

WEST LEBANON TOWNSHIP  
December 4, 2023

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

The following were in attendance:

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

Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the Board to approve the minutes written November 6, 2023, with the correction that Paul Koons gets changed to Paul Matters.

**VISITORS' ADDRESS:** There were 9 visitors in attendance.

Michelle Testerman stated she is frustrated with the election office this year. They sent two ballots and the first mail in ballot did not have Joe on it, which was inaccurate. The elections office sent another one which remained inaccurate. Three commissioners received certificates congratulating them for a 6-year term, which is a 4-year term. There is no 6-year term with a First-Class Township. Michelle just wanted it on record that she has great concern with how the county election office is being run. She feels as if people did not vote.

Richard Pflueger asked where Jo Ellen Litz was to safeguard the election.

Phylis stated she was one of the people who received the certificates for a 6-year term.

Julie asked who was elected for 4 years and who was elected for 2 years.

Michelle stated John Gurganus and Joe Templin are 2 years. Michelle, Justin, and Phylis are on 4-year terms. The certificates for the commissioners elected for the 2-year terms were correct.

**COMMITTEE REPORTS:**

**Treasurer's report:**

Lebanon County Treasurer Real Estate Taxes collected are \$623.65 from 10/15/23 to 10/28/23  
Municipal (\$586.25), Street Light Taxes (\$37.40).

Lebanon County Treasurer Real Estate Taxes collected are \$2,234.66 from 10/29/23 to 11/11/23  
Municipal (\$2,057.00), Street Light Taxes (\$177.66).

Lebanon County Treasurer Real Estate Taxes collected are \$402.77 from 11/12/23 to 11/25/23  
Municipal (\$387.81), Street Light Taxes (\$14.96).

Total monies in all West Lebanon Township accounts as of November 30, 2023, are  
\$1,800,384.03.

Michelle Testerman made a motion, seconded by John Gurganus, 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 November 2023  
as follows:                   **Total Calls for the month**                   **24**

<b>Traffic Arrests</b>	<b>01</b>
<b>Criminal Arrests</b>	<b>01</b>
<b>Parking Tickets</b>	<b>00</b>
<b>Faulty Equipment Cards</b>	<b>04</b>
<b>Non-Reportable Incidents</b>	<b>12</b>
<b>Reportable Incidents</b>	<b>20</b>
<b>UCR Crimes</b>	<b>08</b>

Chief Knight stated as a department handled 239 total calls between North Lebanon and West Lebanon. There was one traffic arrest, one criminal arrest, four warrants issued for traffic violations and one suspicious death.

Phylis Dryden asked about the note at the bottom about regional police.

Chief Knight stated that was his personal note for traffic violations. Antoinette had used that copy to make copies for the commissioners. Chief Knight wanted to update the steering committee approval and there are meetings scheduled for further discussion on the regionalization. That meeting will be held on December 13, 2023, at 3:00pm at North Cornwall Township building.

Phylis asked if the cadets graduated.

Chief Knight stated in January the Cadets will start with the FTO program with a couple FTO's in the department. That will help with manpower, and it will assist with getting more accomplished with a little more help. They are scheduled to graduate on December 21, 2023, and they are doing a good job in the academy, so he does not foresee issues with them graduating.

Michelle asked if all the ones the chief put through are doing well with it.

Chief Knight stated they are doing well.

Phylis asked if the police department has openings right now.

Chief Knight stated at this time the police department does not have any openings.

Michelle Testerman stated that is the first time in a while.

Chief Knight stated the last time there was an opening, there were no applicants which is why the department investigated sending someone to the police academy.

John Gurganus asked about the murder in the township was such a shame.

Chief Knight stated the police department is working on that and waiting on autopsy reports. It is very time consuming, and the county detectives are assisting the police department a lot with it.

The police department is working with New Jersey state police on it. The department has a lot of evidence and has a lot of evidence to collect from New Jersey. The New Jersey state police have been great with assisting in the process and moving forward with the process.

#### **SPEEDWELL FIRE COMPANY:**

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

11 calls for the month with 23 personnel for 11 hours and 57 minutes.

2 Fire Police responded to 3 calls for the month for 7 hours and 37 minutes.

Training for hours for the month: 18 personnel for 40 hours.

5 personnel went to the holiday parade.

Michelle stated breakfast with Santa is December 16 from 9 am-11am and is by donation only.

Skylar stated he has something the fire department is looking to see if they can pursue. A tax credit incentive which will help members and potentially bring in new members.

Michelle stated this has been discussed previously on multiple occasions. It is something with fire companies needing volunteers and would give incentive to residents to become more involved in the community. Michelle thinks it is something that needs to be seriously looked at and not just pushed aside. Michelle understands it is a budget thing and needs to be worked on but should be looked at.

Phylis asked what needs to be done.

Chase Testerman stated the board will have to agree on it and it is to be done via ordinance. Once the ordinance is passed, the fire company will proceed and agree on a percent for the tax incentive for the ordinance.

Julie asked what kind of tax it is. Is it a fire tax?

Michelle stated it is a fire tax that gets given to the members of the fire company.

Chase stated no.

Julie asked so would it be on the property tax.

Chase stated yes.

Julie asked so if someone rents a property, they would not qualify, and it is a tax rebate.

Chase stated yes. For example, if the board agrees on 10% the fire company member would be excused from 10% of their property taxes. It would apply only to residents in West Lebanon who own a property. One of the pages has what the fire department needs to obtain and apply for the commissioners to look at.

**HIGHWAY:** Phylis Dryden stated township personnel will continue to paint curbs weather and time permits. Phylis Dryden stated township personnel will continue to pick up leaves.

**WATER:** Justin Snyder stated the daily average for the month was 33,433 gallons per day (GPD). The water tank is full. The total City of Lebanon Authority (COLA) water was zero (0).

**SEWER:** Justin Snyder stated nothing to report.

**STORM SEWER/MS-4:** Justin Snyder stated nothing to report.

**TOWNSHIP BUILDINGS:** Michelle Testerman stated nothing to report.

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

**PUBLIC SAFETY/CODE ENFORCEMENT/SANITATION:** John Gurganus stated the township still has not received paperwork sent to Fire Department that DCED is waiting on. The township was told it was in the hands of several people and they did not return it to them. The deadline was November 30, 2023. John Brenner called DCED and received an extension until 12/15/2023.

**GREEN WASTE/RECYCLING:** John Gurganus stated new CAD wires were installed, finishing cameras and gate card system within the next month.

**Zoning:**

John Gurganus stated Mr. Litz who made a comment about the tall weeds and stuff at the lot. They did cut it down to the best they could. Michelle stated it looks significantly better.

**Purchase Certificates issued as follows:**

No 16-2023 issued to The Real Estate Transfer Company for the property located at 2306 Lehman Street Lebanon, PA 17046. Seller's Name: Patrick E. German. Purchaser's Name: Santelli Properties LLC/Mextaly Group LLC.

**Zoning Permits issued as follows:**

Z-2023-28 issued to Nicolas Rivas for fence.

**FINANCE:** Michelle Testerman made a motion, seconded by John Gurganus, and agreed by the Board to pay all the bills as submitted.

**OLD BUSINESS**

Phylis Dryden made a motion, seconded by Michelle Testerman, and agreed by the Board to pass the second reading of Proposed Ordinance No. 537, the 2024 balanced Budget of \$1,417,510.00 with a 1 mill increase in taxes. All in favor.

**NEW BUSINESS**

Justin Snyder made a motion, seconded by Phylis Dryden, and agreed by the Board to adopt Resolution 2023-10 to reappoint Jon Litz and Dennis Horn to the Zoning Hearing Board. Their terms will expire December 31, 2026. All in favor.

Michelle Testerman made a motion, seconded by Justin Snyder, and agreed by the Board to adopt Resolution 2023-11 to reappoint Ed Kimmel to the Board of Public Safety and Health Appeals. His term will expire December 31, 2028.

Phylis Dryden made a motion, seconded by Justin Snyder to amend Resolution 2023-12 to appoint Ms. Melissa Quinones and Ms. Helen Westphal as an alternate for a one-year term in the position of Tax collection committee effective January 1, 2024, to December 31, 2024. Michelle Testerman Abstains.

Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the Board to appoint all the township employees for the year 2024 at salaries allocated in the 2024 budget. All in Favor.

Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the Board to reappoint Chrisland Engineering, Josh Weaber, as township engineer for the year 2024. All in favor.

Phylis Dryden made a motion, seconded by Justin Snyder, and agreed by the Board to reappoint Barley Snyder Law Firm, Paul Bametzrider as township solicitor for the year 2024. All in Favor

Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the Board to set the meeting dates for the West Lebanon Township Board of Commissioners for the year of 2024; and to publish one time in the Lebanon Daily News. All meeting dates will be held on the first Monday of each month with the exception of January and September. Due to the holiday, meeting will be held on Tuesday. All meetings will be held at 7:00 p.m. at the West Lebanon Township Building, 322 North 22<sup>nd</sup> Street. Meeting dates are as follows: January 2, February 5, March 4, April 1, May 6, June 3, July 1, August 5, September 3, October 7, November 4, December 2. All in favor.

## CORRESPONDENCE

### Received checks as follows:

Gerald Schools- \$35.00 for handicap parking fee.  
Jacquelyn Gross- \$35.00 for Handicap Parking Fee.  
Rosemarie Fuhrman- \$35.00 for Handicap Parking Fee.  
Huntlar Corporation- \$1041.10 for 1886 Alamo Way Pit fee.  
Anthony Fitzgibbons- \$50.00 for purchase certificate.  
Yolanda Espinar-Cruz- \$35.00 for Handicap Parking Fee.  
Huntlar Corporation - \$1,000.00 for rec fee.  
Huntlar Corporation- \$5,129.00 for EDU.  
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Huntlar Corporation - \$1,000.00 for rec fee.  
Huntlar Corporation- \$1041.10 for Pit fee.  
Fox's Transport- \$1,306.00 for 3<sup>rd</sup> Quarter LST.  
Lebanon County Recorder of Deeds- \$475.35 for local realty transfer tax distribution for the period from October 2, 2023 to October 31, 2023.  
North Lebanon Township- \$569.56 for September Code Enforcement inspection and mileage.  
Lebanon County Court of Common Pleas- \$12.92 for Vehicle, Crimes Code, and Miscellaneous Income.  
Nicolas Rivas- \$51.50 for zoning permit (Z-2023-08) (\$21.50) and administrative fee (\$30.00).  
Tony Berwager- \$35.00 for handicap parking fee.  
North Lebanon Township Police Department (11/20/23)- \$15.00 for parking tickets.  
North Lebanon Township- \$1,302.60 for October public safety (\$531.90) and October DJ (\$770.70).  
CSR-\$70.50 for recycling Yellow brass (\$47.30), old sheet aluminum (\$7.20) and Shredder (\$16.00).  
Brad Menzel- \$200.00 for water meter payment plan paid in full.  
Harry Fox- \$30.00 for damage to reader for water meter.  
**DJ-52-3-03: \$698.25 for November 2023.** Local Ordinance (\$590.61), Title 18- Payable to Municipality (\$107.64).

### Received letters as follows:

Lebanon County Tax Collection Committee- meeting minutes for November 15, 2023.  
Comcast- notification of price changes starting December 20, 2023.  
Commonwealth of PA- 2024 County Assessed Valuation of Taxable Real property on which taxes are levied.

Pennsylvania Department of Transportation- informing that State Police Fines and Penalties payment of \$193.51 will be paid on December 1, 2023.

JBT- Standby letter of credit for emergencies only.

City of Lebanon office of the Mayor- copies of letters for appointment of Melissa Quinones and Helen Westphal (alternate) to the Lebanon County Tax Collection Committee.

The next meeting of the West Lebanon Township Board of Commissioners is Tuesday January 2, 2024, at 7:00 p.m. at the West Lebanon Township Building, 322 North 22<sup>nd</sup> Street.

Phylis Dryden called for a round of applause for Richard Pflueger for his years of service to the township.

Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the Board to adjourn the meeting at 7:22 p.m.

Respectfully submitted,

Antoinette Issis, Secretary