

WEST LEBANON TOWNSHIP
August 5, 2024

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

The following were in attendance:

Commissioner Joe Templin	Treasurer: Julie Clouse
Commissioner John Gurganus	Secretary: Antoinette Issis
Commissioner Michelle Testerman	Maintenance: John Brenner (absent)
Commissioner Justin Snyder	Township Engineer: Mr. Michael Thorley
Commissioner Phylis Dryden	Solicitor: Mr. Paul C. Bametzreider

Michelle Testerman made a motion, seconded by Justin Snyder and agreed by the Board to approve the minutes as written July 1, 2024.

Justin Snyder made a motion, seconded by Phylis Dryden and agreed by the Board to approve the minutes as written July 9, 2024.

VISITORS' ADDRESS: There were 13 visitors in attendance.

Tyler Testerman, 422 N. 23rd Street, asked if the township looked into using the website for paying water bills.

Antoinette stated it was looked into a little bit but the township has not proceeded with setting up the website for paying water bills.

Paul Matters stated there is a drop box for residents to drop off payments.

Tyler stated he pays in cash.

Antoinette stated some other residents put the exact amount of cash in an envelope and drop it in the dropbox. Antoinette stated adding online payments will get looked into.

COMMITTEE REPORTS:

Treasurer's report:

Lebanon County Treasurer Real Estate Taxes collected are \$9,004.25 from 6/23/2024 to 6/29/2024 Municipal (\$1,082.83), Street Light Taxes (\$370.73).

Lebanon County Treasurer Real Estate Taxes collected are \$450.28 from 6/1/2024 to 6/28/2024 Municipal (\$430.25), Street Light Taxes (\$20.03).

Lebanon County Treasurer Real Estate Taxes collected are \$2,534.51 from 6/30/2024 to 7/13/2024 Municipal (\$2,419.76), Street Light Taxes (\$114.75).

Total monies in all West Lebanon Township accounts as of July 31, 2024, are \$1,921,254.94.

Michelle Testerman made a motion, seconded by Phylis Dryden 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 July 2024 as follows:

Total Calls for the month	44
Traffic Arrests	11
Criminal Arrests	04

Parking Tickets	23
Faulty Equipment Cards	11
Non-Reportable Incidents	20
Reportable Incidents	22
UCR Crimes	06

Chief Knight stated that North Lebanon has handled over 4,000 calls year-to-date calls between North Lebanon Township and West Lebanon Township. The police department is looking for more truck violations in West Lebanon Township. More details have been given and they are looking for truck violations. As far as the police regionalization goes, there was a hearing regarding the ordinance, and it was passed. The charter was signed to move forward with the police regionalization and the police department is continuing to move forward with it.

SPEEDWELL FIRE COMPANY:

Chase Testerman gave the following report for July 2024 as follows:

10 calls for the month with 48 personnel for 6.39 hours.

Total hours for the month of July including Training, public service, and fire calls was 109.5 hours.

Chase Testerman asked if the township has a record of who has which Knox box keys.

Discussion was held regarding who has Knox Box Keys. Antoinette stated it will get looked into as to who has the Knox Box Keys.

HIGHWAY: Phylis Dryden stated the following:

1. The proposed date for N. 25th Street paving is August 12, 2024.
2. The street cleaner will not be running on August 7, 2024, due to scheduling conflicts.

Phylis Dryden stated there have been tractor trailers parked along 25th Street near Lehman Street. There have been vehicles parked on 25th Street by Mifflin Street. Vehicles are parked along FOG Line, and it is a hazard. It is the township manager’s recommendation to modify the township ordinance to include Union Canal Drive all the way to the tunnel to be “parking prohibited at all times.”

Discussion was held regarding 25th Street and where the West Lebanon Township Right of Way is and which portion is North Lebanon Township’s right of way. Michael Thorley stated 25th Street is West Lebanon Township’s Right of Way.

Michelle Testerman made a motion, seconded by Justin Snyder for Paul Bametzreider to prepare the ordinance and advertise it for the September 3, 2024, township meeting. Joe Templin voted no. All other commissioners were in favor.

Joe stated his no answer is his prerogative and the police department issuing a couple tickets will solve the problem.

Michelle stated the police cannot issue tickets if there is not an ordinance in place.

WATER: Michelle Testerman stated the daily average for the month was 36,516 gallons per day (GPD). The water tank is ¾ full. The total City of Lebanon Authority (COLA) water was zero (0).

1. Carbon media was changed out on 7/30/2024.

2. All PFAS testing for Quarter 2 was completed and all tests showed no PFAS in township water.

SEWER: Michelle Testerman stated Nothing to report.

STORM SEWER/MS-4: Michael Thorley stated:

1. Storm sewer pipe repairs on ½ of 25th Street was done. When opening the street to replace the connective inlet at 25th and Hanford, it was too concreted to connect into so the inlet was moved to the shoulder of 25th Street and they ran the pipe on the shoulder of 25th Street. That was completed and installed, and the temporary pavement is in there. That is ready to be paved.
2. Along 24th Street, there was a section of pipe right in front of 335 N. 24th Street that had been crushed. That was opened up and the pipe was replaced, backfilled, and is ready to be paved this week.
3. At the catch basin at 24th and Church a sinkhole was found along the inlet. That was backfilled with flowable fill and concrete was placed around it.

TOWNSHIP BUILDINGS: Joe Templin stated nothing to report.

RECREATION: Joe Templin stated nothing to report.

PUBLIC SAFETY/CODE ENFORCEMENT/SANITATION: Justin Snyder stated several NOV were sent out for sanitation and high weeds, grass, and vehicles.

GREEN WASTE/RECYCLING: Justin Snyder stated Recycling Bins were ordered from the Greater Lebanon Refuse Authority.

Zoning:

Purchase Certificates issued as follows:

- No. 9-2024 issued to Anthony Fitzgibbons Law for the property located at 415 N. 23rd Street Lebanon, PA 17046. Seller's Name: Josué Hernandez-Rodriguez and Maria Rosa Amoto-Hernandez. Purchaser's Name: Bernardo Hernandez-Pinto, Carmen Rodriguez-Olalde, and Maria R. Amato-Hernandez.
- No. 12-2024 issued to Capstone Land Transfer for the property located at 1931 W. Cumberland Street, Lebanon, PA 17046. Seller's Name: Faron R. & Wendy L Schneck. Purchaser's Name: JVM Real Estate LLC (Jordan Mummau, Manager).

Zoning Permits Issued as follows:

- Z-16-2024 issued to Nicolas Rivas, 2318 Lehman Street, for installation of fence on east side of property line to house.
- Z-17-2024 issued to Skyler Ford, 309N 23rd Street, for installation of wooden fence.
- Z-18-2024 issued to Jessica Ortiz, 2116 Church Street, for pool.
- Z-19-2024 issued to Tiffany Lessna, 2322 Mifflin Street, for 169' linear fence.

Building Permits issued as follows:

- B-22-2024 issued to David Holm for 2110 Scull Street for SFD.

B-23-2024 issued to David Holm for 2106 Scull Street for SFD.
B-24-2024 issued to David Holm for 2102 Scull Street for SFD.
B-25-2024 issued to David Holm for 2114 Scull Street for SFD.
B-26-2024 issued to David Holm for 2396 Scull Street for SFD.

Excavation Permits issued as follows:

E-04-2024 issued to UGI for 2312 Mifflin Street for installation of new gas service.

FINANCE: Michelle Testerman made a motion, seconded by Phylis Dryden, and agreed by the Board to pay all the bills as submitted. All in favor.

OLD BUSINESS

No old business.

NEW BUSINESS

Justin Snyder made a motion, seconded by Phylis Dryden and agreed by the board to adopt Resolution 2024-011 to adopt Speedwell Boxcards as submitted to the commissioners and Lebanon County Department of Emergency Services. All in favor.

CORRESPONDENCE

Received checks as follows:

Anthony Fitzgibbons- \$50.00 for Purchase Certificate Request for 415 N. 23rd Street.
Greenwaste Card Renewals (7/3/2024)- 5 at \$30.00 each totaling \$150.00.
Lebanon County Tax Claim Bureau- \$450.28 for June 2024 Municipal Taxes.
Lebanon County Recorder of Deeds- \$980.00 for Local Realty Transfer Tax Distribution for the period from June 1, 2024 to June 30, 2024.
GMRI Inc- \$740.00 for 2024 2nd Quarter LST for Longhorn Steakhouse #5505.
North Lebanon Township Police Department (7/16/2024)- \$250.00 for parking tickets.
Greenwaste Card Renewals (7/9/2024)- 3 at \$30.00 each totaling \$90.00.
Genie Electronics Co. Inc.- \$325.00 for credit issued October 17, 2023.
Paylocity Corporation- \$39.00 for Seal-Tite LLC 2nd Quarter LST.
Paylocity Corporation- \$1,131.00 for Henry Molded Products INC LLC 2nd Quarter LST.
Paylocity Corporation- \$16.00 for Maguires Ford INC 2nd Quarter LST.
Rentals (7/17/2024)- 1 at \$50.00 each totaling \$50.00.
Lebanon County Probation Services- \$9.51 for Vehicle, Crimes Code, and Miscellaneous Income.
Lebanon Valley Mobile Homes- \$299.25 for Building Permit B-22-2024 (\$53.85), Building Permit B-23-2024 (\$53.85), Building Permit B-24-2024 (\$53.85), Building Permit B-25-2024 (\$53.85), Building Permit B-26-2024 (\$53.85), and administrative fee (\$30.00).
Capstone Land Transfer LLC- \$50.00 for purchase certificate request for 1931 W. Cumberland Street.
Gingrich- \$30.00 for Greenwaste Card.
Steiner & Sandoe- \$50.00 for Purchase Certificate Request for 1927 Church Street.
OneSource Virtual HR INC- \$12.00 for 2nd 2024 Quarter LST.
Nicolas Rivas- \$50.90 for Zoning Permit Z-16-2024.
Huntlar Corporation- \$5,129.00 for Water Tapping Fee (\$500.00), Sewer Tapping Fee (\$1,000.00), and Sewer EDU (\$3,629.00) for 1885 Alamo Way.

Huntlar Corporation- \$1,041.10 for dual meter pit (\$937.50), Poly Lock Lid (\$42.50), Insulating Disk (\$26.00), 1 FIPX3/4 in coupling (\$13.00), and 3/4in X CTS Coupling (\$22.10) for 1885 Alamo Way.

Huntlar Corporation- \$1,000.00 for Recreational Fee for 1885 Alamo Way.

North Lebanon Township- \$1,020.17 for June District Judge (\$673.29) and June Public Safety (\$346.88).

Hunter Zimmerman- \$50.00 for rental license for 1878 Alamo Way.

Skyler Ford- \$50.00 for Zoning Permit Z-17-2024.

Jessica Ortiz- \$82.78 for Zoning Permit Z-18-2024 and inspection fee (\$52.78) and Administrative Fee (\$30.00).

Jessica Ortiz- \$48.75 for water used for filling 2,500 gallon pool (\$18.75) and Administrative Fee (\$30.00).

Huntlar Corporation- \$5,129.00 for Water Tapping Fee (\$500.00), Sewer Tapping Fee (\$1,000.00), and Sewer EDU (\$3,629.00) for 1878 Alamo Way.

Huntlar Corporation- \$1,041.10 for dual meter pit (\$937.50), Poly Lock Lid (\$42.50), Insulating Disk (\$26.00), 1 FIPX3/4 in coupling (\$13.00), and 3/4in X CTS Coupling (\$22.10) for 1878 Alamo Way.

Huntlar Corporation- \$1,000.00 for Recreational Fee for 1878 Alamo Way.

Barristers Land Abstract- \$50.00 for purchase certificate Request for 525 N. 23rd Street.

UKG Inc- \$1.33 for Kronos SaaShr INC. 2nd Quarter LST.

Harry Mellinger- \$30.00 for Greenwaste Card Renewal.

Paychex INC./Taxpay- \$4.00 for Elevate PFS Holdings INC. for 2nd Quarter 2024 LST.

Paychex INC./Taxpay- \$22.00 for Lebanon Chicken LST for 2nd Quarter 2024 LST.

Heartland Payroll Solutions, INC- \$110.00 for 2nd Quarter 2024 LST.

UGI- \$257.50 for Excavation Permit E-04-2024 for 2312 Mifflin Street.

Tax Production- \$26.00 for J W Safety Management & Training for 2024 2nd Quarter LST.

Tax Production- \$166.00 for Lebanon Donuts LLC for 2024 2nd Quarter LST.

Tax Production- \$156.00 for Bridge Distribution Services LLC for 2024 2nd Quarter LST.

Marjorie Gingrich- \$195 for handicap parking application fee (\$150.00) and yearly maintenance (\$45.00).

Public Partnerships LLC- \$12.00 for Virginia Heise 2nd Quarter LST.

John Gurganus- \$10.00 for Greenwaste card Replacement.

Rescue Social Club- \$24.00 for 2024 2nd Quarter LST.

Paytime Harrisburg INC.- \$48.00 for 2024 2nd Quarter LST.

ADP- \$74.00 for MF Companies for 2024 2nd Quarter LST.

ADP- \$324 for Moyer Nissan of Lebanon for 2024 2nd Quarter LST.

ADP- \$4.00 for Bath & Body Works LLC for 2024 2nd Quarter LST.

ADP- \$204.00 for Eternity Sales Corp for 2024 2nd Quarter LST.

ADP- \$92.00 for Mavis Tire Supply for 2024 2nd Quarter LST.

ADP- \$7.00 for Speedway LLC for 2024 2nd Quarter LST.

ADP- \$13.00 for First Energy Service Company for 2024 2nd Quarter LST.

ADP- \$74.00 for MF Companies for 2024 2nd Quarter LST.

ADP- \$78.00 for Speedway LLC for 2024 2nd Quarter LST.

ADP- \$1,515.00 for Boscov's Department Store LLC for 2024 2nd Quarter LST.

ADP- \$298.00 for Heavy Equipment Loaders & Parts for 2024 2nd Quarter LST.

ADP- \$26.00 for Travel Center INC for 2024 2nd Quarter LST.

ADP- \$640.00 for Brentwood Industries INC for 2024 2nd Quarter LST.
ADP- \$12.00 for Wellspan INC for 2024 2nd Quarter LST.
ADP- \$78.12 for Daniel F. Young INC for 2024 2nd Quarter LST.
Tiffany Lessna- \$69.04 zoning permit Z-19-2024 for Fence for 2322 Mifflin Street.
DJ-52-3-03: \$404.76 for July 2024. Local Ordinance (\$376.09), Title 18- Payable to Municipality (\$28.67).

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).
Barley Snyder- Zoning Appeal of Carmen Rodriguez information.
Met-Ed- notification of change occurring to unmetered streetlight tariff effective January 1, 2024.
Erie Insurance- Certificate of Insurance for JK Carpentry & Concrete (John P. Krizan D/B/A).
Accord- Certificate of Liability Insurance for E.K. McConkey & Co. Inc. (Producer) for B.R. Kreider & Son, Inc.
Erie Insurance- Certificate of Insurance for Lititz Sign Company LLC.

The next meeting of the West Lebanon Township Board of Commissioners is Tuesday September 3, 2024 at 7:00 p.m. at the West Lebanon Township Building, 322 North 22nd Street.

Michelle Testerman made a motion, seconded by Justin Snyder and agreed by the Board to adjourn the meeting at 7:38 p.m.

Respectfully submitted,

Antoinette Issis, Secretary