

**ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
Agenda – March 7, 2016**

Visitor(s): Mike and Melanie Semrau

- I. Call to Order – 7:30 PM
- II. Pledge of Allegiance
- III. Recognition of Visitors and Opportunity for Public Comment
 - A. Mike and Melanie Semrau – One-Way on South Lancaster Street
- IV. Approval of Minutes
 - B. Regular Meeting – February 1, 2016
- V. Reports of Standing Committees
 - A. Public Works
 - Proposed Resolution No. 20160307-001 – Township Authority Acting as Conduit for Tax-Free Financing
 - 2nd Stage Blowers
 - Permitting for Biosolids Application at the Pennsy West Farm
 - Laboratory Accreditation
 - Receipt of Final Reimbursement for WWTP Improvements Project
 - B. Public Safety
 - Certification of List of Eligibles
 - C. Property
 - D. Parks & Recreation/Hazard Mitigation Grant Program (HMGP)
 - E. Finance
 - F. Permits
 - G. Annville Activities
- VI. Reports of Special Committees
 - A. Executive Session
 - B. Planning Commission
 - C. Economic Development
 - D. Historic Architectural Review Board (HARB)
 - E. Wage & Salary
 - F. Information Technology
 - G. Spruce Street Bridge
 - H. Stormwater Management
 - I. Zoning Ordinance Revision
 - J. Greater Lebanon Refuse Authority (GLRA)
 - K. Fire Department

- VII. Old Business
 - A. Main Street and First Avenue Crosswalk
 - B. Proposed Ordinance – Regulating Parking of Trailers
 - C. Proposed Ordinance – Regulating Animals
- VIII. New Business
 - A. Electricity Supplier Contract for 2017-2019
 - B. Appointment of Zoning Hearing Board Solicitor
 - C. On-Street Handicapped Parking Spaces
 - D. Abandoned Vehicles
 - E. Codification Services Provider
 - F. Swatara Sojourn Proclamation
- IX. Correspondence
- X. Pay Bills
- XI. Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
March 7, 2016**

The March Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:30 PM on March 7, 2016 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Rex A. Moore, President; James W. Scott, Vice President; Thomas R. Embich, Treasurer; Henri B. Lively; and Joann F. Zimmerman. Also in attendance were Nicholas T. Yingst, Township Administrator and Board Secretary; Bernard Dugan, Chief of Police; Corey Lamoureux, office of the Township Solicitor; Mike and Melanie Semrau, South Lancaster Street; Larry and Millie Kish, Maple Street; Conrad "Mike" Liles, North Railroad Street; and David Twaddell, Rhoads and Sinon LLP.

President Moore called the meeting to order and led those present in the Pledge of Allegiance to the flag of the United States of America.

Timothy D. Sheffey, office of the Township Solicitor, arrived at the Regular Meeting at 7:31 PM.

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:

President Moore provided an opportunity for public comment and, noting that Mike and Melanie Semrau were listed on the agenda and were in attendance, asked them to share their comments with the Board. Ms. Semrau began by noting that she and her husband reside at 46 South Lancaster Street, which is on the northeast corner of the intersection of South Lancaster Street and West Queen Street. She noted that she and her husband addressed the Board at an earlier date when a one-way on South Lancaster Street was being considered and had been under the impression that a one-way, if approved, would extend from West Main Street to at least West Queen Street. Ms. Semrau expressed her disappointment when she learned the one-way that was approved at the February Regular Meeting did not extend past West Cumberland Street and she stated that this has resulted in a worst case scenario for their property. She indicated a parked car of theirs has been hit due to the two-way traffic on the narrow street adjacent to their property, that the two-way traffic on the street requires them to park northfacing, or uphill, which can be very difficult in wintry weather, and the one-way southbound has removed their most practical egress westbound onto West Main Street. To that end, Ms. Semrau requested that the one-way either be made southbound to West Queen Street or eliminated altogether. Mr. Semrau added that the difficulty of the situation, especially regarding parking, was exacerbated by the January blizzard when it took several days for West Cumberland Street to be cleared of snow and he reiterated his wife's request that the one-way be removed, noting that he understood why it made sense to have it be a temporary one-way when the Christmas tree was in place at the corner of West Main Street and South Lancaster Street. Mr. Embich asked why they did not use West Queen Street as a means of egress and Mr. Semrau explained the roundabout route that would be necessary just to access this street for cars parked on South Lancaster Street adjacent to their property but north of West Queen Street. Regarding the concerns about wintry weather, Mr. Scott suggested that they might be able to park against the flow of traffic on South Lancaster Street and asked that they speak to the Chief of Police regarding enforcement during these specific types of circumstances. Ms. Semrau indicated past instances of cars parking against the flow of traffic along this portion of South Lancaster Street. Mr. Scott also noted that he was not sure if there was a solution to the matter of making this street one-way or not, or where to end such a designation, that would satisfy all parties due to the narrow width of the Township's old

streets. Mike Liles asked to address the Board and inquired about the impact on neighboring properties and the Commissioners discussed this with him and the Semraus. Ms. Semrau specifically noted that a neighbor's car had been hit over the past month, and theorized this might have occurred because of northbound traffic on South Lancaster Street going in reverse when the driver encountered a "Do Not Enter" sign at the West Cumberland Street intersection. She also noted her frustration that the current traffic situation on South Lancaster Street is different than when the property was purchased and her concern that it might effect the eventual resale value of it. President Moore inquired why the Board had chosen to make it a one-way in the first place and Mr. Scott recounted the initial concern presented to him and the responses he solicited from the residents of the neighborhood before the change was approved. Ms. Zimmerman noted that removing the one-way entirely would both solve the Semraus' parking problem while restoring the status quo ante that evidently worked reasonably well for other residents for a number of years. She suggested it might be beneficial to canvass the neighborhood again to gain perspective from residents now that the one-way had been in place. Mr. Scott indicated he would be fine doing so, noting that was the point of canvassing the neighborhood while the temporary one-way was in place from West Main Street to West Queen Street. President Moore asked the Chief of Police if there were any signage options that might solve this problem, such as a "One Way Ahead" sign, and Chief Dugan indicated he thought more signs might add to the confusion of the situation. Mr. Embich asked if a "Right Turn Only" sign had ever been used for egress from South Lancaster Street onto West Main Street and there was no recollection this had ever been in place. After some additional discussion by the Commissioners, Mr. Scott indicated he would canvass the neighborhood again for additional feedback and include in his inquiry the possibility of a "Right Turn Only" sign per Mr. Embich's comments. President Moore then thanked the Semraus for their comments and patience. Ms. Zimmerman also encouraged the Semraus to report any instances of vehicles parking against the flow of traffic to the Police Department except in situations of inclement weather.

Mr. and Ms. Semrau left the Regular Meeting at 7:53 PM.

APPROVAL OF MINUTES: MOTION by Mr. Scott, second by Mr. Embich to approve the minutes of the Regular Meeting held February 1, 2016 as presented. Motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

Public Works: The Public Works Report for February 2016 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following items were then addressed:

Resolution No. 20160307-001 – Township Authority Acting as Conduit for Tax-Free Financing: David Twaddell asked to address the Board on behalf of the Lebanon Valley Exposition Corporation (Expo). He noted that he was serving as bond counsel for the Expo and that the Expo had approached the Annville Township Authority requesting that the latter serve as a conduit for tax-free financing for the former pertaining to the refinancing of existing debt and new financing for improvements at the Lebanon Area Fairgrounds. Mr. Twaddell indicated the Township Authority was amenable to this and he presented a proposed resolution that would need to be approved by the Board of Commissioners if the Township Authority were to act as a

WORK DONE FOR FEBRUARY 2016

- (1) **BOLLARD REPAIRS** We repaired 3 bollards this month.
- (2) **POTHoles** We repaired 2 potholes this month.
- (3) **STORM DRAIN** We cleaned the storm drains quite a bit this month with the amount of rain and snow melt we had. We will be starting the annually inspections of the storm drains to make sure there is no problems with the catch basin or pipes.
- (4) **SNOW** We spent 16 hrs. salting town this month and used 20 ton of salt. We also spent 11 hrs. salting in Cleona and used 28 ton of salt.

conduit for tax-free financing for the Expo. He then explained additional steps that would be necessary as part of this process. Mr. Embich asked why the Township Authority was approached with this opportunity instead of the Economic Development Authority (EDA) and Mr. Sheffey suggested it was because the Township Authority has acted in this capacity for other not-for-profit entities in the past. Mr. Twaddell also noted there were restrictions on economic development corporations acting as conduits and suggested some of these limitations might also pertain to the EDA. Noting the Township's debt as part of its wastewater treatment plant (WWTP) upgrade project, Mr. Embich expressed concern that acting as a conduit could add to the Township's obligations. Mr. Twaddell explained that the financing structure constituted a non-recourse obligation meaning that all liability was borne by the Expo and there was no liability borne by the Township. He further noted that this would not diminish the Township's ability to borrow money and the Township Authority would earn fees for serving as a conduit. Mr. Sheffey noted that the only limitation this would place upon the Township Authority would be its ability to serve as a conduit for tax-free financing for other not-for-profit entities, as the annual limit is \$10,000,000. With no further discussion noted, **MOTION** by Mr. Scott, second by Mr. Embich to adopt Resolution 20160307-001 as presented, granting authorization for (1) the Authority to act as a conduit for tax-free financing for the Expo and (2) the appropriate Township officials to act on behalf of the Board in this matter, where necessary. Motion carried unanimously and a copy of this resolution is attached hereto and made a part of these minutes.

Mr. Twaddell left the Regular Meeting at 8:02 PM.

2nd Stage Blowers: At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Mr. Scott to authorize that 50% of the outstanding balance owed to North East Controls, or \$1,092, be paid if the manufacturer of the actuator boards is unwilling to work directly with staff at the wastewater treatment plant (WWTP) to inspect these boards regarding their ongoing issues. Motion carried unanimously.

Permitting for Biosolids Application at the Pennsy West Farm: At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Mr. Scott to authorize the expenditure of \$10,000 to Material Matters, Inc. for the preparation of a submittal package for the permitting of the Pennsy West Farm for the application of biosolids.

Laboratory Accreditation: At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Mr. Scott to authorize payment to the Commonwealth of Pennsylvania in the amount of \$1,250 for a laboratory accreditation license. Motion carried unanimously.

Receipt of Final Reimbursement for WWTP Improvements Project: Mr. Yingst reported that payment was received in the amount of \$189,011.14 from Pennvest for the final application pertaining to the WWTP improvements project. He noted that this payment could now be applied to pay off the balance of the bridge loan with Jonestown Bank & Trust Company, which has a current outstanding balance of slightly less than \$195,000, indicating that the difference between the two amounts was due to costs disallowed for reimbursement by Pennvest. At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Mr. Embich to authorize final payment to Jonestown Bank & Trust Company to pay the outstanding balance of the bridge loan per the payoff letter from the proceeds of the final Pennvest reimbursement and

TOWNSHIP OF ANNVILLE
Lebanon County, Pennsylvania

RESOLUTION NO.
20160307-001

WHEREAS, Lebanon Valley Exposition Corporation (the “Borrower”), is a corporation not-for-profit organized and existing under laws of the Commonwealth of Pennsylvania (the “Commonwealth”), and owns and operates certain agriculture education facilities known as the Lebanon Valley Exposition and Fairgrounds in this Township (the “Existing Facilities”); and

WHEREAS, Annville Township Authority (the “Authority”) is a municipality authority incorporated pursuant to appropriate action of this Township, and is existing under the Pennsylvania Municipality Authorities Act of 1945, as amended, now the Municipality Authorities Act, 53 Pa.C.S. Chapter 56 (the “Authorities Act”); and

WHEREAS, the Authority proposes to act as a conduit issuer and to issue tax-exempt obligations in the maximum principal amount of \$1,331,000 (the “Obligations”), the proceeds of which will be used for: (i) refinancing West Cornwall Township Municipal Authority’s Revenue Note, Series of 2007 (Lebanon Valley Exposition Corporation Project) (the “Refunding Project”), proceeds of which financed or refinanced construction, alterations, and improvements to the Existing Facilities, and (2) financing alterations, additions, and improvements to the Borrower’s Existing Facilities (the “Capital Project”). The Capital Project and the Refunding Project, collectively, are hereinafter referred to as the “Project”; and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”), provides that tax-exempt obligations may not be issued for the benefit of persons other than state and local governments unless the issue is approved by the “applicable elected representative” of the governmental unit which will issue the tax-exempt obligations or, if such

governmental unit has no elected officials, then by an “applicable elected representative” of the next higher governmental unit (with an “applicable elected representative”), following a forum providing a reasonable opportunity for interested individuals to express their views on the Project (the “Public Hearing”) of which reasonable public notice is given; and

WHEREAS, the Authority has no elected representative, and this Township, as the incorporating municipality of the Authority, is the next higher governmental unit with an elected representative, within the meaning of the Code; and

WHEREAS, the conduct of the Public Hearing has been advertised in The Lebanon Daily News to be held March 15, 2016, by the Solicitor to the Authority on behalf of the Authority, this Township, and the Township of North Cornwall, Lebanon County, Pennsylvania, the municipality in which the properties and facilities to be financed as part of the Project are located, regarding the issuance of tax-exempt obligations for the Project; and

WHEREAS, the Authority has asked this Township to approve the use of tax-exempt financing for the Project; and

WHEREAS, the Township desires to provide for approval of the financing of the Project upon review of the summary of the Public Hearing and other pertinent information regarding the Project and its financing, the Board of Commissioners of the Township desires to approve the use of tax-exempt financing for the Project.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THIS TOWNSHIP AS FOLLOWS:

1. The Board of Commissioners of this Township hereby authorizes and directs its President or Vice President after due consideration of any public comments made during the Public Hearing, a summary of which shall be delivered by the Solicitor to the Authority to said

officers following the Public Hearing, to execute and deliver on behalf of the Board of Commissioners of this Township a Certificate of Approval with respect to the Obligations, such Certificate of Approval to be substantially in the form attached hereto as **Exhibit A**, with appropriate insertions.

2. The approval granted hereby shall not, in any way, pledge or obligate the credit or taxing power of this Township, nor shall this Township be liable for the payment of the principal of, or interest on, any obligations issued by the Authority for the Project, including the Obligations.


3. Nothing in this Resolution is intended to be, nor shall it be construed as, an approval of the Project or the Obligations by this Township for any purpose other than the public approval requirement of Section 147(f) of the Code.

4. All prior actions of this Township and of the Authority taken in conformity with the intent and purposes of this Resolution, including the advertisement and conduct of the Public Hearing in accordance with Section 147(f) of the Code, are ratified, confirmed, and approved.

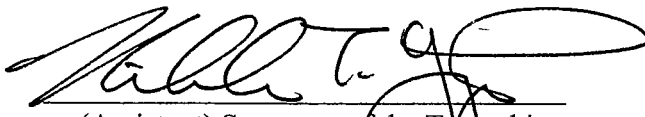
5. All prior resolutions or parts of resolutions, insofar as such shall be inconsistent herewith, shall be and the same expressly are repealed.

DULY ADOPTED, by the Board of Commissioners of the Township of Annville,
Lebanon County, Pennsylvania, in lawful session duly assembled, this 7th day of March, 2016.

TOWNSHIP OF ANNVILLE,
Lebanon County, Pennsylvania

By: 
~~(Vice)~~ President of Board of Commissioners

ATTEST:


~~(Assistant)~~ Secretary of the Township

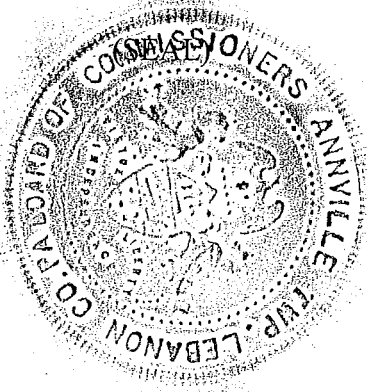


EXHIBIT A

(FORM OF CERTIFICATE OF APPROVAL)

TOWNSHIP OF ANNVILLE Lebanon County, Pennsylvania

CERTIFICATE OF APPROVAL

The undersigned, being the applicable elected representative of the Township of Annville, Lebanon County, Pennsylvania (the "Township"), a political subdivision of the Commonwealth of Pennsylvania, does hereby approve the use of tax-exempt financing in the maximum amount set forth below for a project of Lebanon Valley Exposition Corporation (the "Borrower"), that includes (1) refinancing West Cornwall Township Municipal Authority's Revenue Note, Series of 2007 (Lebanon Valley Exposition Corporation Project), proceeds of which financed or refinanced construction, alterations, and improvements to the Existing Facilities, and (2) financing alterations, additions, and improvements to the Borrower's Existing Facilities (collectively, the "Project"). Such financing shall be evidenced by a tax-exempt obligation or obligations to be issued by the ANNVILLE TOWNSHIP AUTHORITY (the "Authority"). This Approval is being given after due consideration of the minutes of a public hearing on the matter held on the date and at the time and place set forth below following reasonable public notice:

Applicant: Lebanon Valley Exposition Corporation

Operator or Manager of Facility: Lebanon Valley Exposition Corporation

Maximum Aggregate Face Amount of Tax-Exempt Obligations to be Issued With Respect to the Facility: \$1,331,000

Functional Description of the Type and Use of Facilities Being Financed: 75,000 square feet of indoor exhibition space within eight adjoining buildings, 70+ acres of fairgrounds, and livestock and equestrian facilities and a dirt track with spectator bleacher seating, enclosed announcer's stand, and kitchens.

Location of Facilities being Financed: 80 Rocherty Road, Township of North Cornwall, Lebanon County, Pennsylvania

Time, Date, and Place of Public Hearing: 7:30 a.m., prevailing local time, March 15, 2016, at the offices of Reilly Wolfson, LLP, 1601 Cornwall Road, Lebanon County, Pennsylvania

Notice of Public Hearing: Notice of Hearing published February 27, 2016, in The Lebanon Daily News, Lebanon, Pennsylvania.

Synopsis of Hearing: A Synopsis of the Hearing was prepared and submitted by the Authority or its delegate and is on file with the Secretary of the Township.

This Approval is given by the Township as the next higher governmental unit with elected representatives from which the Authority derives its authority, and solely for the purposes of Section 147(f) of the Internal Revenue Code of 1986, as amended. The obligation(s) to be issued by the Authority shall not constitute a debt or obligation of the Township, and the Township hereby assumes no obligation whatsoever with respect to payment of the same. This Certificate of Approval is not intended to be, nor shall it be construed as, an approval of the obligation(s) to be issued by the Authority or of the Project for any purpose other than the public approval requirement of Section 147(f) of the Code.

IN WITNESS WHEREOF, the undersigned, being duly authorized to act on behalf of the Board of Commissioners of the Township, has executed this Approval this ____ day of March, 2016.

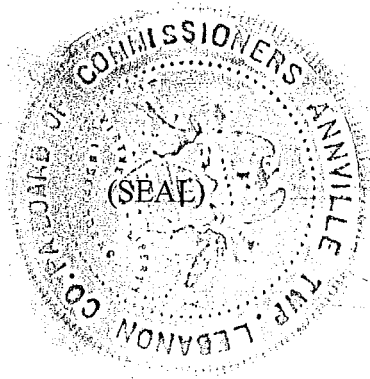
(Vice) President of the Board of Commissioners of
the Township

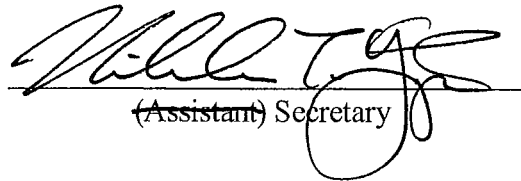
CERTIFICATE

I, the undersigned, (Assistant) Secretary of the Township of Annville, Lebanon County, Pennsylvania (the "Township"), certify: that the foregoing is a true and correct copy of Resolution No. 20160307-001, which duly was adopted by affirmative vote of a majority of all members of the Board of Commissioners of the Township at a meeting of said Board of Commissioners duly convened and held according to law on March 7, 2016, at which meeting a quorum was present; that said Resolution duly has been recorded in the minutes of the Board of Commissioners of the Township; and that said Resolution is in full force and effect, without amendment, alteration or repeal, as of the date of this Certificate.

I further certify that the Board of Commissioners of the Township met the advance notice requirements of the Sunshine Act, 65 Pa.C.S. Ch. 7, by advertising the time and place of said meeting, by posting prominently a notice of said meeting at the principal office of the Township or at the public building in which said meeting was held, and by providing a reasonable opportunity for public comment at said meeting.

IN WITNESS WHEREOF, I set my hand and affix the official seal of the Township, this 7th day of March, 2016.




(Assistant) Secretary

the Sewer Fund in the amount of \$194,827.39, that it authorize the appropriate officers of the Board to terminate the bridge loan's line of credit, and that it appoint President Moore and Mr. Yingst as authorized signers for this purpose. Motion carried unanimously.

National Pollution Discharge Elimination System (NPDES) Permit for WWTP: Mr. Embich noted that now that the WWTP improvements project has been completed the NPDES permit pertaining to the project's construction had been terminated; however, he expressed his concern that the language in the termination paperwork not be construed by the Department of Environmental Protection to mean that the Township's NPDES permit was being terminated. Mr. Yingst indicated that termination paperwork had been submitted to the Lebanon County Conservation District (LCCD) for review prior to its execution and no concerns about its language had been expressed by the LCCD.

Public Safety: The Police Statistical Report for February 2016 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following items were then addressed:

Certification of List of Eligibles: The Civil Service Commission (CSC) minutes from its March 2, 2016 meeting were acknowledged as being received by the Board and is attached hereto and made a part of these minutes. Based on the recommendation of the CSC, **MOTION** by Mr. Scott, second by Mr. Embich to certify the list of eligible applicants for consideration for appointment as part time police officers for Annville Township in the order authorized by the CSC. Motion carried unanimously.

Hiring of Part Time Police Officer: Based on the applicants approved as eligible for consideration for appointment as part time police officers by the Civil Service Commission and the recommendation of the Chief of Police, **MOTION** by Mr. Scott, second by Mr. Embich to authorize the hiring of Shaun McGuire as a part time police officer conditional upon his passing the psychological, polygraph, and drug tests and the physical examination. Ms. Zimmerman asked if this represented an additional position or a replacement and Chief Dugan indicated it was primarily the latter before explaining the staffing situation in the Police Department that he believed made this hire necessary. With no further discussion noted the motion was voted upon and carried unanimously.

Property: At the request of Ms. Zimmerman there was a brief discussion on the specific properties pertaining to this assignment.

Parks & Recreation and Hazard Mitigation Grant Program (HMGP) Project: Mr. Scott reviewed the Parks & Recreation and HMGP Report for February 2016, a copy of which is attached hereto and made a part of these minutes. The following items were then addressed:

Poison Hemlock: After a brief discussion concerning the nature and origin of poison hemlock along the Quittapahilla Creek, **MOTION** by Mr. Scott, second by Mr. Lively to authorize (1) the purchase of a suitable growth-inhibiting agent to combat poison hemlock and (2) its application in Quittie Creek Nature Park (QCNP). Motion carried unanimously.



ANNVILLE TOWNSHIP POLICE
MONTHLY REPORT
February 2016



- CALL FOR SERVICE 357
- ORDINANCE VIOLATIONS
 - ABANDONED VEH 2
 - ANIMALS 4
 - BURNING 2
 - NOISE 5
 - OPEN CONTAINER 1
 - SIDEWALK/SNOW 14
- CRIMINAL ARRESTS 10
 - ADULT 10
 - JUVENILE 0

- TOTAL TRAFFIC CITATIONS 44
- TOTAL WARNINGS 40
- TOTAL NON TRAFFIC CITATIONS 4
- TOTAL VEHICLE ACCIDENTS 10
 - REPORTABLE 3
 - NON REPORTABLE 3
 - HIT & RUN 4
- PARKING TICKETS ISSUED 12
- VEHILCLE MILES PATROLLED 1941

Accident Locations

1@ W Main & Birch
1@ E Main & College
1@ Main & Killinger
1@ W Main & Chestnut
1@ Chestnut & Water
1@Leb Alley & N Chestnut
1@ 49 S White Oak
1@Rear 16 S White Oak
1@114 W Main
1 @ 1400 Blk East Main

ANNVILLE TOWNSHIP POLICE
MONTHLY REPORT
February 2016
2/1/2016-2/29/2016

Call Type	Total Calls
BACKGROUND INVESTIGATION	48
PARKING ENFORCEMENT	47
TRAFFIC ENFORCEMENT - WARNING	36
TRAFFIC ENFORCEMENT - CITATION	33
AMBULANCE CALL	29
SIDEWALK/SNOW-ORDINANCE	14
ASSIST OTHER POLICE	11
ALARMS	9
PARKING COMPLAINT	8
DRIVING COMPLAINT	6
ACCIDENT, HIT & RUN	4
DOMESTIC DISPUTE	4
FIRE CALL	4
POLICE INFORMATION	4
SUSPICIOUS PERSON	4
ACCIDENT, NON-REPORTABLE	3
ASSIST OTHER AGENCY	3
CHECK ON WELL BEING	3
DOG COMPLAINT	3
FOOT PATROL - POLICE	3
LOST & FOUND	3
MISCELLANEOUS	3
NOISE COMPLAINT	3
PHONE SCAM	3
ABANDONED VEHICLE	2
ACCIDENT, REPORTABLE	2
ASSIST MOTORIST	2
CIVIL MATTER	2
HARASSMENT	2
SEX OFFENSES	2
THEFT - RETAIL	2
TRAFFIC HAZARD	2
TRESPASS LETTERS	2
ABANDONED VEHICLE ORDINANCE	1

ANIMAL COMPLAINT	1
BURNING - COMPLAINT	1
CRUELTY TO ANIMALS	1
DAMAGES/NON CRIMINAL	1
DISORDERLY CONDUCT	1
DRIVING WITH SUSPENDED (DO NO USE)	1
DUI	1
FLEEING & ELUDING POLICE	1
FRAUD	1
JUVENILE COMPLAINT	1
LANDLORD/TENANT ISSUE	1
MEGAN'S LAW NOTIFICATION	1
MENTAL HEALTH	1
OPEN CONTAINER - ORDINANCE	1
OPEN DOOR OR WINDOW	1
PFA ORDER VIOLATION	1
PUBLIC DRUNKENNESS	1
REPOSESSION	1
SUSPICIOUS ACTIVITY	1
SUSPICIOUS VEHICLE	1
THEFT - MOTOR VEHICLE	1
TRAFFIC CONTROL - OTHER	1
UNDERAGE DRINKING	1

Total Calls	330
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**ANNVILLE TOWNSHIP
CIVIL SERVICE COMMISSION**

P.O. Box 178 • Annville, PA • 17003-0178

(717) 867-4476 • FAX (717) 867-0916

March 2, 2016

A meeting of the Civil Service Commission was called to order by Chairman Thomas Shott on March 2, 2016.

In attendance were Civil Service Commission Members Thomas Shott, Al Yingst, and Michael Miller.

The Civil Service Committee reviewed the following items presented:

The committee rejected the following applicants for the position of part time police officer due to not passing the background investigation: Justin Cruce and Blake Innocent.

The committee approved the following list of eligible applicants for consideration for appointment as part time police officers for Annville Township in the following order:

- 1) Shaun McGuire – 97.60% (Veteran)
- 2) Hugh Clinton – 89.65%
- 3) Addison Gingrich – 88.10%

There being no further action to be considered by the Commission the meeting was then adjourned.

Submitted by Al Yingst, Secretary

March 2, 2016

March 7, 2016

QUITTIE CREEK NATURE PARK

The Quittie Park Committee of Friends of Old Annaville met on Sunday, February 22. It noted that Public Works has installed stanchions and a chain barrier across the access ramp to Quittie Park East.

The committee is looking ahead to the United Way Day of Caring coming up on Saturday, April 23. Some 40 honor students from Palmyra High School are expected. The Park Committee would like to provide wheelbarrows, forks and rakes and ask these folks to mulch the Park-East trail.

REQUEST: Public Works to arrange for piles of mulch at the 3 ends of the gravel paths. By rough estimate, 55 cubic yards of mulch should provide a four-inch thick layer over the gravel.

The portable toilet at the Bachman Road entrance that was vandalized last year has been replaced with a new handicapped-accessible unit.

Park visitors have noticed the reemergence of the invasive poison hemlock along the trail. Early spring is an ideal time to treat this noxious weed since its vigorous green stands out above the brown leaves and other plants remain dormant. Several areas, mainly toward the eastern end of the main trail, are particularly affected. However, the inspection revealed a much lower level of infestation this year compared to last. This has to be the direct result of last year's spraying. The treatment is effective.

REQUEST: Public Works to spray emergent poison hemlock with a suitable growth-inhibiting agent before other, more desirable, vegetation begins to green up.

The recent windstorm has laid a tall sycamore across the trail and across the creek as well.

REQUEST: Public Works to open the trail and remove the top of the tree from the water.

The so-called Frog Pond area (spring outflow wetland) by the lime hill is overflowing the trail creating several mud holes. The problem is particularly acute following the snowmelt and following rain, but it recurs whenever we have a significant rain event. The existing French drains are not adequate. Elevated wooden walkways are not possible because they block the vehicular access necessary for maintaining the sewer line.

REQUEST: Public Works consider installing PVC culverts to carry the outflow under the trail.

Someone removed the "Ray Swingholm Bridge" sign from the south end of the bridge and threw it into the creek. A neighbor spotted the sign and returned it to Mike Schroeder who has agreed to repair and reinstall it.

The Park Committee would like to develop a handicapped accessible fishing spot in Quittie Park East. This would involve the construction of an accessway and parking area adjacent to the site. The committee is exploring a further DCNR grant to finance this project. Such grants require a 50% of cost match by the municipality, but in-kind contributions may count for much or all of this. At the moment, the committee is soliciting a cost estimate from Lee Erwin of Aquatic Resource Restoration Company.

DISCUSS: Willingness of the Township to support the grant application.

HMGP PROPERTIES

Township Administrator Yingst is proceeding to initiate the final audit process with PEMA/FEMA.

Handicapped Accessible Fishing Spot Grant: Mr. Scott reported that the Quittie Park Committee (QPC) of Friends of Old Annville is interested in applying for grant funds from the Pennsylvania Department of Conservation and Natural Resources for the creation of a handicapped accessible fishing spot in QCNP. He reported that such a grant, if approved, would require the Township to share in 50% of the cost, although he indicated that the QPC believed that in-kind contributions could account for most of this. Mr. Scott asked the other Commissioners if they would be willing to consider supporting this and they then discussed various pertinent issues such as the proposed project's necessity, location, and construction materials. President Moore, in particular, noted that a handicapped fishing spot would be beneficial but expressed his concern that the Township end up making a significant financial contribution to the project. There was concurrence among the Commissioners that Mr. Scott continue to look into this and he indicated he would report back to them with more information at the April Regular Meeting.

Finance: Mr. Embich reviewed the Financial Report for February, highlighting the total income and expenses for the second month of 2016. A copy of the report is attached hereto and made a part of these minutes. Mr. Yingst informed the Board that the onsite portion of the 2015 financial audit has been completed and he anticipates receiving the audit and financial reports in time for the April Regular Meeting.

Permits: The Permits Report for February 2016 was reviewed, a copy of which is attached hereto and made a part of these minutes. Ms. Zimmerman inquired as to the nature of the numerous street cuts and Mr. Yingst indicated they pertained to the installation of natural gas laterals.

Annville Activities: Mr. Scott reviewed the Annville Activities Report for February 2016, a copy of which is attached hereto and made a part of these minutes.

MOTION by Mr. Embich, second by Mr. Scott to approve the reports of the Standing Committees as presented. Motion carried unanimously.

REPORTS OF SPECIAL COMMITTEES:

Executive Session: Mr. Yingst reported that an Executive Session was held on February 1, 2016 immediately following the adjournment of the Regular Meeting to discuss personnel matters. An Executive Session was requested to be held prior to the adjournment of the March Regular Meeting to discuss personnel matters, real estate matters, and potential litigation.

Planning Commission: Mr. Yingst reported that the Planning Commission did not meet in February and that it is not expected to meet in March.

Economic Development: Nothing to report this month.

Historic Architectural Review Board (HARB): Mr. Embich reviewed the HARB Report for February 2016, a copy of which is attached hereto and made a part of these minutes. The following item was then addressed:

Permits Report

Month of February 2016

Plumbing Permits issued	_____	_____
Plumbing Licenses issued	_____	_____
Excavator Licenses issued	_____	_____
Total Tapping Fees Collected		_____

Tapping Fees

Building Permits

#2-16	1019 Willow Drive	Lisa Browning	add to structure
#3-16	1251 E. Main St.	Annville PH LP	erect/replace sign

Curb/Sidewalk Permits

Street-Cut Permits

#16-01	233 W. Church St.	UGI Utilities, Inc.
#16-02	219 W. Queen St.	UGI Utilities, Inc.
#16-03	314 W. Queen St.	UGI Utilities, Inc.
#16-04	318 W. Queen St.	UGI Utilities, Inc.
#16-05	327 W. Queen St.	UGI Utilities, Inc.
#16-06	403 W. Queen St.	UGI Utilities, Inc.
#16-07	408 W. Queen St.	UGI Utilities, Inc.
#16-08	415 W. Queen St.	UGI Utilities, Inc.
#16-09	428 W. Queen St.	UGI Utilities, Inc.
#16-10	340 E. Cumberland St.	UGI Utilities, Inc.
#16-11	207 E. High St. (2 cuts)	UGI Utilities, Inc.
#16-12	443 W. Queen St.	UGI Utilities, Inc.

Burn Permit

ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS
STANDING COMMITTEE: ANNVILLE ACTIVITIES (J. Scott)
March 7, 2016

The following activities, grouped by sponsor, continue in the planning stages.

DESTINATION ANNVILLE

Winterfest. Planned for Sunday, February 28 from 1:00--4:00 PM at the Quarry Pond in Quittie Creek Nature Park, the event melted away with the snow and ice in the late February thaw. Destination Annvile may consider moving the event earlier in February or into late January next year.

Adult Easter Egg Hunt: The week before Easter (March 27).

Spring Scavenger Hunt: April 9.

Sip and Stroll: Quittie Creek Nature Park, Sunday, September 25, 1:00--4:00 PM.
Invitations are out to area wineries and breweries.

3rd Annual Crock-Pot Cook-Off: Saturday, October 29.

Small Business Saturday: Saturday, November 26, 10:00 AM--4:00 PM.

The Town Hall proved to be a fine location for the reception area--central and closer to the action. Destination Annvile would like to reserve the space for this year as well.

New Year's Eve: Annvile's Fountain Plaza? TBA

ANNVILLE ACTIVITIES COMMITTEE

27th Annual Memorial Day Parade: Saturday, May 28, 9:00 AM.

The committee has met twice. Reservations for the annual golf tournament fundraiser are available through the Township website and the Destination Annvile Facebook page.

Santa's Arrival and Tree Lighting on the Square: Saturday, December 3

FRIENDS OF OLD ANNVILLE, HOAD COMMITTEE

Historic Old Annvile Day: Saturday, June 11, 2016

The HOAD committee of FOOA has met and planning is underway. The committee asked whether individuals needing to provide community service might be available again this year to assist with clean-up. Public Works Supervisor Powell said four or five such individuals would be welcome. Chief Dugan contacted the Lebanon County parole board and made arrangements to fulfill this request.

The committee also requested help with repainting the curb numbers identifying the location of vendor booths. They were reminded that while Public Works had laid out the spaces and painted the numbers in the beginning, the understanding was that FOOA would be responsible for any repainting.

LEBANON VALLEY COLLEGE:

Concert on the Quad, Thursday, June 30, 8:00 PM.

DEPARTMENT OF POLICE:

National Night Out Against Crime, Tuesday, Aug. 2

Linda Bechtel will continue to organize this event.

VISIT LEBANON VALLEY:

Fireball Run, Tuesday, September 27.

The organizing committee has had one meeting. Enthusiasm is high. The College's trove of historic documents will be a stop for participants. No word as yet regarding Annville as a site for the finale.

Thomas Embich

Agenda Items: VI – D, G, H & J

Date: March 03, 2016 report for March 07, 2016 Meeting

Item VI- D HISTORIC ARCHITECTURAL REVIEW BOARD

1. February 8: Recommendation for approval of replacement windows by Frank Anthony on 405 East Main Street.

Item VI -G SPRUCE STREET BRIDGE

1. Wilson Consulting (Mr. Bill Wilson) is still working on the scope of project submittal with McCormick-Taylor as the Penn DoT project review agent. Updated information requested by Wilson for utilities in the area of the bridge.

Replacement of Windows at 405 East Main Street: At the recommendation of HARB, **MOTION** by Mr. Scott, second by Mr. Lively to issue a Certificate of Appropriateness for the replacement of windows at 405 East Main Street. Motion carried unanimously.

Wage & Salary: Nothing to report this month.

Information Technology: Mr. Scott reviewed the Information Technology Report for February 2016, a copy of which is attached hereto and made a part of these minutes.

Spruce Street Bridge: Mr. Embich reviewed the Spruce Street Bridge Report for February 2016, a copy of which is attached hereto and made a part of these minutes.

Stormwater Management: Mr. Embich reviewed the Stormwater Management Report for February 2016, a copy of which is attached hereto and made a part of these minutes.

Zoning Ordinance Revision: Mr. Scott reviewed the Zoning Ordinance Revision Committee Report for February 2016, a copy of which is attached hereto and made a part of these minutes.

Greater Lebanon Refuse Authority (GLRA): Mr. Embich submitted and reviewed the GLRA Report for February 2016, a copy of which is attached hereto and made a part of these minutes.

Fire Department: Ms. Zimmerman briefly discussed the events of the March monthly meeting of the Union Hose Fire Company. She noted that Paul Longenecker has resigned from the fire company and that Anthony Deaven would be serving as acting Fire Chief until a new chief is elected on April 7, 2016.

MOTION by Mr. Scott, second by Mr. Embich to approve the reports of the Special Committees as presented. Motion carried unanimously.

OLD BUSINESS:

Main Street and First Avenue Crosswalk: Nothing to report this month.

Proposed Ordinance – Regulating Parking of Trailers: It was noted that the Commissioners had been provided with a draft of the proposed ordinance regulating the parking of trailers on public streets and parking lots for their review and comment. Ms. Zimmerman distributed information comparing the Township regulations currently in place pertaining to the parking or storing of various types of vehicles with those being proposed by the ordinance. Based on this analysis, she questioned why an additional ordinance was necessary if pertinent regulations already existed. Mr. Embich noted that the current regulations she cited were from the zoning ordinance and the enforcement was of a civil nature, whereas the proposed ordinance would treat these violations as a traffic violation enforceable by the Police Department. Ms. Zimmerman asked why the Police Department could not enforce the zoning ordinance and Mr. Embich indicated it was because they were not appointed to serve as the zoning officer. President Moore stated that the Police Department is not legally allowed to enforce the zoning ordinance. Mr. Sheffey noted it may be more expeditious to cite these issues as traffic violations and Mr.

ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS
SPECIAL COMMITTEE: INFORMATION TECHNOLOGY (J. Scott)

VI. - F

March 7, 2016

Website

Isaac Preston, the web developer we have engaged for the rebuild, has received the final list of items needing attention. Chief among these is the continued presence of malicious code, which causes some firewalls to block our site. Two individuals have provided us with variously the type of malware and the text and location of the actual lines of code. The developer has indicated that he will be able to address this and the other matters by the middle of this month.

ITEM VI -H STORMWATER MANAGEMENT

1. A letter was sent to all Lebanon County municipalities via Karen Feather, on behalf of the LCCWA, requesting participation and supply of geographic locations of their stormwater and information about any BMP's implemented since January, 2014. The due date was March 1, 2016. And a follow-up meeting is being scheduled for later in March.

ACTION:

The updating process for ordinance(s), via SSM Engineering, for enforcement of the MS4 program has been slowed temporarily. The revised ordinance recommendations should be available before mid-2016.

ITEM VI- J GLRA (GREATER LEBANON REFUSE AUTHORITY)

1. The meeting on March 2 was very short. However, the Engineer position, which has been open for several months, was offered to James Zendek, who has varied experience in pipeline engineering and general construction engineering. The E.I.T., Ms. Roxanne Li, was praised by Director Taylor for filling in capably in the interim.
2. Several legal actions are underway for illegal burning of trash, illegal hauling of waste from outside Lebanon County, and failure to pay disposal fees.
3. A property adjacent to the GLRA is being sought for purchase or long-term lease from the Estate of the former owner.

ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS
SPECIAL COMMITTEE: Zoning Ordinance Revision (J. Scott)

VI. - I

March 7, 2016

The Committee continues to consider the helpful remarks Commissioner Zimmerman has provided. The usefulness of having a thoughtful and probing reading of the document at this particular stage of its development cannot be overstated.

Recent communication from Township Solicitor Corey Lamoureux indicates that a different schedule of public meetings may be necessary since we are proposing a complete repeal of the existing Ordinance. Township Administrator Yingst is preparing a revised timeline with these new considerations in mind.

Embich described the potentially lengthy process involved should zoning enforcement be pursued. Ms. Zimmerman discussed the matter of unlicensed or unregistered vehicles on private property and expressed her frustration that these issues were not being enforced, specifically in regard to a listing of these vehicles she had identified and provided to the Police Department at an earlier date. Chief Dugan indicated that the Township ordinance addressing unlicensed or unregistered vehicles on private property was part of a broader nuisance ordinance pertaining to junk and, based upon his review of case law, he did not think the mere fact that a car was unlicensed or unregistered constituted it as being junk and, as such, in violation of the ordinance. He further stated that the presence of vectors in the vehicle or growth of weeds around the vehicle could make it a violation of the ordinance, and he noted that the ordinance required the action of the Board for enforcement of these particular matters. Ms. Zimmerman recalled that this ordinance had been used to remove unlicensed or unregistered vehicles in the past and she asked the other Commissioners if they were willing to allow these vehicles to accumulate in town. Mr. Embich expressed his belief that if unlicensed or unregistered vehicles were on private property it was not something the Township could enforce. Based on this, Ms. Zimmerman questioned the point of proposing an ordinance regulating the parking of trailers. President Moore indicated the distinction was that enforcement would be against those trailers located on public property, be it a street or a public parking lot. With no further discussion noted, **MOTION** by Mr. Scott, second by Mr. Embich to authorize for advertisement the proposed ordinance regulating the parking of trailers as presented for consideration at a future Regular Meeting. Motion carried unanimously.

Proposed Ordinance – Regulating Animals: Mr. Scott reported that the Zoning Ordinance Revision Committee is planning to review comments received from the Township Solicitor's Office and Ms. Zimmerman over the next month on the proposed ordinance and anticipates providing the Commissioners with a final draft ordinance for its consideration in the next month or two. Ms. Zimmerman indicated receipt of information from a group advocating a trap/neuter/return program for feral cats. Mr. Scott indicated he also received this information and forwarded a draft copy of the proposed ordinance to this group for its review and comment.

Downtown Bollards: Ms. Zimmerman indicated there was cracking damage to the concrete around several bollards at the town square where the bollards had been hit by vehicles. She noted specific damage and leaning bollards on the southwest corner of the square and asked if there were any plans to repair this. President Moore noted that the Public Works Department periodically tried to address these repairs.

NEW BUSINESS:

Electricity Supplier Contract for 2017-2019: Mr. Yingst reported that Patriot Energy Group, serving as the energy broker for the Township, received quotes from several electricity suppliers for when the Township's current electricity supplier contract ends in early-2017. Patriot Energy recommended that the Township contract with one of these suppliers at a fixed rate of \$0.06499 for a twenty-nine month period beginning in 2017, which includes the gross receipts tax in that rate. Mr. Yingst noted that this rate is nearly \$0.01 less than the rate the Township is currently paying for electricity supply and he authorized that contract on February 5, 2016. **MOTION** by Mr. Scott, second by Mr. Embich to ratify the action of the Township Administrator to execute a

contract through Patriot Energy Group with an electricity supplier at a fixed rate of \$0.06499 for a twenty-nine month period beginning in 2017. Motion carried unanimously.

Appointment of Zoning Hearing Board Solicitor: Mr. Yingst noted that the Zoning Hearing Board is scheduled to meet on April 7, 2016; he also noted that by law the firm of the Township Solicitor may not represent the Zoning Hearing Board at these hearings. **MOTION** by Mr. Embich, second by Mr. Scott to appoint Kurt E. Williams, Esq. of Salzmann Hughes, PC to serve as the Zoning Hearing Board Solicitor for its April 7, 2016 hearing and to ratify the execution of the engagement letter with Salzmann Hughes, PC for these services by the appropriate Township officials. Motion carried unanimously.

On-Street Handicapped Parking Spaces: Mr. Yingst reported that, pursuant to questions raised about the placement of on-street handicapped parking spaces, it has come to light that there are handicapped spaces listed in the Township code that are not marked on the street and spaces with appropriate markings and signage on the street that are not listed in the code. He further noted that a survey of these discrepancies has been completed and he anticipates they will be addressed as part of an omnibus ordinance considered later in the year. President Moore asked why an ordinance designating each handicapped parking space was necessary and Mr. Sheffey indicated it was so each space could be enforced. President Moore asked if a single ordinance could be adopted allowing handicapped parking spaces to be added in the future without going through the ordinance adoption process and Mr. Sheffey indicated it could not be. Ms. Zimmerman asked if the Board wished to reconsider its previous denial of a handicapped parking space for Ronald Moyer who is a resident of 48 North Railroad Street. Mr. Scott asked if Mr. Moyer had off-street parking available to him on the property and Ms. Zimmerman indicated that he did not. Chief Dugan indicated the Police Department had previously recommended that Mr. Moyer's request for a space be denied because it did not believe he truly needed it. Ms. Zimmerman stated that Mr. Moyer has a handicapped placard for his vehicle and has a pacemaker and based upon this she believes his request should have been granted. She further noted that, as the property in which Mr. Moyer resides is a corner lot, the handicapped space could be placed on Maple Street, which would avoid designating another handicapped space on North Railroad Street, which already has a number of such spaces. President Moore recalled that the space was denied because the police officer handing the request determined that Mr. Moyer's primary motivation was that college students not park there. Mr. Embich stated that he did not believe having a pacemaker alone demonstrated a need for a handicapped parking space based upon his experiences with other persons who had pacemakers. Mr. Liles commented that parking was at a premium in the neighborhood due to the number of cars associated with each residence and Ms. Zimmerman concurred. President Moore rhetorically asked how the municipality could limit the number of cars that residents have. With no further discussion noted, **MOTION** by Ms. Zimmerman, second by President Moore to authorize the painting of and installation of appropriate signage for a handicapped parking space adjacent to the property at 48 North Railroad Street and to instruct the Township Administrator to include this action in the next omnibus ordinance. Motion carried by a vote of three to two with President Moore, Mr. Embich, and Ms. Zimmerman voting in favor of the motion and Mr. Scott and Mr. Lively voting against the motion. Concerning whether the handicapped parking space should be placed on North Railroad Street or Maple Street, President Moore suggested the Township contact Mr. Moyer to

see which location he preferred. Ms. Zimmerman indicated she believed Mr. Moyer would prefer a placement on Maple Street as that is currently where he typically parks.

Abandoned Vehicles: It was noted that this was discussed earlier in the meeting as part of Old Business.

Codification Services Provider: Mr. Yingst provided an update on the search for a new provider of codification services. He reported that proposals were received from three companies and that he and Mr. Scott met with two of these companies in February. Based on a review of these proposals, the costs involved, and the needs of the Township, Mr. Yingst indicated that he and Mr. Scott recommended the Township enter into an agreement with Code Publishing Company for codification services. **MOTION** by Mr. Scott, second by President Moore to enter into an agreement with Code Publishing Company for codification services and to authorize the execution of this agreement by the appropriate Township officials. Motion carried unanimously.

Swatara Sojourn Proclamation: In light of the 28th annual Swatara Sojourn, Mr. Embich presented and read a proclamation declaring May 7 and 8, 2016 as Swatara Creek Sojourn Days, noting how the Township benefits from the Sojourn and the purpose of the Swatara Watershed Association that sponsors the event. **MOTION** by Mr. Embich, second by Mr. Scott to proclaim May 7 and 8, 2016 as Swatara Creek Sojourn Days as presented by Mr. Embich and to instruct the appropriate Township officials to execute and submit this proclamation to the Swatara Watershed Association. Motion carried unanimously and a copy of this proclamation is attached hereto and made a part of these minutes.

CORRESPONDENCE: The Board was informed of the following items of correspondence received since its February Regular Meeting:

Tire Collection: Mr. Yingst reported that correspondence was received indicating that the Lebanon County West Nile Virus Program will be holding its annual tire collection for residents of the county at the Lebanon Expo Center on April 20 from 8 AM to 6 PM. He also noted that the pre-registration form for this event is available for download from the Township website.

Trout Unlimited 2016 Annual Fundraising Banquet: Mr. Yingst reported that communication was received from Joseph Connor of the Doc Fritchey Chapter of Trout Unlimited inviting the Commissioners to its 2016 annual fundraising banquet. He noted that the banquet is scheduled for 5 PM on April 9 at the Holiday Inn of Grantville and tickets may be purchased for \$30 per person. Mr. Yingst noted that the Township sponsored a full page advertisement in the banquet program in 2015 and \$100 was budgeted for this again in 2016. **MOTION** by Mr. Scott, second by Mr. Lively to authorize the sponsorship of a full page advertisement in the program for the 2016 annual fundraising banquet of the Doc Fritchey Chapter of Trout Unlimited at a cost of \$100. Motion carried unanimously.

2016 Liquid Fuels Tax Payment: Mr. Yingst informed the Board the Township has received notification from the Pennsylvania Department of Transportation that the Township's annual Liquid Fuels Tax Fund payment for 2016 is \$117,429.38. Based on previous years' annual

PROCLAMATION OF THE SWATARA SOJOURN - 2016


The Township of Annville, Lebanon County, Pennsylvania proclaims May 7 - 8, 2016 as Swatara Sojourn Days: "SECRETS OF THE SWATARA - 2016".

The Swatara Watershed Association, created in 1970, has endeavored to provide the citizens of the Swatara Watershed with a continuously improved resource for drinking, boating, fishing, and general water related recreation by conducting an annual sojourn to pick trash, enjoy the stream, and learn of the resource that is the Swatara Creek.

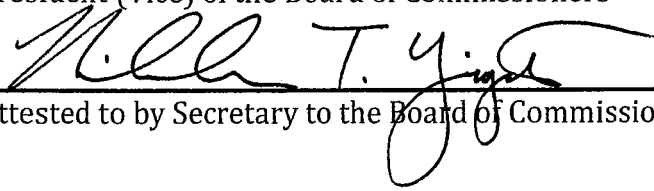
This year marks the twenty-eighth (28th) anniversary of the Swatara Sojourn called: "Secrets of the Swatara" 2016.

Annville benefits directly from the efforts of the sojourn by the improvement in water quality of the stream, which is the primary source for three (3) water companies that supply water to the region. Two of these companies provide water to Annville Township, and our wastewater collection and treatment system returns that water via the Quittapahilla Creek to the Swatara Creek. Therefore, we are all part of the global "hydrologic system" that continuously recycles water.

Proclaimed and signed this seventh day of March 2016.



President (Vice) of the Board of Commissioners



Attested to by Secretary to the Board of Commissioners

payments \$114,000 was budgeted for this revenue source in 2016, so the actual 2016 payment amount is more than \$3,000 above the budgeted amount and is also more than \$16,000 above the actual 2015 payment amount.

Green Power Partnership: Mr. Scott shared information with the other Commissioners regarding a webinar for a community solar program called the "Green Power Partnership" and invited them to participate if they were so inclined.

PAY BILLS: MOTION by Mr. Lively, second by Mr. Scott to ratify the actions of the Township Administrator regarding payment of debts shown on the Finance Report (Cash Disbursement Journals of the various funds). Motion carried unanimously.

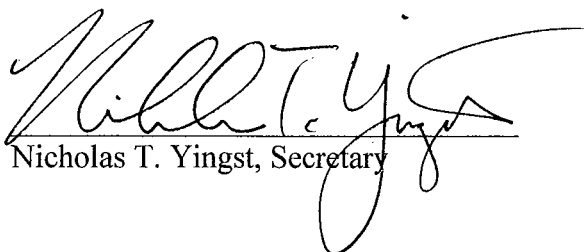
RECESS FOR EXECUTIVE SESSION: President Moore called a recess for an Executive Session and the room was cleared of the public at 9:30 PM. The Regular Meeting was reconvened at 10:18 PM with the five Commissioners, Mr. Yingst, Mr. Sheffey, and Mr. Lamoureux present.

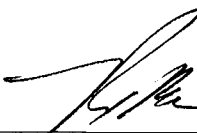
Reimbursement of Sewage Backup Costs: At the recommendation of the Township Authority, **MOTION** by President Moore, second by Mr. Lively to authorize payment for plumbing and cleaning costs in the amount of \$372.98 associated with a sewage backup from the sewer main into the residence at 345 West Church Street. Motion carried unanimously.

Comprehensive Revision to Zoning Ordinance: **MOTION** by Mr. Embich, second by Mr. Scott to classify the proposed zoning ordinance as a comprehensive revision to the zoning ordinance in that the existing zoning ordinance will be fully repealed and replaced by the proposed zoning ordinance. Motion carried unanimously.

Public Meeting to Discuss the Preparation and Drafting of Comprehensive Revisions to the Zoning Ordinance: **MOTION** by Mr. Embich, second by Mr. Scott to authorize a public meeting of the Zoning Ordinance Revision Committee at 7 PM on March 28, 2016 to discuss the preparation, and drafting, of comprehensive revisions to the Annville Township zoning ordinance and to authorize advertising of same. Motion carried unanimously.

ADJOURNMENT: There being no further business to come before the Board, **MOTION** by Ms. Zimmerman, second by Mr. Lively to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 10:20 PM.


Nicholas T. Yingst, Secretary


Rex A. Moore, President