

WEST LEBANON TOWNSHIP
September 3, 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. Joshua Weaver (absent)
Commissioner Phylis Dryden	Solicitor: Mr. Paul C. Bametzreider

Joe Templin made a motion, seconded by Phylis Dryden, and agreed by the Board to approve the minutes for August 5, 2024 with the correction under Police Report gets changed from January to July.

VISITORS' ADDRESS: There were 12 visitors in attendance.
No visitors addressed the board.

COMMITTEE REPORTS:

Treasurer's report:

Lebanon County Treasurer Real Estate Taxes collected are \$538.90 from 8/11/2024 to 8/24/2024
Municipal (\$538.90), Street Light Taxes (\$0.00).

Lebanon County Treasurer Real Estate Taxes collected are \$10,058.36 from 8/11/2024 to
8/24/2024 Municipal (\$9,229.94), Street Light Taxes (\$828.42).

Total monies in all West Lebanon Township accounts as of August 31, 2024, are \$1,845,436.23.

Michelle Testerman made a motion, seconded by Justin Snyder 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 August 2024 as follows:

Total Calls for the month	49
Traffic Arrests	40
Criminal Arrests	10
Parking Tickets	14
Faulty Equipment Cards	05
Non-Reportable Incidents	18
Reportable Incidents	18
UCR Crimes	03

Chief Knight stated there was a total of 742 calls for the month of August between North Lebanon Township and West Lebanon Township. The year to date calls for the police department was 5277 calls between North Lebanon Township and West Lebanon Township. Chief Knight stated on August 27, 2024 a commission was formed for the police merger.

SPEEDWELL FIRE COMPANY:

Chase Testerman gave the following report for August 2024 as follows:
10 calls for the month with 47 personnel for 19.41 manhours.

Chase Testerman stated the fire company received information regarding a grant from Norfolk Southern Grant.

Michelle stated the fire company cannot apply and asked if the township could apply for the fire department because of the status being 501(4)c and not 501(3)c. Normally a resolution is made designating someone from the township to apply for grants however the deadline is October 1. Michelle asked what can be done.

Paul stated a resolution can still be adopted tonight and the board can designate someone to look into and apply or they could set a special meeting.

Michelle stated she would like to have a motion made to designate Antoinette, as township manager, research the grant and apply for the grant if eligible.

Justin Snyder made a motion, seconded by Joe Templin and agreed by the board to designate Antoinette, as township manager, research the grant and apply for the grant if eligible.

Chase Testerman stated during the July meeting he asked who was administering the Knox box keys. He was informed the township is administering them and will continue to administer who has the keys. Chase asked why Speedwell is paying if they are not administering.

Paul suggested looking at the ordinance regarding Knox-box keys.

Chase Testerman stated that the garage door at the fire department is having issues and will only open halfway.

Michelle asked if anyone notified the township manager of the issue.

Antoinette stated she was notified a few months ago and when going over to look at the door, the sensors were cleaned off and the garage door was working properly after that. Antoinette was unaware there was still issues going on with the garage door and it will get looked at.

HIGHWAY: Phylis Dryden stated the following:

1. Complaint was received regarding a tractor trailer driving along 23rd Street.
2. Paving on 25th Street has been completed.
3. A depression was found and repaired in front of 1953 W. Cumberland Street. Patch paving is scheduled to be completed 9/4/2024 on the depression.

WATER: Michelle Testerman stated the daily average for the month was 34,290 gallons per day (GPD). The water tank is full. The total City of Lebanon Authority (COLA) water was zero (0).

Michelle Testerman stated one operator passed the certification exam for backflow testing.

SEWER: Michelle Testerman stated the township is still receiving rags at the White Row Sewer pump station.

Joe Templin asked what is being done for the rags at the White Row?

Michelle stated there is a basket at the pump station but the township does not know the exact location where the rags are coming from. The basket is catching the rags.

Harry Fox stated the township does not know if the rags are coming from the east or the west side of the White Row but every time it is brought up, the township starts finding rags again.

STORM SEWER/MS-4: Michelle Testerman stated Mr. Rehab performed installation of strong seal concrete on storm sewer boxes on 24th Street and 25th Street.

TOWNSHIP BUILDINGS: Joe Templin stated the air condition units were serviced.

RECREATION: Joe Templin stated nothing to report.

PUBLIC SAFETY/CODE ENFORCEMENT/SANITATION: Justin Snyder stated the following:

1. Several NOV were sent out for sanitation and high weeds, grass, and vehicles.
2. Lebanon County Department of Emergency Services updated the boxcards that were approved at the August 5, 2024, meeting.
3. FEMA approved the 2023 Lebanon County Hazard Mitigation Plan adopted on February 5, 2024, and expires January 22, 2029.

GREEN WASTE/RECYCLING: Justin Snyder stated 904 Grant application was submitted on 8/6/2024.

Zoning:

Purchase Certificates issued as follows:

- No. 09-2024 issued to Anthony J. Fitzgibbons Law for the property located at 415 N. 23rd Street Lebanon, PA 17046. Seller's Name: Josue Hernandez Rodriguez and Maria Rosa Amoto Hernandez. Purchaser's Name: Bernardo Hernandez Pinto, Carmen Rodriguez, and Maria R. Amato-Hernandez.
- No. 10-2024 issued to Steiner & Sandoe for the property located at 1927 Church Street Lebanon, PA 17046. Seller's Name: Estate of Elizabeth M. Wile C/O Henry & Beaver Law Firm. Purchaser's Name: Wayne L & Danielle M. Weaver.
- No. 12-2024 issued to Capstone Land Transfer for the property located at 1931 W. Cumberland Street Lebanon, PA 17042. Seller's Name: Faron R. & Wendy L Schneck. Purchaser's Name: JVM Real Estate LLC (Jordan Mummau, Manager).

Building Permits issued as follows:

B-28-2024 issued to Randy Schmidt, 2300 Mifflin Street, for deck.

Zoning Permits issued as follows:

Z-22-2024 issued to Randy Schmidt, 2300 Mifflin Street, for deck.

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

OLD BUSINESS

The secretary stated no old business.

NEW BUSINESS

Phylis Dryden made a motion, seconded by Michelle Testerman and agreed by the board to adopt Ordinance No. 539 amending the codified ordinance of West Lebanon Township at Chapter 15, Part 3, Section 15-302 in order to prohibit parking at all times on both sides of 25th Street between Union Canal Drive and the railroad bridge used by Norfolk Southern.

Joe Templin asked what about the side of the road closest to Hershey Chocolate Warehouse? Antoinette stated that the road is West Lebanon Township's right of way and part of the grass area is still West Lebanon Township.

Paul stated this was discussed at the July meeting and that is West Lebanon Township's Road and if vehicles park along the fence area, they are trespassing and that is a bigger problem.

Michelle asked where the Magnolia Place property begins, because when the fire company has boot drives they park in the grass area.

Antoinette stated the Magnolia Place property line begins along the grass area.

Michelle Testerman made a motion, seconded by Phylis Dryden to table authorizing the advertisement of Ordinance 540 electing to establish a non-uniform pension plan to be administered by the Pennsylvania Municipal Retirement System for full time employees for the October 7, 2024, meeting. Motion was made to table until more information was provided to commissioners in regards to rates. Joe Templin Voted no due to not wanting a state pension plan controlling the township retirement plan. Motion passes with a 4-1 vote.

Discussion was held regarding the rates and impact of PMRS plan.

Michelle Testerman brought up a concern regarding the hiring process with the township and only the president commissioner and manager being involved in the hiring process when the township has a personnel committee.

Antoinette stated she is arranging interviews and negotiating with candidates after extending job offers.

Discussion was held regarding commissioners being involved with the hiring process. John Gurganus asked going forward that Antoinette notifies the commissioners the on personnel committee for interviews if they are available.

Michelle Testerman brought up to the commissioners to revisit Resolution 2024-09 for rules and regulations for orderly meetings about when a commissioner votes "no". She said that when a commissioner votes no and the reason is his prerogative, that is a reason.

Phylis stated the commissioners are representing the public and should explain a "no" vote.

Paul stated he can look into the sunshine law and 1st class township code to see what degree a commissioner should explain their reason for voting no.

CORRESPONDENCE

Received checks as follows:

North Lebanon Township Police Department (8/6/2024)- \$300.00 for parking tickets.

Lebanon County Recorder of Deeds- \$1,349.95 for Local Realty Transfer Tax Distribution for the period from July 1, 2024 to July 31, 2024.

Greenwaste keycards (8/8/2024)- 2 at \$30.00 each totaling \$60.00.

David Holm- \$6909.00 for 2096 Scull Street Water EDU (\$3,280.00) and Sewer EDU (\$3,629.00).

Henry Molded Products- \$1,252.59 for Building Permit B-27-2024 (\$396.29), Zoning Permit Z-20-2024 (\$826.30), and administration fee (\$30.00).

Anthony Fitzgibbons- \$50.00 for purchase certificate request for 603 N. 22nd Street.

North Lebanon Township (8/19/2024)- \$50.00 for Parking Tickets.

Anthony Fitzgibbons- \$50.00 for purchase certificate request for 2430 Lehman Street.

North Lebanon Township Police Department- \$100.00 for parking tickets.

Greenwaste Cards (8/19/2024)- 3 at \$30.00 each totaling \$90.00.

North Lebanon Township- \$1489.33 for July Public Safety (\$724.59) and July District Judge (\$764.74).

CVS Pharmacy- \$1,075.00 for traffic signal (22nd Street/Cumberland Street) maintenance performed by C.M. High.

North Lebanon Township Police Department (8/30/2024)- \$75.00 for parking tickets.

Randy Schmidt- \$624.00 for Building Permit B-28-2024 (\$64.00), Zoning Permit Z-21-2024 (\$530.00), and administrative fee (\$30.00).

DJ-52-3-03: \$360.85 for August 2024. Local Ordinance (\$360.85), Title 18- Payable to Municipality (\$0.00).

Received letters as follows:

Accord- Certificate of Liability Insurance for Lechner & Stauffer, INC (Producer) for North Start Construction Management Inc. (Insured).

Department of Emergency Management- FEMA approved the 2023 Lebanon County Hazard Mitigation Plan adopted in February 2024. Plan expires January 22, 2029.

Lebanon Community Library- Thanking township for continued support of donation.

UGI- safety tips for gas service.

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

Michelle Testerman made a motion, seconded by Phylis Dryden and agreed by the Board to adjourn the meeting at 7:57 p.m.

Respectfully submitted,

Antoinette Issis, Secretary