

MINUTES

South Lebanon Township

December 23, 2024

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1. The meeting of the South Lebanon Township Board of Supervisors was called to order at 7:00 p.m. by Chairman Stephen Krause, with Vice Chairman Jonathan Beers, Supervisor Robert Griffiths, Township Manager Jamie Yiengst, Assistant Township Managers Reba Donley and Douglas Bishop, Public Works Director Ron Johnson, Code Enforcement Officer David Eggert, Fire Chief Brian Kleinfelter, Deputy Fire Chief William Weikel and fifteen (15) visitors present.
2. Chairman Krause led the group in saluting the flag.
3. VISITORS:
 - A. Chairman Krause and Chief Kleinfelter presented Certificates of Recognition to Township firefighters Jeremy Brandt, Eric Martin and Benjamin Rebert for rescuing a resident from a house fire on November 30, 2024. The Board thanked the firemen for their dedication and service to the Township.
 - B. Tom Matteson, Diehm & Sons, Jeremy Burkholder, Ken Burkholder, Lynford Burkholder and Joshua Burkholder, Burkholder Tractors, were present to discuss New Business, items A – D.
 - C. Chad Smith, Steckbeck Engineering, was present to discuss New Business, Items E – G.
 - D. Tony and Drew Zimmerman, 25 Wilhelm Avenue, Jim Sak, 16 Edward Avenue, Jeffrey Chernich, 452 Olde Meadow Lane, Gary Martin, South Lebanon Fire Dept., and Lamar Martin, South Lebanon Fire Dept., were present to observe the meeting.
4. MINUTES:
 - A. The Minutes of the meeting held on December 10, 2024 were read and approved on motion by Griffiths, seconded Beers. Motion passed unanimously.
 - B. The Board read the Minutes of the Planning Commission meeting held on December 16, 2024.
5. REPORTS:
 - A. The Fire Department Report for November was read and accepted on motion by Griffiths, seconded by Beers. Motion passed unanimously.
 - B. The Fire Police Report for November was read and accepted on motion by Griffiths, seconded Beers. Motion passed unanimously.
 - C. The Property Maintenance Code Report for the month of November was read and accepted on motion by Griffiths, seconded Beers. Motion passed unanimously.
 - D. The District Justice Report for the month of November, indicating traffic fines of \$3,504.82, and non-traffic fines of \$332.89, for a total of \$3,837.71 collected, was accepted on motion by Griffiths, seconded Beers. Motion passed unanimously.
6. COMMUNICATIONS:
 - A. The Board read a letter from Beverly Levengood giving notice of her intent to retire as Township Administrative Assistant effective January 2, 2025. On a motion by Griffiths, seconded by Beers, the Board regretfully accepted her resignation and wished her well. Motion passed unanimously.
 - B. The Board read a letter from Keystone Christian Education Association requesting to host a cross-country event at South Hills Park on April 22, 2025. Permission was granted on motion by Griffiths, seconded by Beers. Motion passed unanimously.

7. OLD BUSINESS: None

8. NEW BUSINESS:

- A. Resolution # 1487, adopting a revision to the Burkholder Tractor Sewer Facilities Planning Module, was approved and the Board authorized the Manager to sign on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- B. The Board read a letter from Diehm & Sons requesting seven (7) waivers from the Township Subdivision and Land Development Ordinance and one (1) waiver from the Township Stormwater Management Ordinance for Burkholder Tractors at 3200 State Drive. On motion by Griffiths, seconded by Beers, the Board granted approval of the waivers. Motion passed unanimously.
- C. The Preliminary / Final Land Development Plan for JKL Real Estate Holdings, LLC, (Burkholder Tractors), located at 3200 State Drive, was approved with the following stipulations, on motion by Griffiths, seconded by Beers. Motion passed unanimously.
 - 1. Highway Occupancy Permit from PennDOT.
 - 2. Bonding submitted to the Township.
 - 3. Sewer Planning Module approved by DEP.
 - 4. Stormwater Management O & M Agreement approved.
 - 5. Owner's certification required on all plan copies.
 - 6. Chapter 105 permit approved by DEP.
 - 7. If public water is ever extended, owner will connect.
- D. The Board approved and authorized the Manager to sign a Stormwater Management Operations and Maintenance Agreement between Burkholder Tractors and South Lebanon Township on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- E. The Board read a letter from Steckbeck Engineering requesting one (1) waiver from the Township's Subdivision and Land Development Ordinance and one (1) waiver from the Township Stormwater Management Ordinance for the Cornwall-Lebanon School District Land Development Plan at 105 E. Evergreen Road. On motion by Griffiths, seconded by Beers, the Board granted approval of the waivers under the condition that any changes or amendments to the plan be brought to the Board for review and approval.
- F. The Preliminary / Final Land Development Plan for the Cornwall-Lebanon School District High School and Middle School Campus Improvement Project was approved with the following stipulations on motion by Griffiths, seconded by Beers. Motion passed unanimously.
 - 1. Highway Occupancy Permits from PennDOT and South Lebanon Township to include a study for determining if a left turn lane for S. Lincoln Avenue southbound traffic is warranted.
 - 2. Owner's certification required on all plan copies.
 - 3. Bonding must be submitted to the Township.
 - 4. Stormwater Management O & M Agreement approved.
- G. The Board approved a Stormwater Management Operations and Maintenance Agreement between Cornwall-Lebanon School District and South Lebanon Township on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- H. The Board approved of a contract through COSTARS with Miller Sports Construction for the restoration of the tennis courts at South Hills Park to include a redesign for 2 tennis courts and 6 pickleball courts on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- I. The Board approved the purchase of a 2025 Police Interceptor Utility AWD Base through the COSTARS program from New Holland Auto Group on motion by Griffiths, seconded by Beers. Motion passed unanimously.

- J. Logan Firestine was offered conditional employment as a Police Officer with the understanding that he passes the following:
1. Physical Exam & Drug Screening
 2. Psychological Exam
 3. Polygraph Exam
 4. Criminal Background Check
 5. Six (6) Weeks field training
 6. Twelve (12) month probationary period
- This action was approved by Griffiths, seconded by Beers. Motion passed unanimously.
- K. The Board approved Advanced Roadside Impaired Driving Enforcement training for Patrolmen Sweigart, Marderness, Knight and McCarrick on February 11-12, 2025 on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- L. The Board approved GLOCK Modular Option System Instructors Workshop for Patrolman McCarrick on May 7-9, 2025, on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- M. Based on a review and recommendation from Steckbeck Engineering, the Stormwater Management Fee Credit Application for Regupol America LLC at 33 Keystone Drive was approved on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- N. Resolution #1488, fixing the tax rates for the year 2025, was adopted on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- O. Resolution #1489, approving the 2025 Annual Budget, was adopted on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- P. Based on a recommendation from Chief Zimmerman, the Board upgraded the employment status of Kyle Knight from probationary to regular full-time, on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- Q. On motion by Griffiths, seconded by Beers, the Board appointed Lamar Martin as the Assistant Fire Chief of the South Lebanon Township Fire Department for the remainder of the five-year term from January 1, 2024 – December 31, 2028. Motion passed unanimously.
- R. Resolution #1490, designating the Open Records Officer for South Lebanon Township, was adopted on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- S. The Board released the letter of credit for KIT Property Management, LLC, for improvements at 870 Tuck Street on motion by Griffiths, seconded by Beers. Motion passed unanimously.
- T. The Board was informed that the next meeting will be on January 6, 2025 at 7:00 p.m.
9. Bills amounting to \$193,608.93 were individually examined and approved for payment on motion by Griffiths, seconded Beers. Motion passed unanimously
10. The meeting was adjourned at 8:20 p.m. by Chairman Krause.

Respectfully Submitted,

Jamie Yiengst
Secretary-Treasurer