

WEST LEBANON TOWNSHIP  
February 6, 2023

The regular meeting of the West Lebanon Township Board of Commissioners was called to order at 7:00 p.m. by President Harry Fox with the Pledge of Allegiance

The following were in attendance:

Commissioner Richard Pflueger	Treasurer: Julie Clouse
Commissioner John Brenner	Secretary: Antoinette Issis
Commissioner Michelle Testerman	Maintenance: John Brenner
Commissioner Harry Fox	Township Engineer: Mr. Joshua Weaber
Commissioner Phylis Dryden	Solicitor: Mr. Michael Light

Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the Board to approve the minutes as written January 3, 2023.

**VISITORS' ADDRESS:** There were 14 visitors in attendance.

Gary Verna wanted to introduce himself. Gary is the new deputy director for the Lebanon County Emergency Services after getting promoted in October 2022. John Brenner is West Lebanon Township's Emergency Management Coordinator and has completed all requirements for the Pennsylvania's Emergency Management certification requirements which has a lot of classes and education. John is one of the few individuals locally who has completed all requirements. Gary presented John Brenner a plaque from FEMA for completing all requirements. John has done a lot for the township and the county and Gary looks forward to working with John in his new role.

**COMMITTEE REPORTS:**

**Treasurer's report:** Copies of the report were given to the Board members and available to the visitors in attendance.

Lebanon County Treasurer Real Estate Taxes collected are \$10,312.85 from 12/22/22 to 12/31/22 Municipal (\$9,510.61), Street Light Taxes (\$802.24).

Lebanon County Treasurer Real Estate Taxes collected are \$1,096.11 from 12/01/22 to 12/30/22 Municipal (\$1040.31), Street Light Taxes (\$55.80).

Total monies in all West Lebanon Township accounts as of January 31, 2023, are \$1,715,668.33.

Phylis Dryden made a motion, seconded by Michelle Testerman, and agreed by the Board to accept the Treasurer's report.

**POLICE:** Chief Knight was in attendance and gave the report for the month of January 2023 as follows:

<b>Total Calls for the month</b>	<b>33</b>
<b>Traffic Arrests</b>	<b>01</b>
<b>Criminal Arrests</b>	<b>20</b>
<b>Parking Tickets</b>	<b>00</b>
<b>Faulty Equipment Cards</b>	<b>05</b>
<b>Non-Reportable Incidents</b>	<b>11</b>

<b>Reportable Incidents</b>	<b>27</b>
<b>UCR Crimes</b>	<b>14</b>

Chief Knight stated the biggest police incident was on January 26, 2023, around 3:30 am the police received an alarm from Boscov's for a burglary in progress. The suspect was caught in the store and was taken into custody safely and arrested.

Michelle Testerman asked if the criminal incidents during the month is an increase.

John stated that is an increase compared other months.

Michelle asked if some of that stuff is related to the recent vehicle break ins going on in the area. Chief Knight stated yes, and the car break ins are going on all around the township where they were breaking car windows and not just finding unlocked vehicles. Chief Knight reminded residents to not leave valuables in vehicles.

**SPEEDWELL FIRE COMPANY:**

Billy Testerman gave the following report for January 2023 as follows:

7 calls for the month with 21 personnel for 11 hours and 36 minutes.

Training hours for the month: 15 personnel for 29 hours and 30 minutes.

Billy stated Speedwell responded to the following calls:

- 1 extraction/rescues in township
- 2 MVA's in township
- 2 automatic fire calls in the township.
- 1 building fire in Lebanon City

Billy Testerman gave the following report for the year ending in 2022:

67 calls for the year with 270 personnel for 205 hours and 16 minutes.

120 personnel attended trainings, local, state, and certified classes for the year for 401 hours and 50 minutes.

Billy stated there are 2 personnel in the essentials program with the LCFA. They will be finishing up the line burn and interior class in April.

**HIGHWAY:** Phylis Dryden stated nothing to report for highway.

Phylis Stated there are going to be 3 positions for township commissioner for the upcoming election and forms for nomination can be obtained from the county. The last day to pick up a packet is March 7, 2023.

**WATER:** Richard Pflueger stated the daily average for the month was 32,645 gallons per day (GPD). The water tank is full. The total City of Lebanon Authority (COLA) water was zero (0).

Richard Pflueger stated 2232 Church Street still has not contacted or complied with the meter change out. The last request he never replied to, legal action needs to be looked at.

John asked Mike Light if Paul told him about the water meter changes in the township. Everyone in the township expect one individual complied.

Mike stated not when he spoke to him on Friday. Mike stated the letter got sent out on January 11, 2023, and they need to comply by February 15, 2023. Mike stated the township could file an injunction through the court specifically asking Elliot Vendetti-Houser to comply. That is the legal action to do.

Michelle stated the township cannot do anything until February 15 because that is the deadline the township gave.

John asked if they do not comply should the township contact Paul.

Mike stated yes and either Mike or Paul will draft the injunction.

Richard Pflueger made a motion, seconded by Michelle Testerman and approved by the board to file an injunction for Houser to comply with the meter change after February 15, 2023, if Houser has not complied. All in Favor.

**SEWER:** Richard Pflueger stated all Chapter 94 items are being worked on by engineers and to be submitted by the authority.

Richard Pflueger stated there are still have a couple rags a week coming into pump station.

**STORM SEWER/MS-4:** Richard Pflueger stated nothing to report.

Josh Weaber reiterated for the Chapter 94 port they have the meter readings and that is being put together. That is due February 28 and will be submitted in the next week or two.

**TOWNSHIP BUILDINGS:** Michelle Testerman stated the township started remodeling the upstairs due to insurance audit. The furnace and one room are 80 percent finished. The walls are painted, there are new walls, and it looks nice.

Phylis Dryden asked what will be done after it gets remodeled.

John Brenner stated the township wants to lease it out since there will be 900 square feet a room. John hates putting all that money into it however the insurance company wrote it up in the report.

**RECREATION:** Michelle Testerman stated nothing to report.

**PUBLIC SAFETY/CODE ENFORCEMENT/SANITATION:** John Brenner stated nothing to report.

**GREEN WASTE/RECYCLING:** John Brenner stated nothing to report.

John stated the 902 grant is being worked on.

### **Zoning:**

#### **Purchase Certificates issued as follows:**

No 29-2022 issued to Dukes Street Abstract for the property located at 2426 Mifflin Street Lebanon, PA 17046. Seller's Name: Harold Dice. Purchaser's Name: Craig Hasson.

No 31-2022 issued to Frank Stevens International LLC. for the property located at 305 N 24<sup>th</sup> Street Lebanon, PA 17046. Seller's Name: Kathleen Mandola & Dylan Schwartz. Purchaser's Name: Eva Frank.

#### **Zoning Permits Issued as follows:**

Z-23-2022 issued to North Star Construction Management for Bennett Hyundia Lebanon, 2101 W. Cumberland Street, building expansion.

Z-1-2023 issued to Groff Home Comfort Team for 337 N. 19<sup>th</sup> Street Lebanon, PA 17046 for 200 AMP Panel Replacement.

Z-2-2023 issued to ZimTech for 2429 Guilford Street Lebanon, PA 17046 for porch buildout.

**Building Permits Issued as follows:**

B-22-2022 issued to North Star Construction Management for Bennett Hyundai Lebanon, 2101 W. Cumberland Street, building expansion.

B-1-2023 issued to Groff Home Comfort Team for 337 N. 19<sup>th</sup> Street Lebanon, PA 17046 for 200 AMP Panel Replacement.

B-2-2023 issued to ZimTech for 2429 Guilford Street Lebanon, PA 17046 for porch buildout.

**FINANCE:** John Brenner made a motion, seconded by Phylis Dryden, and agreed by the Board to pay all the bills as submitted. All in Favor.

**OLD BUSINESS**

The secretary stated no old business.

**NEW BUSINESS**

Michelle Testerman made a motion, seconded by Richard Pflueger, and agreed by the Board to adopt Resolution 2023-03 authorizing John Brenner to sign and submit Penn Dot Paperwork for traffic lights on behalf of West Lebanon Township.

Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the Board to adopt Resolution 2023-04 approving Speedwell Engine and Hose Box Cards 39-01, 39-02 and 9-39.

Josh Weaber introduced the Homes for Life land development plan. What is being asked for as a conditional approval upon satisfying the township's zoning comments and comments from John Brenner for water and sewer. Also, on the conservation district approval. The south end of the property is located at Washington Alley and 22<sup>nd</sup> Street. The plan proposes an extension of 22<sup>nd</sup> Street to form a cul-de-sac and a stormwater unit at the bottom of that. There are different size units going in with 2 parking spaces per unit.

Michelle asked is this going to be a development for residents that are 55 and over.

Josh stated that is not defined in the plan however the owner can do that on their own.

Phylis asked will there be basements.

Josh stated no it will be raised foundation so no basements.

John Gurganus asked if these will be 1 floor houses.

Mr. Houser asked where exactly this development is going in.

Julie stated right along the railroad track and under the powerline. Julie asked will those houses be rental units.

Josh stated those will be rental units and will not be sold as individual lots.

Michelle asked for clarification that each individual module is going to be a rental unit.

John stated correct and there will be 36 or 38 rental units.

Barry Hair asked for the fire side since there is no basement, will the raised foundation be a concrete slab with walls being put up.

John stated it will be a pillar foundation.

Barry asked will there be soil underneath the foundation.

John stated it will be a sonic tube underneath. They could put stone underneath but there is no code requiring the stone to be underneath.

Barry stated for the fire aspect it is nice to know what is underneath because when air gets underneath the house the fire will go.

Michelle Testerman made a motion seconded by Phylis Dryden for the conditional approval of Homes for Life Land development plan. The conditional approval is upon satisfying the township's zoning comments, comments from John Brenner for water and sewer, and approval from the conservation district.

## **CORRESPONDENCE**

### **Received checks as follows:**

North Star Construction Management- \$20,376.14 for administrative fee (\$30.00), Zoning Permit Z-23-2022 (\$5,177.16) and Building Permit (\$15,168.98).

North Star Construction Management- \$15,705.50 for Commonwealth of Code Inspection Services fee for Bennett Hyundia.

Lebanon County Recorder of Deeds- \$2,136.40 for Local Realty Transfer Tax Distribution for the period from December 1, 2022 to December 31, 2022.

Lebanon County Probation Services- \$12.50 for vehicle, crimes code and miscellaneous income.

Frank Stevens International LLC.- \$50.00 for Purchase Certificate #2022-31 for 305 N. 24<sup>th</sup> Street.

Collins Trucking INC.- \$235.08 for 3 ton road salt (\$73.36 per ton) on 12/27/2022.

Lebanon County Tax Claim Bureau- \$1,096.11 for December 2022 municipal Tax.

Eva Frank- \$50.00 for rental licenses for 305 N. 24<sup>th</sup> Street.

Paylocity- \$1,031.53 for Henry Molded Products INC. 4<sup>th</sup> Quarter 2022 LST.

Paylocity- \$28.00 for Maguires Ford Inc 4<sup>th</sup> Quarter 2022 LST.

ZimTech Exteriors LLC- \$30.00 for administrative fee for application fee for 2429 Guilford Street front porch.

Harry Fox- \$5.00 for cat license.

Homes for Life LLC- \$2,500.00 for Land Development Plan for N. 25<sup>th</sup> Street (38 homes).

PaySMART Payroll Services- \$180.00 for 2022 4<sup>th</sup> Quarter LST.

Rental Licenses (1/19/23)- 4 at \$50.00 each totaling \$200.00.

North Lebanon Township- \$723.28 for District Judge for December 2022.

Alarm Permits (1/19/23)- 3 at \$20.00 each totaling \$60.00.

Rental Licenses (1/27/23)- 9 at \$50.00 each totaling \$450.00.

Brad Menzel- \$114.17 for February water meter payment.

CSR- \$483.12 for recycling for old water meters.

Onesource Virtual HR, INC.- \$12.00 for 4<sup>th</sup> Quarter 2022 LST.

Alarm Permits- 3 at \$20.00 each totaling \$60.00.

Bridge Distribution Services LLC- \$162.00 for 4<sup>th</sup> Quarter 2022 LST.

Rescue Hose Company No. 4-\$28.00 for 4<sup>th</sup> Quarter 2022 LST.

Paytime Harrisburg Inc- \$24.00 for 4<sup>th</sup> Quarter 2022 LST for Matay Enterprises LLC.

Paychex INC./Taxpay- \$48.00 for 4<sup>th</sup> Quarter 2022 LST for Kelly Machine Works LLC.

Commonwealth of PA- \$5286.11 for PA emergency Management.

Public Partnerships- \$12.00 for Virginia Heise LST 4<sup>th</sup> Quarter 2022.

Automatic Data Processing- \$208.00 for Eternity Sales Corp LST 4<sup>th</sup> Quarter 2022.

Automatic Data Processing- \$83.00 for Mavis Tire Supply LST 4<sup>th</sup> Quarter 2022.

Automatic Data Processing- \$1,677.00 for Boscov's Department Store LLC LST 4<sup>th</sup> Quarter 2022.

Automatic Data Processing- \$98.00 for FedEx Supply Chain LST 4<sup>th</sup> Quarter 2022.  
Automatic Data Processing- \$326.00 for Heavy Equipment Loaders & Parts INC LST 4<sup>th</sup> Quarter 2022.  
Automatic Data Processing- \$26.00 for Travelcenter INC LST 4<sup>th</sup> Quarter 2022.  
Automatic Data Processing- \$610.00 for Brentwood Industries INC LST 4<sup>th</sup> Quarter 2022.  
Automatic Data Processing- \$12.00 for Market Track LLC 4<sup>th</sup> Quarter 2022.  
Payroll Tax Filing Services- \$26.00 for J W Safety Management & Training for 4<sup>th</sup> Quarter 2022 LST.  
Kronos SaaS INC.- \$1.33 for 4<sup>th</sup> Quarter 2022 LST.  
Groff's Heating, Air Conditioning, & Plumbing, INC.- \$137.32 for administrative fee (\$30.00), Building Permit B-1-2023 (\$58.48), and Zoning Permit Z-1-2023 (\$48.84).  
Rental Licenses (2/3/23)- 9 at \$50.00 each totaling \$450.00.  
ZimTech- \$125.40 for Zoning Permit Z-2-2023 (\$63.50) and Building Permit B-2-2023 (\$61.90).  
Heartland Payroll Solutions- \$125.00 for Napli INC 2022 4<sup>th</sup> Quarter LST.  
Alarm Permits (2/3/2023)- 8 at \$20.00 each totaling \$160.00.  
North Lebanon Township- \$63.93 for December Code Enforcement Inspections & Mileage.  
GMRI- \$670.00 for Longhorn Steakhouse #5505 4<sup>th</sup> Quarter 2022 LST.  
**DJ-52-3-03: \$278.71 for January 2023.** Local Ordinance (\$278.71), Title 18- Payable to Municipality (\$0.00).

**Received letters as follows:**

Elliot Houser- requesting for extension for water meter replacement and exact detail instruction of what is needed and why it is needed.  
Speedwell Engine & Hose- copy of 2023 officers and Board of Directors.  
Department of Labor and Industry- Consumer price index adjustment of base amounts on bids effective January 1, 2023.  
North Lebanon Township- Updated Code enforcement fees effective January 1, 2023.  
Greater Lebanon Refuse Authority- Michelle Miller, Compliance Officer, introducing herself.  
Accord- Certificate of Liability Insurance for Hoaster Gebhard & Co (Producer) for Arthur Funk & Sons, INC.  
Storb Environmental Incorporated- Downstream notification for Meyer Oil Company- 107 North Washington Street, Cleona Pennsylvania. PADEP Facility Identification Number: 38-13139.  
Erie Insurance- Certificate of Insurance for Shuey Excavating LLC.

The next meeting of the West Lebanon Township Board of Commissioners is Monday March 6, 2023 at 7:00 p.m. at the West Lebanon Township Building, 322 North 22<sup>nd</sup> Street.

Michelle Testerman made a motion, seconded by Phylis Dryden and agreed by the Board to adjourn the meeting at 7:23 p.m.

Respectfully submitted,

Antoinette Issis, Secretary