

WEST LEBANON TOWNSHIP
May 4, 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:

Commissioner Richard Pflueger	Treasurer: Julie Clouse
Commissioner John Brenner	(Connected on Zoom)
Commissioner Michelle Testerman	Secretary: Antoinette Issis
Commissioner Harry Fox	Maintenance: John Brenner
Commissioner Phylis Dryden	Township Engineer: Mr. Joshua Weaber (Connected on Zoom)
	Solicitor: Mr. Andrew J. Race (Connected on Zoom)

Phylis Dryden made a motion, seconded by Harry Fox, and agreed by the Board to approve the minutes as written April 6, 2020. All in favor.

VISITORS' ADDRESS: There were 8 visitors who called in on Zoom.

Justin Snyder, 1923 West Cumberland Street, stated Henry Molded basin is retaining water and not draining.

John Brenner stated he will follow up with the conservation district. The issue is due to the soil. Commissioner Testerman was there on May 3, 2020 and it was still retaining water. John stated he will make a phone call regarding the issue on May 5, 2020.

Andrew Race stated he is tracking 2436 Guilford Street, which is on hold due to COVID-19.

John Brenner stated the township never received a copy of the lien filed for the property. The township received a bill for the response about the lien but not a copy of the lien.

Andrew stated the lien was filed and will get forwarded to the township.

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 \$7,607.67 from 3/30/2020 to 4/8/2020 Municipal (\$6,976.27), Street Light Taxes (\$631.40).

Lebanon County Treasurer Real Estate Taxes collected are \$10,150.46 from 4/9/2020 to 4/16/2020 Municipal (\$9,168.37), Street Light Taxes (\$982.09).

Lebanon County Treasurer Real Estate Taxes collected are \$11,077.21 from 4/17/2020 to 4/23/2020 Municipal (\$10,299.20), Street Light Taxes (\$778.01).

Lebanon County Treasurer Real Estate Taxes collected are \$32,528.01 from 4/24/2020 to 4/30/2020 Municipal (\$30,909.50), Street Light Taxes (\$1,618.51).

Total monies in all West Lebanon Township accounts as of April 30, 2020 are \$1,881,302.63.

Phylis Dryden made a motion, seconded by Harry Fox, and agreed by the Board to accept the Treasurer's report. All in favor.

POLICE: John Brenner gave the report for the month of April 2020 as follows:

Total Calls for the month	22
Traffic Arrests	4
Criminal Arrests	0
Parking Tickets	1
Faulty Equipment Cards	0
Non-Reportable Incidents	14
Reportable Incidents	22
UCR Crimes	4

SPEEDWELL FIRE CO.:

Michelle Testerman gave the following report for March 2020: 6 fire police calls. 1 fire call with 1 person responding.

Michelle Testerman gave the following report for April 2020: 1 vehicle accident at tunnel, 1 investigation inside at 2314 Mifflin Street, 1 assist to Lebanon City for a second alarm structure fire, 1 AFA Malvones apartment building (extracurricular activities triggered alarm), 1 fire police call canceled en route.

Michelle Testerman stated, in January the fire company received a letter with "suggested" requirements with a due date of 12/31/2020. Due to the COVID-19 pandemic and closing of ALL fire schools and classes this has posed a problem. In March, 5 firefighters were scheduled to go to a fire school weekend in Lycoming county and that was cancelled. Multiple firefighters were going for FF1 and that was also cancelled No new dates have been set as of this time. Due to social distancing and stay at home orders of Governor Wolfe, we have not held training's or any other fire company function to comply with the order.

HIGHWAY: Phylis Dryden stated street cleaner will be running on May 6, 2020 and May 13, 2020. Residents are encouraged to remove vehicles from streets but will not be fined if vehicles are not removed for this month of May.

WATER: Harry Fox stated the daily average for the month was 34,033 GPD gallons per day (GPD). The water tank is full. The total City of Lebanon Authority (COLA) water was zero (0).

SEWER: Harry Fox stated no clogs, but the township is still receiving baby wipes in the trap. There is an ongoing investigation, however the township is down to 3 houses doing the wipes.

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

TOWNSHIP BUILDINGS: Michelle Testerman stated COVID-19 signs were installed. Floor markings, etc. will be completed within next week. Employees and Commissioners temperature screening in place.

RECREATION: Michelle Testerman stated nothing to report.

PUBLIC SAFETY/CODE ENFORCEMENT/SANITATION: John Brenner stated COVID-19 Declaration of Emergency was signed on 3/16/2020 and renewed/continued every week since. Commissioners are being updated by e-mail, phones daily on EMA/ EOC Operations daily. John Brenner stated a complaint was filed from resident on 4-wheelers, motorcycles, working on cars. A copy was given to all commissioners.

Phylis Dryden stated she has read the notices sent out every day and she is impressed about how informative they are.

GREEN WASTE/RECYCLING: John Brenner stated nothing to report.

Zoning:

Purchase Certificates issued as follows:

No. 09-2020 issued to Homesale Settlement Service for the property at 2308 Lehman Street Lebanon PA. Seller's Name: Patrick & Melanie German. Purchaser's Name: Hari Om Enterprises INC.

Zoning Permits Issued as Follows:

Z-02-2020 issued to James Discuillo, 1967 W. Cumberland Street, for enclosing existing patio.

FINANCE: John Brenner made a motion, seconded by Harry Fox, and agreed by the Board to pay all the bills as submitted. All in favor.

OLD BUSINESS

The secretary stated no Old Business.

NEW BUSINESS

Harry Fox made a motion, seconded by Phylis Dryden, and agreed by the Board to adopt Resolution 2020-04 amending and supplement the West Lebanon Township Tax Collection Policy. All in favor.

Harry Fox made a motion, seconded by Michelle Testerman, and agreed by the Board to adopt Resolution 2020-05 adopting the 2-year agreement with TNT Sanitation for single family residential trash and recycling services in the township effective July 1, 2020 to the last pick up being June 30, 2022. The rates per quarter for the length of the contract are \$69.00 and \$64.00 for seniors over 60. All in favor.

Michelle Testerman made a motion, seconded by Harry Fox, and agreed by the Board to adopt Resolution 2020-06 for COVID-19 that John Brenner, EMA Coordinator is authorized to execute for and in behalf of West Lebanon Township, Lebanon County. All in favor.

CORRESPONDENCE

Received checks as follows:

Olde Mill Holdings (Dickerson)- \$125.00 for past due lawncare for 351 N. 20th Street.
Olde Mill Holdings (Dickerson)- \$215.00 for past due snow removal for 351 N. 20th Street.
CSR- \$8.00 for Metal Recycling.
Paylocity- \$404.00 for Maguire's Nissan 1st Quarter 2020 LST.
KleinFelter's Auction INC.- \$7110.00 for Auction payment for old metal office supplies.
Lebanon County Recorder of Deeds- \$2,140.83 for Local Realty Transfer Tax Distribution for the period March 1, 2020 to March 31, 2020.
USA Bluebook- \$5,482.19 for returned chlorinator pump.
Camp Hill Borough- \$199.80 for COVID-19 Supplies (Clorox Wipes, Lysol Spray, Hand Sanitizer).
Paycom Payroll LLC.- \$97.00 for Jack Williams Tire Company INC. 1st Quarter 2020 LST.
Lbrands- \$202.00 for Victoria's Secret Stores, LLC 1st Quarter 2020 LST.
Everlast Roofing- \$12.00 for 1st Quarter 2020 LST.
North Lebanon Township- \$28.48 for public safety at 1460 Old Highway Lane.
Miller Logistics & Heavy Equipment Transport INC.- \$14.00 for 2020 1st Quarter LST.
KleinFelter's- \$91.65 for auction payment for old metal office supplies.
Rescue Hose Company No. 4- \$22.00 for 1st Quarter 2020 LST.
People 2.0 Global LLC- \$13.00 for 1st Quarter 2020 LST.
James Discuillo, JR.- \$21.90 for Zoning Permit #02-2020 167 W. Cumberland Street.
Homesale Settlement- \$50.00 for Purchase Certificate #9-2020 for 2308 Lehman Street.
ADP- \$912.00 for Brentwood Industries 1st Quarter 2020 LST.
ADP- \$36.00 for Travel Center Inc 1st Quarter 2020 LST.
ADP- \$132.00 for Prizm Asset Management 1st Quarter 2020 LST.
ADP- \$116.00 for FedEx Supply Chain 1st Quarter 2020 LST.
ADP- \$1,755.00 for Boscov's Department Store 1st Quarter 2020 LST.
ADP- \$86.00 for Eternity Sales Corp 1st Quarter 2020 LST.
Lebanon Chicken LLC- \$102.00 for 1st Quarter 2020 LST.
Fox's Transport- \$525.00 for 1st Quarter 2020 LST.
Heavy Equipment, Loaders & Parts, INC- \$366.00 for 1st Quarter 2020 LST.
Olde Mill Holdings LLC. - \$50.00 for Residential Rental License, 351 North 20th Street.
Henry Molded Products- \$1,411.00 for 1st Quarter 2020 LST.
Payroll Tax Filing Services, INC.- \$202.00 for Schuylkill Valley Sporting Goods Inc. for 1st Quarter 2020 LST.
Lebanon County Recorder of Deeds- \$188.65 for Local Realty Transfer Tax Distribution for the period from April 1, 2020 to April 30, 2020.
DJ-52-3-03: \$80.78 for April 2020. Local Ordinance (\$80.78), Title 18- Payable to Municipality (\$0.00).

Received letters as follows:

Diversified Technology- reviewing options for electronic payment.

Keystone Collections Group- discussion on impact of world-wide pandemic.

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

Evelyn Perez- Letter stating she does not think she is in violation for violation notice.

Comcast- informing of programming changes.

Erie Insurance- Certificate of Insurance of Lebanon Valley Homes.

The next meeting of the West Lebanon Township Board of Commissioners is June 1, 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 7:11 p.m.

Respectfully submitted,

Antoinette Issis, Secretary