Wolf said there are some pertinent information that can be discussed and decided upon after of the important decisions is made regarding the years of the loan and the monthly commitment amount. He said he could meet with Mgr Grumbine and go over some of these details at a later date.

H.) West Lebanon Twp & NL Twp – Costs for 25th St Maintenance

Sol Wolf reminded the Board this issue had been discussed at previous meetings. The maintenance costs for N 25th St is being shared by WL Twp and NL Twp. An agreement was drafted and provided to WL Twp for their review. It was agreed a surveyors sketch showing the area from the bridge to Union Canal Dr should be attached to the agreement. A section of road will be shown that will enter the Business Park and go toward the bridge that will be re-paved and from 25th St intersection up to Union Canal Dr, the street will be totally reconstructed. It has also been requested that the areas be marked that are located in WL Twp and the areas that are NL Twp. This information has all just been received. Sol Wolf will provide the Board with the information for their review of it. WL Twp's Solicitor will also receive a copy of the information.

COMMENTS FROM BOARD MEMBERS/ TWP MANAGER/PUBLIC**A.) Suv Dawn Hawkins**

Ms Hawkins discussed her first year in office as Supervisor for NL Twp. She said she wished to thank her fellow Board members for their patience with her, as she knows she can be trying at times. Chp Artz stated it is a growing experience, isn't it. Suv Hawkins said she looks forward to another good year in 2005. She also wished everyone a Happy & Safe Holiday.

B.) Suv Ed Brensinger

Suv Brensinger said he fell a little short of his goal of having the Bethel Twp issue settled by the end of 2004 so he will have to reserve comment and hope it is settled in 2005.

C.) Chp Ken Artz

Chp Artz commented he enjoyed serving as Chairman for the year and he extended thanks to his 2 fellow Board members for their cooperation and understanding. It is those 2 traits that make the job work better. There are times when the 3 of them do not agree but the issues are worked through. He feels this has been accomplished this year. Holidays Greetings were extended from Mr. Artz also.

As there was no more business to conduct or discuss the meeting adjourned.

Respectfully Submitted,

Theresa L. George
Recording Secretary