

**LEBANON COUNTY STORMWATER CONSORTIUM
GOVERNING BODY MEETING
MINUTES**

January 18, 2022
10:00am

North Lebanon Township Building
725 Kimmerlings Road
And via Zoom teleconference

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, January 18, 2022 at 10:00am at the North Lebanon Township Building and via Zoom teleconference.

There were present:

Members:

Cheri Grumbine, North Lebanon Township	Ed Brensinger, North Lebanon Township
Tom Embich, Annville Township	Jamie Yiengst, South Lebanon Township
Tom Long, North Cornwall Township	Julie Cheyney, County Planning
Bryan Hoffman, Cleona Borough Authority	Karen Raugh, Redevelopment Authority

Non-members:

Dan Lyons, Redevelopment Authority	Scott Rights, Steckbeck Engineering
Jacob Shaffer, Steckbeck Engineering	

1. *Roll call.* Vice Chairman Hoffman called the meeting to order at 10:19am following some technical difficulties with the Zoom stream and conducted roll call. Chairman Getz was unable to connect.
2. *Approve agenda.* Mr. Embich informed the Governing Body that he had something to discuss relevant to the Trout Unlimited presentation at the November meeting; the consensus was to add Mr. Embich's discussion item to the public comment portion of the agenda.
3. *Nomination and election of officers.* Ms. Yiengst nominated the existing slate of officers to retain their current positions. Vice Chairman Hoffman sought other nominations; there being none, he called for a vote on Ms. Yiengst's nominations. Upon a motion by Mr. Embich and seconded by Mr. Long, the Governing Body unanimously re-elected the existing slate of officers for another year.

Current officers of the Lebanon County Stormwater Consortium Governing Body:

Chairperson:	City of Lebanon
Vice Chairperson:	Cleona Borough Authority
Secretary:	Annville Township
Treasurer:	North Lebanon Township
Assistant Secretary/Treasurer:	North Cornwall Township.

4. *Approve Minutes of the November 16, 2021 Regular meeting.* Vice Chairman Hoffman canvassed the Governing Body for corrections or revisions to the minutes of the

November 16th regular meeting. Upon a motion by Ms. Yiengst, seconded by Mr. Embich, the Governing Body unanimously approved the minutes of the November 16, 2021 regular meeting as presented.

5. *Financial Report.*

- a. *Approve bills to be paid.* Mr. Lyons presented the financial report along with the bills to be paid from Steckbeck Engineering and North Cornwall Township, which had been neatly compiled into a spreadsheet by Ms. Grumbine, totaling \$98,790.14. Mr. Embich moved to pay the bills under consideration and to accept the financial report as presented; the motion was seconded by Ms. Yiengst and carried unanimously.

Mr. Embich asked if there would be an audit of the Consortium's finances taking place this year. Mr. Lyons replied affirmatively and noted that the Authority's auditors, Maher Duessel of Harrisburg, had already begun gathering preliminary information for the audit.

6. *Business.*

- a. *Engineer's report.* Mr. Rights and Mr. Shaffer presented their written engineering reports including updates on status of various BMP projects. Mr. Shaffer informed the Governing Body that there will be grant submission deadlines falling between meetings and asked how he should handle the approvals for those grants.

The consensus was that he should seek approval outside of meetings via e-mail votes and then have the votes ratified at the next meeting. Mr. Rights asked for input on the attorney's memo he circulated after last meeting regarding the possibility of engaging Land Studies as general contractor without formal, public bidding. Mr. Hoffman stated that he would prefer we sought competitive prices via advertised bidding given the amount of money involved. His opinion was echoed by Ms. Grumbine and Mr. Long, who added that the specifications must be sufficiently tight so that only well-qualified contractors can do the work. Mr. Rights then led a discussion about the necessary qualifications for contractors to bid the SQ1 floodplain restoration work.

7. *Public Comment.* Mr. Embich shared with the Governing Body that he developed a draft set of guidelines for outside entities to follow when seeking the Consortium's funding or cooperation on a project not already planned for in our PRP. He indicated he would circulate his draft guidelines by e-mail after the meeting.

8. *Adjournment.* There being no further business to come before the Governing Body, Vice Chairman Hoffman adjourned the meeting at 10:52am.

Respectfully submitted,
Tom Embich, Secretary