

DRAFT MINUTES

WEST LEBANON TOWNSHIP
September 8, 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 (Zoom)
Commissioner John Brenner	Secretary: Antoinette Issis
Commissioner Michelle Testerman	Maintenance: John Brenner
Commissioner Harry Fox	Township Engineer: Mr. Joshua Weaber
Commissioner Phylis Dryden	Solicitor: Mr. Andrew J. Race

Harry Fox made a motion, seconded by Phylis Dryden, and agreed by the Board to approve the minutes as written August 3, 2020.

VISITORS' ADDRESS: There were 5 visitors in attendance. There were 2 calls on zoom. No visitors addressed the board of commissioners.

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 \$512.55 from 7/24/2020 to 8/6/2020 Municipal (\$495.55), Street Light Taxes (\$17.00).

Lebanon County Treasurer Real Estate Taxes collected are \$5,430.45 from 8/7/2020 to 8/20/2020 Municipal (\$4,494.60), Street Light Taxes (\$75.65).

Lebanon County Treasurer Real Estate Taxes (Interim Taxes) collected are \$1,370.85 from 8/21/2020 to 9/3/2020 Municipal (\$1,370.85), Street Light Taxes (\$0.00).

Lebanon County Treasurer Real Estate Taxes collected are \$748.20 from 8/21/2020 to 9/3/2020 Municipal (\$694.65), Street Light Taxes (\$53.55).

Total monies in all West Lebanon Township accounts as of August 31, 2020 are \$2,035,535.76.

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 August 2020 as follows:

Total Calls for the month	39
Traffic Arrests	22
Criminal Arrests	10
Parking Tickets	47
Faulty Equipment Cards	0
Non-Reportable Incidents	11
Reportable Incidents	27

Harry Fox stated to John Brenner: If you report to the police chief, there is a mini motorcycle driving between Guilford Street and Mifflin Street.

John Brenner told Harry if you let me know the address after the meeting of who is driving it, I will forward it to the chief.

SPEEDWELL FIRE CO.:

Tina Houser gave the following report for August 2020 as follows:

Eleven (11) personnel responded to four (4) calls for two (2) hours and fifteen (15) minutes.

Fire Police did not respond to any calls.

Training for hours for the month: fifty-four (54) people for one hundred seventeen (117) hours.

Training included the following:

1. Sixteen (16) personnel for First Aid/CPR/AED/Blood Borne Pathogens
2. Fifteen (15) personnel for company training autism
3. Thirteen (13) personnel for driver training
4. Five (5) personnel for mutual AID Training
5. Five (5) personnel for maintenance training

HIGHWAY: Phylis Dryden stated continuing to paint curbs. All cross walks and stop bars done and the Willow Street unpaved area was completed.

Harry Fox stated Lehman when traveling from Lehman to 25th Street towards the tunnel, there is a tree with the branches close to the ground and it is impeding driver's vision to view the appropriate distance when stopping at the stop sign.

John Brenner stated he will look at it tomorrow (9/9/2020).

WATER: Harry Fox stated the daily average for the month was 35,968 gallons per day (GPD). The water tank is ½ full. The total City of Lebanon Authority (COLA) water was zero (0). The township is working on replacing 12 broken water boxes, found during last water reads.

SEWER: Harry Fox stated pump alarms came in on 8/31/2020 at 03:48. 1 pump burned up; rubber gasket tied in knots was found in pump. Cost occurred will be given at October meeting for damage.

Harry Fox suggested purchasing a spare pump due to the time the pump is being spent at Keener's being repaired.

John Brenner stated normally the pumps get sent to be rebuilt every 5 years, however due to the vandalism they have been getting built yearly recently.

Michelle Testerman suggested the township wait until knowing if the pump can be repaired prior to purchasing a new pump.

Harry Fox made a motion, seconded by John Brenner, and agreed by the board for the township to purchase a new pump. Michelle Testerman opposed.

Justin Snyder, 1923 Cumberland Street, asked if there is anything that could be placed in the manholes as a trap to collect the larger items, so it does not burn out the pump?

Josh Weaber stated looking at different systems to catch the larger items, however it could get costly.

John Brenner asked if we could get something built to catch the larger items, but the rags and paper towels will still go through.

Andrew Race asked Josh what the cost of a new system would be?

Josh Weaber stated he would have to investigate the cost.

Andrew Race recommended Josh Weaber looks at the cost prior to completing the motion.

John Brenner stated he disagrees due to needing DEP permits and it could take approximately 2 years.

STORM SEWER/MS-4: Josh Weaber stated Henry Molded removed the seeding and waiting for the grass to grow in and get stabilized and close out.

Josh Weaber stated the other issue is the wording in the ordinances for definitions of structures. The ordinances should have more clear definitions and amendments for approval for large and small projects. Josh stated to also define regulated activity.

John Brenner stated the reason this was brought up was because he had to put a stop workorder on a showroom due to not having permits and he had to get them on the stormwater ordinance.

Andrew Race suggested that the motion from August 3, 2020 regarding the animal ordinance be amended to include making corrections to other ordinances as well.

John Brenner made a motion, seconded by Michelle Testerman, and approved by the board to amend the animal ordinance corrections from the August 3, 2020 meeting to also include making corrections to other ordinances including the animal ordinance.

TOWNSHIP BUILDINGS: Michelle Testerman stated nothing to report.

RECREATION: Michelle Testerman stated nothing to report.

PUBLIC SAFETY/CODE ENFORCEMENT/SANITATION: John Brenner stated a total of \$21,144.45 was sent to FEMA for COVID-19 cost. The federal share is 75% and 25% to be paid by the State.

John Brenner stated he caught one of the motorcycle issues and will be taking them to court. John stated they were caught on noise issues and the landlord was in violation due to letting it occur.

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

Zoning:

Purchase Certificates issued as follows:

No.-12-2020 issued to Iron Valley Abstract for the property at 2416 Guilford Street Lebanon, PA. Seller's Name: Darren & Joslyn Hachecker. Purchaser's Name: Omar Oliveras Feliberty.

No.13-2020 issued to First American Abstract of PA for the property at 2001 Cumberland Street Lebanon, PA. Seller's Name: Karor, II, LLC Maguire's Nissan of Lebanon. Purchaser's Name: MCP of Lebanon INC.

No.-14-2020 issued to Anthony J. Fizgibbons, law office for the property at 2308 Church Street Lebanon, PA. Seller's Name: Jack W. Putt, Jay C. Putt, & Jere A. Putt. Purchaser's Name: Manuel & Martha Diaz.

No. 15-2020 issued to Lebanon Land Transfer for the property at 1953 West Cumberland Street Lebanon, PA. Seller's Name: Jordan and Jamie Ebersole. Purchaser's Name: David C. Garrison and Jade L. Herto.

Zoning Permits issued as follows:

Z-9-2020 to Jacobs Telecom, 1824 Church Street, to install wooden pole for AT&T.

Z-10-2020 to Haller Enterprises, 2199 W. Cumberland Street, for installing HVAC.

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

OLD BUSINESS

The Secretary stated no Old Business.

NEW BUSINESS

Harry Fox made a motion, seconded by John Brenner, and agreed by the board to adopt Resolution 2020-07 authorizing the clerk of West Lebanon Township to re-instate all late fees and water/sewer shut offs effective September 8, 2020. Michelle Testerman and Phylis Dryden opposed. Richard Pflueger is in favor for motion.

Michelle Testerman stated she has questions regarding the Resolution to be passed.

1. The water/sewer shut off and late fees were put in place due to the state of emergency, however we are still in a state of emergency.
2. There was a letter sent out from the township about 2 weeks ago stating that residents will have to start paying late fees and water/sewer shut offs will be put into effect starting September 8, 2020. Is that legal to send the letters prior to the resolution going into effect?

Andrew Race stated if the date in the letter is correct and the resolution gets passed it is legal. If the resolution does not get passed, then a corrective letter needs to get sent out.

CORRESPONDENCE

Received checks as follows:

Fox's Transport- \$499.00 for 2020 2nd Quarter LST.

Heavy Equipment, Loaders & Parts, Inc- \$284.00 for 2020 2nd Quarter LST.

Miller Logistics & Heavy Equipment Transport INC.- \$10.00 for 2020 2nd Quarter LST.
Payroll Tax Filing Services, INC- \$6.00 for Schuylkill Valley Sporting GDS INC 2020 2nd Quarter LST.

GMRI- \$326.00 for 2020 2nd Quarter LST.

Edge Settlement- \$75.00 for Purchase Certificate 12-2020 for 2416 Guilford Street.

North Lebanon Township Police Department- \$225.00 for street sweeper tickets.

Steve Moyer Subaru- \$50.00 for Purchase Certificate #13-2020 Maguires Nissan to McP of Lebanon Inc for the property located at 2001 W. Cumberland Street.

North Lebanon Township Police Department- \$250.00 for street sweeper tickets.

Lebanon County Court of Common Pleas (vehicle, crimes code and miscellaneous income)- \$9.41 for fines.

County of Lebanon- \$719.59 for July 2020 Municipal Taxes.

Rescue Hose Co. No. 4- \$2.00 for 2020 2nd Quarter LST.

Keller BBQ (Michael Miller)- \$100.00 for Food License from August 2020 to August 2021.

Anthony Fitzgibbons- \$50.00 for Purchase Certificate #12-2020 for 2308 Church Street.

Lebanon County Recorder of Deeds- \$616.91 for local Realty Transfer Tax Distribution for the period from July 1, 2020 to July 31, 2020.

Jacobs Telecom- \$257.25 for zoning permit #-9-2020 for 1824 Church Street for AT&T.

Alden Avenue LLC- \$500.00 for utility escrow (Met-Ed bills) for traffic signal at 22nd Street and W. Cumberland Street.

Haller Enterprises- \$273.79 for Zoning permit #Z-10-2020 for 2199 W. Cumberland St.

North Lebanon Township Police Department- \$250.00 for street sweeper tickets.

Greenwaste Key- 2 at \$30.00 each totaling \$60.00.

North Lebanon Township- \$125.00 for street sweeping tickets.

North Lebanon Township- \$25.00 for street sweeping tickets.

North Lebanon Township- \$50.00 for street sweeping tickets.

Ratha San- \$50.00 for residential rental license.

PA Fire Recovery Service LLC- \$1405.63 for MVA collected on 10/18/2019.

North Lebanon Township Police Department- \$50.00 for street sweeping tickets.

Randy Leedy- \$4,550.00 for curb lien at 302 N. 20th Street, #2011-01020.

Randy Leed- \$13.50 for Lien satisfaction fee for attorney for 302 N. 20th Street.

Greenwaste Key card- 2 at \$30.00 each totaling \$60.00.

Lebanon Land Transfer- \$50.00 for Purchase Certificate #15-2020 for 1953 W. Cumberland Street.

North Lebanon Township Police Department- \$215.00 for street sweeping parking tickets.

North Lebanon Township- \$600.00 for July Public Safety.

Lebanon County Court of Common Pleas- \$171.16 for Vehicle, Crimes Code and Miscellaneous Income.

Lebanon County Recorder of Deeds- \$1,127.00 for Local Realty Transfer Tax Distribution from August 1, 2020 to August 31, 2020.

DJ-52-3-03: \$1,310.23 for August 2020. Local Ordinance (\$760.23), Title 18- Payable to Municipality (\$550.00).

Received letters as follows:

Erie Insurance- Certificate of Insurance for insured Lapp Electrical Service INC.

Lebanon County Bureau of Elections/Voter Registration- informing of the presidential election being held on November 3, 2020.

Greater Lebanon Refuse Authority- received their minutes for August 2020 minutes.

Pennsylvania Department of Transportation- letter serving notification of estimated liquid fuels allocation for 2021 is \$24.392.25.

Hamilton & Musser, PC- auditing firm determining if West Lebanon Township is accepting proposals for the December 31, 2020 year end annual audit.

Erie Insurance- Certificate of Insurance for insured LAPP Electrical Service Inc.

Accord- Certificate of Liability Insurance for Assurance Agency LTD (Producer) for RoofOptions, LLC (insured).

The next meeting of the West Lebanon Township Board of Commissioners is Monday October 5, 2020 7:00 p.m. at the West Lebanon Twp. Bldg., 322 North 22nd Street.

Phylis Dryden requested the board of commissioners go into executive session at 7:33 p.m. The Board of Commissioners came out of executive session at 7:47 p.m.

John Brenner made a motion, seconded by Michelle Testerman, and agreed by the Board to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Antoinette Issis, Secretary