

WEST LEBANON TOWNSHIP
August 7, 2023

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

The following were in attendance:

Commissioner Richard Pflueger	Treasurer: Julie Clouse (absent)
Commissioner John Gurganus	Secretary: Antoinette Issis
Commissioner Michelle Testerman	Manager: David Weisman
Commissioner Justin Snyder	Township Engineer: Mr. Joshua Weaber
Commissioner Phylis Dryden	Solicitor: Mr. Paul C. Bametzreider

Michelle Testerman stated the first thing on the agenda is reorganization of the board since all five commissioners are at the meeting but wanted to bring something up before doing that. It was brought to Michelle's attention after the July meeting with the bonding issue and she could not accept the president position. Someone from the office informed residents that Michelle cannot accept president and be bonded because she was arrested. Michelle stated she wants to clear it up that she holds a professional license in the state of Pennsylvania and has never been arrested. Michelle stated that is not the reason she cannot get bonded, and the reason is because she owns a new car and has done renovations to her house. When you fill out a loan application and take out a loan it brings down your credit score and that is why. Michelle just wanted to address that head on so that there is no conflict, and no residents have questions about a member of the board that has been arrested. Michelle stated now the board needs to reorganize for president and vice president. Michelle asked if at this time are there nominations for president. Antoinette told Michelle Paul or Antoinette have to take over the meeting for nominations. Paul stated technically yes.

Paul Bametzreider took over the meeting for reorganization of the Board.

Paul opened up nominations for the president of the board.

Michelle asked if she could make a nomination due to being acting president.

Paul stated that it is fine for Michelle to make a nomination.

Michelle Testerman made a motion, seconded by Justin Snyder and agreed by the board to nominate Richard Pflueger as president of the Board.

Paul asked if there was any discussion.

Michelle stated as far as finances Richard is already on all the accounts and everything. In order to change all that it would cost the taxpayers money because to change it would require going to the bank and filling out forms. It just makes sense to keep Richard on the accounts.

Justin stated he agrees with that.

Phylis asked if Richard is comfortable with the position.

Richard stated he is as comfortable as he can get with it.

Paul opened up nominations for vice president of the Board.

Richard Pflueger made a motion, seconded by Justin Snyder and agreed by the board to nominate Michelle Testerman as Vice President of the Board. Phylis Dryden opposes. Michelle opposes voting for herself. Motion passes with 3-2 vote.

Phylis Dryden opposes and thinks it is time for Michelle to step down as vice president. Phylis stated she thinks Michelle has a better chance of sticking up for the fire company if she has a vote compared to when she is acting President at times, and it is a conflict of interest.

Paul Matters stated it is a conflict of interest no matter what.

Michelle stated she tries to recuse herself from voting on fire company matters.

Phylis stated she is opposed for other reasons but does not want to turn it into an embarrassing public discussion.

The regular meeting was turned over to President Richard Pflueger.

Phylis Dryden made a motion, seconded by Michelle Testerman and agreed by the Board to approve the minutes for July 3, 2023, with the correction that the next meeting was July 24, 2023, for the special meeting.

Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the Board to approve the minutes as written July 24, 2023.

VISITORS' ADDRESS: There were 9 visitors in attendance.

COMMITTEE REPORTS:

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

Total monies in all West Lebanon Township accounts as of July 31, 2023, are \$1,928,440.48.

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

Lebanon County Treasurer Real Estate Taxes collected are \$10,607.95 from 6/25/23 to 7/8/23
Municipal (\$10,361.45), Street Light Taxes (\$246.50).

Lebanon County Treasurer Real Estate Taxes collected are \$875.22 from 7/9/23 to 7/22/23
Municipal (\$10,361.45), Street Light Taxes (\$246.50).

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

Total Calls for the month	60
Traffic Arrests	31
Criminal Arrests	05
Parking Tickets	27
Faulty Equipment Cards	06
Non-Reportable Incidents	13
Reportable Incidents	38
UCR Crimes	12

Chief Knight stated the police department handled a total of 368 between both municipalities. The police department is going to have another wave of aggressive driving so there will be code enforcement coming up this month.

Michelle Testerman stated there is a lot more truck traffic going all the way along Lehman Street and coming down 22nd and Church Street. Michelle stated they were at the station the other day and a truck started to go that way and when a cop flicked his lights on, the trucker went the other way. The drivers know and are using it as a short cut. Michelle asked if the police department can watch out for it.

Chief Knight stated he will let the department know because it is an ongoing problem.

Michelle stated she already spoke to Chief Knight about the dogs running at large.

Chief Knight stated it was investigated and the person was warned about it and the second time the owner is given a citation.

Michelle asked what the township can do about citing residents for dogs running at large because the police must catch the dog.

Chief Knight stated the case Michelle is referring to was caught on video.

Michelle stated the one was caught on video however it is a daily ongoing issue. One guy brought a shot gun out for a dog that is usually not aggressive towards humans. It will cause an issue for someone in the township. By the time the police arrive the dogs are already back in the yard however they are going to the bathroom all over the township.

Chief Knight stated residents can make a police report that the dog was off the property, the resident must go to court to testify to it. That should be sufficient.

David Weisman stated some fellow came up to him and had a metal detector and was wondering if that was illegal. Dave wasn't sure if there was an ordinance against it if he was not using it on someone else's property.

Chief Knight responded there is no ordinance and as long as he is abiding with private property notices and cannot use it on a residents property.

SPEEDWELL FIRE COMPANY:

Skylar Ford gave the following report for July 2023 as follows:

The fire department had 2 fire calls for the month. Training for hours for the month: 45.15 hours.

Between reporting, calls, training, meetings, and National Night Out the fire department had 238.35 man-hours. The department is putting in a lot of time and call volume is down. The fire department is still actively doing activities in the area.

HIGHWAY: Phylis Dryden stated paving to begin the week of 8/14/2023 on Chapel Lane and West Cumberland Street. No parking signs will be posted.

Phylis Dryden stated curb line painting was started along with the Handicap spots.

WATER: Phylis Dryden stated the daily average for the month was 35,000 gallons per day (GPD). The water tank is full. The total City of Lebanon Authority (COLA) water was zero (0).

SEWER: Phylis Dryden stated nothing to report.

STORM SEWER/MS-4: Phylis Dryden stated storm sewer project from 20th Street to 22nd Street was started, with approximately 350 feet plus 3 boxes installed until the township hit solid rock. The township is waiting for 3 different drilling/blasting companies to call back with pricing.

Phylis Dryden stated storm sewer box was repaired at 25th Street & Church Street and Lehman Street.

Josh Weaber stated the storm sewer bypass will be coordinated with Homes for Life Development. There will be utility coordination that will have to happen.

Michelle Testerman asked if they are hitting solid rock, with blasting the rock. How far down will the blasting occur. Is there the potential for a sink hole to occur in the future? That is a lot of property to blast.

Josh stated it should not be an issue. The deepest storm sewer was on the west end. There are precautions taken and a blasting plan was developed, especially with how close some of the water and sewer lines are. Josh does not believe the rock will be fractured enough to create sinkhole issues and the pipes will get bedded. In this area with the limestone, without blasting, there is the potential by just moving the Earth. Josh does not believe the risk increases significantly however it is hard to say since limestone is an unknown in the area. If it is rip able limestone, it can be taken out without blasting.

TOWNSHIP BUILDINGS: Michelle Testerman stated nothing to report.

RECREATION: Michelle Testerman stated nothing to report.

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

Skylar Ford asked if construction companies are doing construction, per say on 16th Street, can the fire department get notified of it. 16th Street is the one path that the fire department uses to travel to the next township and if there is an issue over there, the fire department needs to know that they cannot take a firetruck through there. Speedwell has an engine that can travel under the tunnel. The fire department just wants to know when those roads are closed for heavy construction to plan ahead for fire calls.

Michelle stated something should go out because that side is a split box. Engine 9 has nothing to go through the tunnel and if one of their buildings is on fire, Engine 9 will never make it.

Skylar stated it comes down to a communication between the contractors and the county. The contractors can inform the county who informs the EMA coordinator or fire chief. Just one way to know what is going on with construction.

Phylis asked what specifically the commissioners can do? Should the township contact the EMA coordinator?

Skylar stated if the contractors are communicating properly with the EMA coordinator that they are doing construction in the township. If the EMA coordinator can distribute that information out to the fire departments and preferably during normal business hours. All the fire department needs to know is that a road is closed for a certain amount of time and a fire truck cannot pass through.

GREEN WASTE/RECYCLING: John Gurganus stated Green Waste Site got damaged through lighting, waiting for on new control unit. The gate is open for the paying Greenwaste users of the township.

Phylis asked how the township is keeping people who have not paid for their Greenwaste keycard from dumping.

Justin Snyder stated with cameras.

Zoning:

Building Permits issued as follows:

B-16-2023 issued to Huntilar Corporation for 1889 Alamo Way.

B-17-2023 issued to Huntilar Corporation for 1886 Alamo Way.

B-18-2023 issued to Huntilar Corporation for 1880 Alamo Way.

B-19-2023 issued to Huntilar Corporation for 1887 Alamo Way.

B-20-2023 issued to Huntilar Corporation for 1888 Alamo Way.

B-21-2023 issued to Huntilar Corporation for 412 N. 18th Street.

B-22-2023 issued to Huntilar Corporation for 413 N. 18th Street.

B-22-2023 issued to Huntilar Corporation for 414 N. 18th Street.

B-22-2023 issued to Josh Kreiser, 305 North 20th Street, for above ground pool.

B-25-2023 issued to Drunken Smithy LLC.

Zoning Permits issued as follows:

Z-22-2023 issued to Josh Kreiser, 305 North 20th Street, for above ground pool.

Z-23-2023 issued to Allegra Image360, 250 N 16th Street.

Excavation Permits issued as follows:

E-6-2023 issued to UGI Utilities for 2102 Church Street.

FINANCE: Phylis Dryden made a motion, seconded by Justin Snyder, and agreed by the Board to pay all the bills as submitted. Michelle Testerman abstains.

Michelle stated she abstains because she does not see the bills.

OLD BUSINESS

Phylis Dryden stated the Republican County Committee has come up with a candidate for the November Ballot. The paperwork has been processed for the candidate. Phylis Thanked Paul for the very thorough letter explaining the process.

Dave Snyder asked as a taxpayer because he heard Michelle say she abstains from voting because she never sees the bills. As a taxpayer, he is trusting that the township is paying the bills.

Richard Pflueger stated he can trust the township.

Dave stated after that comment that a commissioner does not know what the bills are. Dave asked who sees the bills.

Phylis stated the townships finance committee sees the bills, which includes 3 commissioners.

Richard stated that John Brenner sees the bills as well.

Phylis stated the commissioners on the finance committee include Phylis, John Gurganus, and Richard Pflueger.

Dave asked what about Michelle.

Phylis stated she cannot be bonded.

Paul stated all members of the board are entitled to view the bills even without being bonded.

Dave stated that the board is representing the township.

Phylis stated it is very interesting to look at all the bills to see what they represent.

Dave stated that all members of the board should be able to see what the township is spending money on and not just 3 members.

Michelle stated that previously she asked to see the bills and she has yet to see any bills. That is one of the reasons she does not second the motion to pay the bills.

Paul stated she has the right to see the bills being paid by the township.

Michelle stated she agrees, and she asked the township treasurer and the president of the board at the time and has not seen any bills to this date.

Dave stated he hopes that after the August meeting Michelle starts seeing the bills.

NEW BUSINESS

Michelle Testerman stated due to Mr. Justin Snyder getting appointed as commissioner, he resigned off the zoning board and asked Mr. Jon Litz if he is willing to move up on the zoning board due to being alternate previously.

Jon Litz stated yes.

Michelle stated with that being said the alternate zoning board position is open. Michelle asked if any visitors are interested in being an alternate for the zoning board.

No visitors responded.

Michelle stated to leave the position open until the September meeting and if any residents are interested to express interest to the township or come to the September meeting.

Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the board to accept Justin Snyder's resignation letter from the zoning board.

Michelle Testerman made a motion, seconded by John Gurganus, and agreed by the board for Jon Litz to move from alternate to being a part of the zoning board committee.

Michelle Testerman made a motion, seconded by Justin Snyder, and agreed by the board to adopt Resolution 2023-08 appointing Jessica Herberg as zoning officer and John Brenner as alternate zoning officer.

CORRESPONDENCE

Received checks as follows:

Zimtech Exteriors LLC- \$30.00 for administration fees for 2429 Guilford Street.

Greenwaste Keycards (7/5/23)- 4 at \$30.00 each totaling \$120.00.

North Lebanon Township- \$707.56 for May District Judge fines collected.

North Lebanon Township (6/28/23)- 10 at \$25.00 totaling \$250.00 for parking tickets.

Greenwaste Keycards (6/29/23)- 12 at \$30.00 totaling \$360.00.

Drunken Smithy LLC- \$185.0 for Building Permit (B-025-2023).

Huntilar Corp- \$5,036.00 for Commonwealth Inspection Code for Alamo Way (1889 Alamo Way, 1886 Alamo Way, 1880 Alamo Way, 1887 Alamo Way, 1888 Alamo Way, 412 N. 18th Street, 413 N. 18th Street, and 414 N. 18th Street).

Huntilar Corp- \$836.00 for 8 Building Permits (B-16-2023, B-17-2023, B-18-2023, B-19-2023, B-20-2023, B-21-2023, B-22-2023, and B-23-2023).

Huntilar Corp- \$836.00 for 8 Zoning Permits for 1889 Alamo Way, 1886 Alamo Way, 1880 Alamo Way, 1887 Alamo Way, 1888 Alamo Way, 412 N. 18th Street, 413 N. 18th Street, and 414 N. 18th Street.

North Lebanon Township Police Department (7/11/23)- \$250.00 for parking tickets.

Teresa Sanitiago- \$20.00 for deck to the rear of house below 30 inches at 2020 Church Street.

GMRI- \$765.00 for 2nd Quarter 2023 LST.

Zintech Exteriors LLC.- \$79.00 for Building Permit (\$53.00) and Zoning Permit (\$26.00).

Michael Baker International LLC.- \$212.50 for UGI Excavation permit for 2102 Church Street for Permit Fee (\$100.00), Inspection Fee (\$90.00), and 15ft X Footage Fee (\$22.50).

Josh Kreiser- \$101.00 for Zoning Permit Z-22-2023 (\$20.00), Building Permit B-23-2023 (\$51.00), and administration fee (\$30.00).

Greenwaste Keycards (7/20/23)- 3 at \$30.00 each totaling \$90.00.

Inch & Co. Property Management, LLC- \$50.00 for rental license for 2422 Lehman Street.

North Lebanon Township- \$1,548.18 for June Public Safety (\$530.64) and June District Judge (\$1,017.54).

OneSource Virtual HR, INC.- \$12.00 for 2nd Quarter 2023 LST.

Paylocity Corporation- \$1,034.00 for Henry Molded Products 2nd Quarter 2023 LST.

Paylocity Corporation- \$39.00 for Seal-Tite LLC 2nd Quarter 2023 LST.

Paylocity Corporation- \$24.00 for Magurie's Ford 2nd Quarter 2023 LST.

North Lebanon Township Police Department (7/24/23)- \$400.00 for parking tickets.

Brad Menzel- \$300.00 for pit payment.

Heartland Payroll Solutions- \$122.00 for NAPLI INC for 2023 2nd Quarter LST.

American Heritage Property- \$50.00 for rental for 2420 Lehman Street.

Robert Mease- \$30.00 for Greenwaste keycard.

InfiniSource INC- \$160.00 for Bridge Distribution Services LLC for 2023 2nd Quarter LST.

InfiniSource INC- \$197.00 for Lebanon Donuts LLC for 2023 2nd Quarter LST.

Payroll Tax Filing Services INC.- \$26.00 for J W Safety Management & Training for 2023 2nd Quarter LST.

Kronos SaaShr, INC, a UKG Company- \$4.00 for Norton and Associates INC. for 2023 2nd Quarter LST.

Kronos SaaShr, INC, a UKG Company- \$1.33 for QTC Management for 2023 2nd Quarter LST.

Rescue Hose Company No. 4- \$28.00 for 2023 2nd Quarter LST.

Paytime Harrisburg, INC.- \$24.00 for Maytay Enterprises LLC. 2023 2nd Quarter LST.

PA Fire Reocery- \$255.00 for MVA in July 2023.

Paytime Harrisburg- \$24.00 for Maytay Enterprises LLC 2023 2nd Quarter LST.

Allegra Image360- \$40.00 for Zoning Permit Z-23-2023 (\$20.00) and administration fee (\$20.00).

Scott Riggan- \$212.71 for damage at 18th & Lehman Street on 7/10/23 to stop sign; 1 brake away splice kit (\$10.03), 1 brake post bottom (\$12.68), 1 labor (\$85.00), 1 labor (\$75.00), and administrative fee (\$30.00).

ADP- \$308.00 for Moyer Nissan of Lebanon 2nd Quarter 2023 LST.

ADP- \$204.00 for Eternity Sales Corp 2nd Quarter 2023 LST.

ADP- \$99.00 for Mavis Tire Supply 2nd Quarter 2023 LST.

ADP- \$55.00 for Speedway LLC 2nd Quarter 2023 LST.

ADP- \$1,465.00 for Boscov's Department Store LLC 2nd Quarter 2023 LST.

ADP- \$98.00 for FedEx Supply Chain INC 2nd Quarter 2023 LST.

ADP- \$274.00 for Heavy Equipment Loaders & Parts 2nd Quarter 2023 LST.
ADP- \$26.00 for Travel Center INC 2nd Quarter 2023 LST.
ADP- \$680.00 for Brentwood Industries INC 2nd Quarter 2023 LST.
ADP- \$10.00 for Market Track LLC 2nd Quarter 2023 LST.
ADP- \$8.68 for Daniel F Young INC 2nd Quarter 2023 LST.
Paychex INC/Taxpay- \$56.00 for Kelly Machine Works LLC 2023 2nd Quarter LST.
Paychex INC/Taxpay- \$12.00 for Lebanon Chicken LLC 2023 2nd Quarter LST.
Public Partnerships LLC- \$13.14 for 2023 2nd Quarter LST.
Aerotek Inc- \$7.00 for 2023 2nd Quarter LST.
DJ-52-3-03: \$1,230.19 for July 2023. Local Ordinance (\$673.38), Title 18- Payable to Municipality (\$556.81).

Received letters as follows:

Accord- Certificate of Liability Insurance for McGriff Insurance Services LLC (Producer) for UGI Corporation, UGI Utilities, INC (Insured).
Accord- Certificate of Liability Insurance for McGriff Insurance Services LLC (Producer) for UGI Corporation including UGI Utilities, INC (Insured).
Justin Snyder- letter of interest for vacant commissioner position.
Accord- Certificate of Liability Insurance for Murray (Producer) for B. R. Kreider & Son INC. (insured).
Jeanna Arnold- letter of interest for vacant commissioner position.
Erie Insurance- certificate of insurance for JK Carpentry & Concrete.
Pennsylvania One Call System- 2023 Rate Structure effective July 2023.

The next meeting of the West Lebanon Township Board of Commissioners is Tuesday September 5, 2023, at 7:00 p.m. at the West Lebanon Township Building, 322 North 22nd Street.

Michelle Testerman made a motion, seconded by John Gurganus, and agreed by the Board to adjourn the meeting at 7:28p.m.

Respectfully submitted,

Antoinette Issis, Secretary