

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
October 12, 2016**

A Special Meeting of the Annville Township Board of Commissioners was held starting at 6:00 PM on October 12, 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 was Nicholas T. Yingst, Township Administrator and Board Secretary and Ron Dowey, President of the Union Hose Fire Company.

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

Rex A. Moore, President of the Board of Commissioners, arrived at the Special Meeting at approximately 6:10 PM.

REVIEW OF DRAFT BUDGETS

Mr. Yingst presented the following draft budgets for review and comment by the Board of Commissioners: Economic Development Authority (EDA), Liquid Fuels (Motor License), Police Pension Plan, Non-Uniformed Employees' Pension Plan, Sewer Fund, Sewer Capital Fund, General Fund, and Capital Reserve Fund. Mr. Yingst noted that both the Sewer Fund and General Fund draft budgets were balanced and that no tax increase or sewer and trash rate increase was being recommended. He also presented a labor costs spreadsheet that reflected a 2.25% annual increase to police salaries and wages per the current collective bargaining agreement (CBA) with the police union and a 2% cost of living increase for all Township employees not covered by a CBA. Mr. Yingst noted that employees receiving health insurance benefits would contribute 1% of the premium beginning in 2017. The Board reviewed each budget and the labor costs spreadsheet in detail, and no changes were made to any of the items presented. At the prompting of President Moore there was lengthy discussion on the possibility of adopting a streetlight tax in order to remove that expense from the Liquid Fuels Fund and thereby free up more Liquid Fuels monies for street repairs. It was noted the First Class Township Code did not allow for a flat street light tax to be charged to all properties and that such a tax could only be assessed based on street frontage. Mr. Embich asked if the Township Authority could assess a flat streetlight fee to each property and Mr. Yingst indicated he did not believe it could but that he would research this. The Commissioners also determined that if a streetlight tax was pursued in lieu of a streetlight fee or an increase in property tax millage for the purpose of paying streetlight expenses out of the General Fund, a streetlight tax would likely only be adopted in time for the 2018 tax bills due to the significant amount of preliminary work anticipated to gather information on street frontages throughout the Township. Mr. Dowey also discussed various financial matters concerning the Fire Department with the Board. At the conclusion of reviewing all draft budgets, and primarily because of the uncertainty of the options available regarding a streetlight tax or fee, the Board decided that another Special Meeting to discuss budget matters would be necessary. This meeting will be held on Wednesday, November 9, 2016 at 6:00 PM.

OTHER BUSINESS

Annville Veterans of Foreign Wars (VFW) Auxiliary Request for Use of Annville Center Fountain Area for Trick-or-Treating: Noting receipt of correspondence requesting same,

MOTION by Mr. Lively, second by Ms. Zimmerman to authorize the use of the Annville Center fountain area by the Annville VFW Auxiliary for distributing candy to trick-or-treaters during the date and times set for trick-or-treating in the Township in 2016. Motion carried unanimously.

Police Department Petty Cash Fund Increase Request: Due, in part, to the amount of certified mail that is sent, Mr. Yingst reported the \$50 petty cash fund balance in the Police Department Office is at times insufficient to make change. **MOTION** by Ms. Zimmerman, second by Mr. Scott to authorize the Petty Cash Fund in the Police Department Office be increased from \$50 to \$100. Motion carried unanimously.

Township Solicitor's Request for 2017 Fee Increase: Noting receipt of correspondence requesting same from the office of the Township Solicitor, **MOTION** by Mr. Scott, second by Mr. Lively to set the hourly rate at \$180 for legal services with Reilly Wolfson Attorneys at Law effective January 1, 2017. Motion carried unanimously.

Lebanon Valley College (LVC) Shankroff Tennis Center Financial Security: At the recommendation of the Township Engineer and based upon his site visit, **MOTION** by Mr. Scott, second by Mr. Lively to accept the financial security amount of \$11,625.80 as recommended by the Township Engineer for the remaining improvements for the LVC Shankroff Tennis Center. Motion carried unanimously.


Amendment to Final Draft of Proposed Comprehensive Revision to Zoning Ordinance: Referencing the Public Hearing on October 11, 2016 regarding the proposed comprehensive revision to the zoning ordinance and map, **MOTION** by Mr. Scott, second by Mr. Lively to amend the final draft of the proposed zoning ordinance dated September 1, 2016 by replacing the phrase "two hundred (200) sq. ft." with the phrase "fifty (50) sq. ft." in Section 27-409.2.b(12)(a), Manufactured Home Site Improvements. Motion carried unanimously.

Termination of Edwin C. Miller: **MOTION** by Ms. Zimmerman, second by Mr. Lively to ratify the termination of Edwin C. Miller, Laborer in the Public Works Department, from employment with Annville Township effective October 13, 2016. Motion carried unanimously.

ADJOURNMENT

There being no further business to come before the Board, **MOTION** by Mr. Scott, second by Mr. Lively to adjourn the meeting. Motion carried unanimously and the meeting was adjourned at 8:05 PM.


Nicholas T. Yingst, Secretary


Rex A. Moore, President