

WEST LEBANON TOWNSHIP
April 6, 2020

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:

Comm. Richard Pflueger	Treasurer: Julie Clouse (Connected on Zoom)
Comm. John Brenner	Secretary: Antoinette Issis
Comm. Michelle Testerman	Maint.: John Brenner
Comm. Harry Fox	Twp. Engineer: Mr. Joshua Weaber (Connected on Zoom)
Comm. Phylis Dryden	Solicitor: Mr. Paul C. Bametzreider (Connected on Zoom)

Harry Fox made a motion, seconded by Michelle Testerman and agreed by the Board to approve the minutes as written March 2, 2020.

VISITORS' ADDRESS: There were 6 visitors who called into the meeting.

Justin Snyder, 1923 West Cumberland Street, stated Thank You to the township for doing a great job.

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 \$3,525.95 from 2/28/2020 to 3/12/2020 Municipal (\$3,248.85), Street Light Taxes (\$277.10).

Lebanon County Treasurer Real Estate Taxes collected are \$10,354.45 from 3/13/2020 to 3/19/2020 Municipal (\$9,648.10), Street Light Taxes (\$706.35).

Total monies in all West Lebanon Township accounts as of March 31, 2020 are \$1,861,282.02.

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

POLICE: Chief Easter was not in attendance. John Brenner gave the report for the month of March 2020 as follows:

Total Calls for the month	19
Traffic Arrests	9
Criminal Arrests	127
Parking Tickets	0
Faulty Equipment Cards	1
Non-Reportable Incidents	13

Reportable Incidents	15
UCR Crimes	8

John Brenner stated that the 127 Criminal arrests was for 2 people who were going through people's mail and taking mail and packages from residents. Police responded to these incidents in a timely manner.

SPEEDWELL FIRE CO.:

Michelle Testerman stated due to COVID-19 the fire department report will be given at a later time.

HIGHWAY: Phylis Dryden stated only paving repairs are being done this year. Repairs will be done by township and help from sub-contractor.

WATER: Harry Fox stated the daily average for the month was 33,097 gallons per day (GPD). The water tank is full. The total City of Lebanon Authority (COLA) water was zero (0). Harry Fox stated report on water payments, which was distributed to the commissioners, the board decided to wave late fees and suspend all water shut off till the COVID-19 passes. All billings will still go out as the quarter normal dates with late fees.

SEWER: Harry Fox stated no clogs but still receiving baby wipes/toys in the trap. Thomas the Train, Baby Pacifier, Donald Duck were found in the last 2 weeks. Traps prevented all from getting in pumps.

STORM SEWER/MS-4: Harry Fox stated nothing to report.

Josh Weaber sent the engineer report to the township.

1. Water allocation permit was submitted and awaiting response from PADEP.
2. Chapter 94 Report-2019 was submitted in early March. Confirmed receipt with the City of Lebanon Authority.
3. DCNR Grant for the Playground- The submission deadline is April 22, 2020. Grant put on hold. Can apply in 2021.
4. Lehman Street Curb and Sidewalk Project- Steckbeck Engineering provided final submission to PennDOT for final review and approval.
5. Ongoing Inspections- Rutter's Expected project completion and closeout this spring. Henry Molded Products expected project completion and closeout this spring.

TOWNSHIP BUILDINGS: Michelle Testerman stated nothing to report.

RECREATION: Michelle Testerman stated putting playground project on hold until later due to COVID-19 and funding that will be needed.

PUBLIC SAFETY/CODE ENFORCEMENT/SANITATION: John Brenner stated COVID-19 Declaration of Emergency was signed on 3/16/2020 at 7:00 am. Commissioners are being updated by e-mail, phones daily on EOC Operations.

GREEN WASTE/RECYCLING: John Brenner stated DEP paperwork for reimbursement of grant was sent in on 3/22/2020.

Zoning:

Purchase Certificates issued as follows:

Street Excavation Permits issued as follows:

SP 1-20-2020 issued to UGI for the property at 2323 Lehman Street, Lebanon, PA 17046.

Zoning Permits issued as follows:

#01-2020 issued to Jeanna J. Arnold, 325 N. 24th Street, for 4' fence at the rear.

FINANCE: Phylis Dryden made a motion, seconded by Harry Fox and agreed by the Board to pay all the bills as submitted.

OLD BUSINESS

The Secretary stated no old business.

NEW BUSINESS

Michelle Testerman made a motion, seconded by Harry Fox and agreed by the board to adopt Resolution 2020-03 establishing suspended late fees and shut off during a declared emergency for water and sewer payments.

CORRESPONDENCE

Received checks as follows:

Rental License- 4 at \$50.00 each totaling \$150.00.

Lebanon County Recorder of Deeds- \$345.76 for Local Realty Transfer Distribution for the period from January 1, 2020 to January 31, 2020.

Commonwealth of PA- \$350.00 from the Liquor Control Board for Refund Liq and Malt Bev liquor fees issued from August 1,2019 to January 31, 2020.

Popeye's- \$500.00 for false alarm fines.

Jeanna Arnold- \$22.50 for Zoning Permit #01-2020 for 4' fence at the rear of 325 N. 24th Street.

Ezra Luthy- \$50.00 for rental license #2020-215.

Lifeway Church- \$20.00 for alarm permit #32-2019.

CSR- \$145.60 for metal scrap recycling.

CSR- \$16.10 for metal scrap recycling.

UGI- \$212.50 for Street Excavation Permit #SP1-20-2020 for 2323 Lehman St.

Mark Stuckley- \$50.00 for Purchase Certificate # 4-2020.

Longhorn Steakhouse- \$2399.46 for Composite Sampling for October 2019 to February 2020.

DJ-52-3-03: \$211.86 for March 2020. Local Ordinance (\$103.76), Title 18- Payable to Municipality (\$108.10).

Received letters as follows:

Greater Lebanon Refuse Authority- received their minutes for March 2020 meeting.

Garcia Garman & Shea- draft of Financial Statements.

Comcast- Cartoon Network moving to digital preferred package.

JBT- Standby Letter of Credit.

Erie Insurance- Certificate of Insurance for insured Arnold's Construction.

Accord- Certificate of Liability Insurance for Zinn Insurance (Producer) for Hoffer Paving (Insured).

Lebanon County Bureau of Elections & Voter Registration- Thank you for serving as a polling location for 2020 election.

Garcia, Garman & Shea- 2019 audit report.

The next meeting of the West Lebanon Township Board of Commissioners is May 4, 2020 7:00 p.m. at the West Lebanon Twp. Bldg., 322 North 22nd Street.

Michelle Testerman made a motion, seconded by Harry Fox and agreed by the Board to adjourn the meeting at 7:05 p.m.

Respectfully submitted,

Antoinette Issis, Secretary