

MINUTES

South Lebanon Township

January 28, 2025

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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 Supervisor Robert Griffiths, Township Manager Jamie Yiengst, Assistant Township Manager Douglas Bishop, Solicitor Keith Kilgore, Public Works Director Ron Johnson, Fire Chief Brian Kleinfelter, Fire Police Captain Justin Hinkle and five (5) visitors present.
2. Chairman Krause led the group in saluting the flag.
3. VISITORS:
 - A. Brianna Laliberte, Emergency Management Coordinator, was present to give an update of recent activities and plans for 2025.
 - B. Chad Smith, Steckbeck Engineering, was present to discuss New Business, items A, B and C.
 - C. Jim Sak, 16 Edward Avenue, Tony Zimmerman, 25 Wilhelm Avenue, and Jeffrey Chernich, 452 Olde Meadow Lane, were present to observe the meeting.
4. MINUTES:
 - A. The Minutes of the meeting held on January 6, 2025 were read and approved on motion by Griffiths, seconded by Krause.
 - B. The Board read the Minutes of the Planning Commission meeting held on January 27, 2025.
 - C. The Board read the Minutes of the Authority meeting held on January 15, 2025.
5. REPORTS:
 - A. The Police Monthly Activity and Total Calls Reports for December, and the Activity Comparison between 2024 and 2023 were reviewed and accepted on motion by Griffiths, seconded by Krause.
 - B. The Public Works Report for the month of December was read and accepted on motion by Griffiths, seconded by Krause.
 - C. The Board was given copies of the General Fund Income Statements ending December 31, 2024.
 - D. The District Justice Report for the month of December, indicating traffic fines of \$3,744.22 and non-traffic fines of \$394.38, for a total of \$4,138.60 collected was accepted on motion by Griffiths, seconded by Krause.
 - E. The Fire Department Reports for December and the 2024 Annual Report were read and accepted on motion by Griffiths, seconded by Krause.
 - F. The Fire Police Report for December and the 2024 Annual Report were read and accepted on motion by Griffiths, seconded by Krause.
 - G. The Property Maintenance Code for December and the 2024 Annual Report were read and accepted on a motion by Griffiths, seconded by Krause.
6. COMMUNICATIONS:
 - A. The Board read a request from Cedar Crest Music Aides to hold a Food Truck Festival at South Hills Park on June 4, 2025. Permission was granted with the following stipulation, on motion by Griffiths seconded by Krause.
 1. Parking attendants must be provided.

- B. The Board read a request from the Lebanon Valley Disc Golf Club to host a tournament at South Hills Park Disc Golf on five (5) dates in 2025. Permission was granted on motion by Griffiths, seconded by Krause.
 - C. The Board reviewed an LTAP assessment of the Birch Rd./Metro Dr. intersection and agreed with the recommendation of placing a stop sign for west bound traffic on Metro Drive. The Township Manager will prepare the necessary ordinance.
 - D. The Board reviewed an LTAP assessment of the S. 5th Ave./S. 14th Ave./Fonderwhite Rd. intersection and tabled action until the full Board is present.
 - E. The Board read a request from Marlin Martin to rezone his property at 496 Margin Rd. from Agricultural to Residential. The Board was not opposed to the request and directed the solicitor to prepare the necessary documents on motion by Griffiths, seconded by Krause.
 - F. The Board read a request from Elevated Disc Golf Events to host a tournament on April 5 & 6, 2025 at South Hills Park Disc Golf Course. Permission was granted on motion by Griffiths, seconded by Krause.
7. OLD BUSINESS: None
8. NEW BUSINESS:
- A. The Board read a request for a waiver of Section 305.C of the Stormwater Management Ordinance for the South Lebanon Township Building Plan. The request was approved on motion by Griffiths, seconded by Krause.
 - B. The Preliminary/Final Land Development Plan for South Lebanon Township Salt Shed Garage and Parking Lot, located at 1800 S. 5th Ave., was approved on motion by Griffiths, seconded by Krause.
 - C. The Board granted permission to advertise for bids for the Salt Shed, Garage and Parking Project on motion by Griffiths, seconded by Krause.
 - D. The Board gave permission for Mary Rivers to attend the PROP Conference on July 22-25, 2025 on motion by Griffiths, seconded by Krause.
 - E. The Board approved for Patrolman Knight to join the Lebanon County SWAT Team on motion by Griffiths, seconded by Krause.
 - F. The Board approved for Patrolmen McCarrick and Firestine to attend Speed Timing Training in Williamsport, PA on February 27, 2025 on motion by Griffiths, seconded by Krause.
 - G. The employment status of Darcie Tager was upgraded from probationary to regular full-time with a four (4)% increase in compensation on motion by Griffiths, seconded by Krause.
 - H. The Board went into Executive Session at 7:46 p.m. to discuss a legal matter and returned at 8:02 p.m.
9. Bills amounting to \$135,203.42 were individually examined and approved for payment on motion by Griffiths, seconded by Krause.
10. The meeting was adjourned at 8:03 p.m. by Chairman Krause.

Respectfully Submitted,

Jamie Yiengst
Secretary-Treasurer