

**ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS**  
**FEBRUARY 5, 2019 REGULAR MONTHLY MEETING AGENDA – 7:00 PM**

Announced Visitors: Tom Smith, Century Engineering  
Matthew Twomey, Lebanon Valley College (LVC)

- I. Call to Order – 7:00 PM
- II. Pledge of Allegiance
- III. Recognition of Visitors and Opportunity for Public Comment
  - A. LVC Pedestrian Bridge – Mr. Smith and Mr. Twomey
- IV. Approval of Minutes
- V. Reports of Standing Committees
  - A. Public Works
  - B. Public Safety
  - C. Property
  - D. Parks & Recreation
  - E. Finance
  - F. Permits
  - G. Annaville Activities
- VI. Reports of Special Committees
  - A. Executive Sessions
  - B. Planning Commission
  - C. Economic Development
  - D. Historic Architectural Review Board (HARB)
  - E. Wage & Salary
  - F. Spruce Street Bridge
  - G. Municipal Separate Storm Sewer System (MS4)
  - H. Greater Lebanon Refuse Authority (GLRA)
  - I. Fire Department
- VII. Old Business
  - A. First Aid and Safety Patrol (FASP) Emergency Medical Services (EMS) Financial Problems
- VIII. New Business
  - A. Pennsylvania Department of Environmental Protection (DEP) Section 902 Recycling Grant
  - B. Condemned Property at 100 North Weaver Street
  - C. Swatara Sojourn Proclamation
  - D. Hazard Mitigation Grant Program (HMGP) Property Leases
- IX. Correspondence
- X. Pay Bills
- XI. Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
February 5, 2019**

The February Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on February 5, 2019 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Rex A. Moore, President; Henri B. Lively, Vice President; Thomas R. Embich, Treasurer; Joann F. Zimmerman; and Nevin R. Hoover. Also in attendance were Nicholas T. Yingst, Township Administrator and Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; William Stickler, Police Sergeant; Corey Lamoureux, Esq., Township Solicitor; Conrad "Mike" Liles, North Railroad Street; Dean Wolfe, West Main Street; Shawn Curtin and Matt Twomey, Lebanon Valley College (LVC); Gregory Miller and Tom Smith, Century Engineering; and one person who was not identified.

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.

**RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:**

President Moore provided an opportunity for public comment and the following comments were noted from those in attendance:

**LVC Pedestrian Bridge:** Mr. Curtin was recognized for comment and he shared information on the proposed project to replace the pedestrian bridge across the Norfolk Southern railroad tracks that connect the north and south sides of the LVC campus. He noted the college received grant funding to improve this bridge, which would make it handicapped accessible and more bicycle friendly. It was also noted the improvements to the bridge necessitated the submission of a stormwater management plan and Mr. Miller provided an overview of the project's stormwater impact and explained the rationale for the request for a waiver of Section 23-302 of the Annville Township Code of Ordinances. Mr. Embich asked where the stormwater would discharge to upon completion of the project. Mr. Miller indicated stormwater would flow in three directions: south toward Mund Center to enter the existing stormsewer system that runs under State Route 934, west onto the Norfolk Southern right-of-way via existing discharge points, and north to the existing collection system that ultimately flows southward underneath the railroad tracks and into the Ulrich Street stormsewer system. Mr. Embich asked if this project would increase the flow into the latter system and Mr. Miller indicated it would not. Mr. Embich asked if the project would make East Summit Street narrower. Mr. Smith noted that the traffic way would be unchanged, but it would involve the removal of some parking spaces. Ms. Zimmerman asked how many spaces would be removed and Mr. Smith stated 22. Mr. Curtin added that the loss of the parking spaces would be offset by a sufficient number of existing spaces north of the railroad tracks. Mr. Hoover asked if the area to the south side of the bridge would be accessible by a fire engine and Mr. Smith indicated it would be essentially the same situation as at present, as the parking spaces to be removed tend to currently be occupied by vehicles. Ms. Zimmerman stated she had heard that LVC was short on parking for the current semester. Mr. Curtin indicated the college has adequate parking throughout campus and is in the process of developing policies that would require students to park on the north side of the railroad tracks, thereby reducing the congestion on the south side. Mr. Embich asked about the timeframe for the project and Mr. Twomey stated most of the work was planned for the summer with a goal that the new bridge would be ready for the fall semester. Mr. Hoover asked for more detail on the rationale for the waiver. Mr. Smith stated that they did not want to disturb any more area than was necessary and thought a waiver was appropriate due to



the small amount of stormwater and the fact the project met all other requirements of the Township's stormwater requirements. It was also noted the Township Engineer recommended the waiver be granted for these reasons. Referring to a drawing of the finished project, Mr. Yingst noted that grass was pictured at the south side of the bridge where there was currently asphalt. With this in mind, Mr. Yingst asked if the amount of pervious surface on the south side was increasing due to this project. Mr. Smith confirmed this and noted a metal ramp system would be used on the west side of the bridge's south entrance, thus allowing for drainage to pervious areas underneath the ramp. Mr. Lively asked about the material proposed for the cage covering the bridge and Mr. Twomey noted it would be a metal mesh. Mr. Lively asked how wide the ramps would be and Mr. Smith indicated a four foot width. Mr. Liles recalled that in the past LVC had mentioned providing transportation from the northeast parking lot to encourage students to park there. Mr. Curtin noted that the college was developing a bike share program it hoped would help with this. Mr. Liles asked if the proposed bridge would be in the same location as the existing bridge and Mr. Curtin stated it would be. In response to a concern about whether students would ever park at the northeast lot, Mr. Curtin noted that a benefit of having new students attend the college each year is it provided the opportunity to change this culture over time. Ms. Zimmerman indicated she would also like to see faculty parking moved from onstreet spaces to designated parking lots. Mr. Wolfe asked if there were plans for more residence halls on the north side of campus. Mr. Curtin noted there were no plans at present, but that growth could potentially necessitate it. He also noted that changes in how students do post-secondary education have made the building of residence halls less important for colleges than in the past. With no more questions or comments noted, President Moore thanked Mr. Curtin, Mr. Miller, Mr. Smith, and Mr. Twomey for their presentation.

Waiver of Peak Discharge/Release Rate Criteria for LVC Pedestrian Bridge: Regarding the request received from LVC for a waiver of the peak discharge/release rate criteria for the LVC pedestrian bridge and at the recommendation of the Township Engineer, **MOTION** by Ms. Zimmerman, second by Mr. Embich to grant a waiver to Section 23-302 of the Annville Township Code of Ordinances for the LVC pedestrian bridge. Motion carried unanimously.

LVC Pedestrian Bridge Stormwater Management Plan: At the recommendation of the Township Engineer, **MOTION** by Ms. Zimmerman, second by Mr. Embich to approve the stormwater management plan submitted for the LVC pedestrian bridge contingent upon the satisfactory addressing of all remaining items in the Township Engineer's letter dated January 18, 2019. Motion carried unanimously.

Mr. Curtin, Mr. Miller, Mr. Smith, and Mr. Twomey left the Regular Meeting at 7:26 PM.

**APPROVAL OF MINUTES:** **MOTION** by Mr. Lively, second by Mr. Embich to approve the minutes of the Regular Meeting held January 2, 2019 as presented. Motion carried unanimously.

#### **REPORTS OF STANDING COMMITTEES:**

**Public Works:** The Public Works Report for January 2019 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following items were then addressed:

## **ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.**

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### **WORK DONE FOR JANUARY 2019**

- (1) **LIGHTS** We repaired three downtown lights this month.
- (2) **DUMP BODY** The dump body on the 2009 Ford is rusting very badly (when we purchased the truck on the COSTARS program they did not offer a stainless or aluminum dump body). I obtained five price quotes to replace the dump body with either a stainless or aluminum box (see attachments) I would recommend going with the aluminum one from Hewey Body (located in South Annaville Township). \$7,000 was budgeted for this from the Liquid Fuels Fund and I'm recommending the remaining amount over and above this be paid from a portion of the \$4,767 in County Liquid Fuels funds received from Lebanon County.
- (3) **CHRISTMAS TREES** We picked up 214 Christmas trees and will chip them up in next couple of weeks.
- (4) **VEHICLE MAINT.** Started to service equipment.
- (5) **MS4** We will be starting the annual inspection of the storm sewer system in the next couple of weeks.
- (6) **SALTING/PLOWING** Used 28 tons of salt in Annaville, representing 30 hours of salting as well as 64 hours of plowing. Also used 18 tons of salt in Cleona, representing 15 hours of salting.



Piping to Heat Dewatering Building: At the recommendation of the Township Authority, **MOTION** by President Moore, second by Ms. Zimmerman to authorize the purchase of approximately 300 feet of insulated piping to run from the boiler to the new dewatering building to heat the latter in the amount of \$1,569. Motion carried unanimously.

Dewatering Facility Stormwater Management Plan Review Costs: At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Mr. Hoover to ratify payment totaling \$890 to Bolt Engineering, LLC, the Lebanon County Engineer, for its review of the dewatering facility stormwater management plan. Motion carried unanimously.

**Public Safety:** The Police Statistical Report and Monthly Summary Report for January 2019 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following item was then addressed:

Prescription Disposal Box: Per questions from Mr. Lively and Mr. Wolfe, Chief Dugan provided information on the location of, and how to access, the prescription disposal box at Town Hall. Mr. Embich also suggested the Police Department consider removing labels from any discarded prescription bottles it collects.

**Property:** The following item was addressed:

Town Hall Flagpole Light: Ms. Zimmerman reported a solar-powered light costing less than \$100 was installed on the top of the Town Hall flagpole earlier that day to provide better illumination of the flag.

**Parks & Recreation:** The following item was addressed:

Annville Free Library (AFL) 2019 BOOK IT! Run: At the request of the AFL, **MOTION** by Mr. Lively, second by Mr. Embich to authorize the library's BOOK IT! run through Quittie Creek Nature Park to be held on June 8, 2019 from 8 AM to 10 AM. Motion carried unanimously.

**Finance:** Mr. Embich reviewed the Financial Report for January 2019, highlighting the total income and expenses for the first month of 2019. A copy of the report is attached hereto and made a part of these minutes.

**Permits:** The Permits Report for January 2019 was reviewed, a copy of which is attached hereto and made a part of these minutes.

**Annville Activities:** Nothing to report this month.

**MOTION** by Ms. Zimmerman, second by Mr. Hoover to approve the reports of the Standing Committees as presented. Motion carried unanimously.

**REPORTS OF SPECIAL COMMITTEES:**

# Annville Township Police Department

## MONTHLY REPORT January 2019

Total Calls by Call Type From: 1/1/2019 - 1/31/2019

<u>Call Type</u>	<u>Total Calls</u>
AMBULANCE CALL	32
TRAFFIC ENFORCEMENT - WARNING	27
TRAFFIC ENFORCEMENT - CITATION	23
PARKING ENFORCEMENT	16
BACKGROUND INVESTIGATION	10
POLICE INFORMATION	10
ACCIDENT, NON-REPORTABLE	7
SUSPICIOUS ACTIVITY	7
PARKING COMPLAINT	6
ALARMS	5
DRIVING COMPLAINT	5
CHECK ON WELL BEING	4
DOMESTIC DISPUTE	4
NOISE COMPLAINT	4
SIDEWALK/SNOW-ORDINANCE	4
ASSIST OTHER POLICE	3
CRIMINAL MISCHIEF	3
DOG COMPLAINT	3
TRAFFIC DEVICE COMPLAINT	3
CIVIL MATTER	2
DOG - MISSING / LOST	2
DUI	2
FALSE BURGLAR ALARM	2
FIGHTING	2
FRAUD	2
HARASSMENT	2
LOST & FOUND	2
NEIGHBORHOOD DISPUTE	2
PHONE SCAM	2
ROAD CLOSURE / DETOUR / CONSTRUCTION	2
ABANDONED VEHICLE	1
ACCIDENT, HIT & RUN	1
ADMINISTRATIVE FINGERPRINTING	1
ASSAULT, SIMPLE	1
ASSIST MOTORIST	1
ASSIST OTHER AGENCY	1

BACKGROUND INVESTIGATION - RECORD RELEASED	1
CHILD ABUSE	1
CHILD CUSTODY	1
DISABLED VEHICLE	1
DRUG BOX - PRESCRIPTION	1
DRUG INFORMATION	1
DRUG VIOLATION	1
FIRE CALL	1
FIREWORKS COMPLAINT	1
FOOT PATROL - POLICE	1
GENERAL INVESTIGATION	1
HOUSE CHECK REQUEST	1
LANDLORD/TENANT ISSUE	1
LOST OR MISSING ITEM	1
MEGAN'S LAW NOTIFICATION	1
MENTAL HEALTH	1
MISCELLANEOUS	1
ORDINANCE - OTHER VIOLATIONS	1
PFA ORDER	1
SUSPICIOUS PERSON	1
SUSPICIOUS VEHICLE	1
THEFT - FROM MOTOR VEHICLE	1
UNAUTHORIZED USE OF MOTOR VEHICLE	1
WIRES DOWN	1
<b>TOTAL CALLS</b>	<b>228</b>





ANNVILLE TOWNSHIP POLICE  
MONTHLY REPORT  
January 2019



In addition to the regular monthly activity I wanted to try something new and include other highlights and items of interest.

**Ambulance Calls** - I have included a summary of the monthly Ambulance calls to include what Ambulance responded, the date & Time, Location and brief description of the call type.

**Prescription Drug Box** – During the year 2018 we collected 214.4 pounds of prescription drugs in our RX takeback collection box.

#### **2018 Highlights:**

##### **Firearms / Use of Force:**

In October of 2018 all Officers participated in a qualification training at the Land Fill Shooting Range. Officers qualified on the duty handgun, Off Duty handgun, Patrol Rifle and Fundamentals of Marksmanship and other training as time permitted.

In December of 2018 all Officer participated in a training session at the indoor range at the Law Enforcement Training Center at HACC. The training session included Dim Light Qualification with the duty handgun and various scenario based drills; shoot-don't shoot decision making; active shooter response using additional response equipment.

##### **Online Training Topics Review**

Fentanyl: The real Deal  
Fentanyl Safety Recommendations For First Responders  
ODIN - Overdose Information Network  
Email Video First Amendment Activities

##### **Policies Changes Reviewed:**

Use of Force  
Narcen Usage  
Integrated Response / Active Shooter



## **JANUARY 2019 HIGHLIGHTS:**

Dynamics of Officer / Citizen Encounters: I wanted as many of our Officers to attend this training but the total cost to host this presentation for an unlimited Officers is \$5,000 or \$150/per Officer charge with minimum of 30 Officers attending. I decided to propose the training to the South Central Task Force who agreed to sponsor the class and paid all the costs. Five of our officers attended the training with other area officers at no charge to Annville Township. I have included the flyer to provide an idea of the training topics.

### **Online Training Topics Review**

Frisk Searches – Terry V Ohio (US Supreme Court decision that set the framework detailing when Officers and perform at Pat Down or Frisk Search.

Graham V Connor - US Supreme Court decision that provides framework for use of force and use of deadly force and the “objective Reasonable” standard.

Causality Care – Tourniquets: Officers are issued 2 tourniquets and this video shows how to properly use the tourniquet on themselves and others.

### **Policies Changes Reviewed:**

Records Management – Report writing policy

Legal Process – Serving of Warrants, Protection Orders, Subpoenas and other court documents

Police Response – Updated information about Mutual Aid to other Police Officers

## Permits Report

Month of January 2019

Plumbing Permits issued	_____	_____
Plumbing Licenses issued	<u>12</u>	<u>\$300.00</u>
Excavator Licenses issued	<u>7</u>	<u>\$175.00</u>
Total Curb/Sidewalk Permit Fees Collected		<u>\$ 25.00</u>
Total Street Cut Permit Fees Collected		<u>\$800.00</u>
Total Tapping Fees Collected		_____

### Tapping Fees

#### Building Permits

#1-19	Tyler Fenner	Erect a new structure
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#### Curb/Sidewalk Permits

2019-001	200 E. Main Street	Replace sidewalk
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#### Street-Cut Permits

#19-1	210 N. Railroad Street (2 cuts)	UGI Utilities	Install gas service
#19-2	300 S. White Oak St (2 cuts on E. High)	UGI Utilities	Install gas service

#### Burn Permit



**Executive Sessions:** Mr. Yingst reported an Executive Session was held on January 9, 2019, to discuss personnel matters. An Executive Session was also requested to be held prior to the adjournment of the evening's meeting to discuss personnel matters.

**Planning Commission:** Ms. Zimmerman reported the Planning Commission did not meet in January but would be meeting on February 11, 2019, to review the preliminary land development plan submitted for Phase 3B of Stone Hill Village.

**Economic Development:** Mr. Yingst reported that the steps being required by the Pennsylvania Department of Community and Economic Development for the assumption of the Economic Development Authority's debt by the Township were more cumbersome than initially anticipated. Because of this, he anticipated the draft ordinance authorizing this assumption that he presented to the Board would likely be considered for adoption at the April 2, 2019 Regular Meeting.

**Historic Architectural Review Board (HARB):** Mr. Embich reviewed the HARB Report for January 2019, a copy of which is attached hereto and made a part of these minutes. The following was then addressed:

Replacement of Rear External Stairs and Addition of Second Floor to the Rear at 207 West Main Street and Installation of Building Mounted Sign at 224 West Main Street: At the recommendation of HARB, **MOTION** by Mr. Embich, second by Mr. Lively to issue Certificates of Appropriateness for (1) the replacement of rear external stairs and addition of a second floor to the rear at 207 West Main Street and (2) the installation of a building mounted sign for The Annville Music Center at 224 West Main Street. Motion carried unanimously.

**Wage & Salary:** Nothing to report this month.

**Spruce Street Bridge:** Mr. Embich reviewed the Spruce Street Bridge Report for January 2019, a copy of which is attached hereto and made a part of these minutes.

**Municipal Separate Storm Sewer System (MS4):** Mr. Embich reviewed the MS4 Report for January 2019, a copy of which is attached hereto and made a part of these minutes.

**Greater Lebanon Refuse Authority (GLRA):** Mr. Embich reviewed the GLRA Report for January 2019, a copy of which is attached hereto and made a part of these minutes.

**Fire Department:** The Board noted the receipt of the January 2019 Fire Chief's Report and Monthly Statistical Report for the Union Hose Company (UHC), as well as the 2018 Annual Fire Chief's Report and 2018 Annual Statistical Report.

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

**OLD BUSINESS:**



T. Embich reports: 12-27-2018 BOC

Thomas Embich

Agenda Items: VI – D, F, G, & H

Date: January 31, 2019 for Meeting of February 05, 2019

## **Item VI-D HISTORIC ARCHITECTURAL REVIEW BOARD**

1. **Election of officers: Chairman re-elected: Joseph Connor; Vice Chairman elected, David Palanzo; Members present: Connor, Palanzo, Dellinger, and Richter.**
2. Review of two applications (207 and 224 West Main Street) and a future proposal for the 344 East Main Street property, currently "Sam's Diner".
  - A. Zimmerman property at 207 West Main proposed a second floor rear addition with replacement of rear external stairs, modified to a lower slope. Recommended for Certificate of Appropriateness (4:0).
  - B. Steve Kreamer property at 224 West Main has wall-mounted sign for new business; installed prior to application review. HARB reviewed the post installation application and found it to be okay. Recommended for C of A (4:0)
3. Mr. John Bower, Domino's franchisee, presented the proposal for the 344 East Main property: Sign alteration to match Domino's corporate models, front of building to have windows opened onto Main Street for the "eat-in" part of the restaurant; possible parking lot paving in the rear, which is currently gravel. Target re-opening after May 2019.

**ACTION: Move to approve the Certificates of Appropriateness for 207 West Main and 224 West Main Street per recommendation by HARB.**

## **Item VI-F SPRUCE STREET BRIDGE**

1. Contractor has begun excavation of the bridge. According to the Wilson Consulting Group inspector, about 75% of the bridge has been removed.

**No Board ACTION: Bill paying via Mr. Yingst approval/project management will soon be about \$100,000.**

## **Item VI-G MS4 & Stormwater management**

1. The January 15 meeting for the Lebanon County Stormwater Consortium produced the following officers for 2019: President, Lebanon City; Vice Pres., Cleona Borough Authority; Secretary, Annville Twp.; Treasurer, North Lebanon. Bills to be paid were revised due to the new rate proposed by the Red. Auth. being used from October, 2018. Bill will be revised to reflect the original rate through the end of 2018, new rate beginning 2019. Mr. Embich and Ms. Grumbine reported on the WIP III DEP South Central Roundtable of Dec. 7, 2018. Embich provided the information packet and attendees contact list to Mr. Lyons for redistribution. Mr. Rights, SESI, reviewed the PRP technical response letter; with some



modifications it will be submitted to PA DEP. Property owner contacts for potential project areas will continue per SESI, and Lori Yeich, PA DCNR, may attend an upcoming meeting to present possible project assistance if they relate to "park" type usage as well as stormwater management.

Next LCSC meeting is slated for February 19.

2. The 2019 meetings of the LCCWA are scheduled for Feb. 26, May 28, July 30, and Oct. 22, 2019, at 10 AM, Northern Lebanon Township Offices.

**ACTION: None at present.**

## **ITEM VI-H GLRA (GREATER LEBANON REFUSE AUTHORITY)**

1. All minutes and reports are available at <http://www.goglra.org/DocumentCenter/Home/View/>.  
Next GLRA meeting on Feb. 5, 2019 to be attended by J. Viozzi.
2. January 8 @ 7:00 PM, Commissioner Embich was in attendance for the meeting. Exec. Director Taylor outlined his goals/objectives for 2019 (several pages by functional work area) included in the meeting packet. He also reported on the expansion project and upcoming meeting on Jan. 15.
3. Several staff members were absent due to illness; reports included in packet. Operations are on track with no violations, recycling is seeing poorer markets for many items causing more material being landfilled; but the Recycling Coordinator is in process of updating her recycling certification status, and submitted a goals/objectives list of 40 items for 2019.
4. The Heilmandale Expansion project was reviewed at a meeting held Jan. 15 at Ebenezer Elementary School. Messrs. Rathfon, Oren, and Rawski, PA DEP South Central Regional Office (SCRO) introduced the reason for the meeting, indicated that if sufficient inquiries are received that a hearing may be authorized, and James Zendek, Eng. for GLRA, presented the scope of the expansion, process precautions being taken, and operational guidelines followed. A follow-up Q&A session saw primarily one resident from Heilmandale (east of the existing operation by about ¼ mile) raise concerns about odor. Both PA DEP and GLRA indicated they would look into the issue.

**ACTION: None required.**



**First Aid and Safety Patrol (FASP) Emergency Medical Services (EMS) Financial Problems:**

Mr. Yingst reported the municipalities that use FASP for EMS are still waiting on the 2017 audit. He also noted a "soft" proposal had been received from Life Lion EMS the prior afternoon and had been forwarded to the Commissioners. The Commissioners briefly discussed this proposal, which was interpreted as stationing an ambulance at the UHC for 12 hours a day at no cost to Life Lion, with the possibility of 24 hour a day coverage if other municipalities to the north of the Township were also interested in designating Life Lion as their primary EMS provider. There was also discussion as to the revenue that would be lost by the UHC under such an arrangement, as the fire company currently receives \$18,000 annually from FASP for the ambulance it stations there. President Moore recollected the amount that FASP was asking the Township to contribute to ensure its ability to continue to operate was a similar amount. Mr. Hoover expressed his mystification that despite FASP having indicated in November 2018 it was facing a financial crisis that could lead to its imminent closure, it was continuing to provide EMS without any further updates regarding the direness of its financial situation. Mr. Lamoureux noted that if the Township wished to designate a different primary EMS provider it was not required to issue a request for proposals, as EMS was considered to be a professional service. There was also concurrence to continue to wait on the results of the FASP audit before taking any official action on this matter.

**Appeal of Board of Assessment Ruling for the Property at 1325 East Main Street:** Mr. Yingst reported the Lebanon County Assessment Office obtained an appraisal for the property at 1325 East Main Street it believed supported the earlier ruling of the Board of Assessment on it. Because of this, the County Assessment Office would be challenging this appeal and anticipated a pre-trial hearing date before the Lebanon County Court of Common Pleas sometime during the spring. He also shared what the Township's estimated share of costs would be for the County Assessment Office fighting this appeal. **MOTION** by Mr. Lively, second by Mr. Hoover to authorize the Township Administrator to represent and act for the Township regarding the appeal of the Board of Assessment ruling for the property at 1325 East Main Street. Motion carried unanimously.

**NEW BUSINESS:**

**Pennsylvania Department of Environmental Protection (DEP) Section 902 Recycling Grant:**  
The following items were addressed:

**Grant Agreement and Project Officer Appointment:** Noting Mr. Yingst and Mr. Lamoureux reviewed the Section 902 Recycling Grant Agreement the Township was awarded for a compact backhoe and containers and said Agreement was submitted to DEP, **MOTION** by Mr. Lively, second by Mr. Embich to ratify (1) the Section 902 Municipal Recycling Program Grant Agreement with DEP in the amount of \$75,083 as submitted and its execution by the appropriate Township officials and (2) the appointment of Nicholas T. Yingst as the project officer for the grant. Motion carried unanimously.

**Authorization of Payment for Compact Backhoe:** Noting the arrival of the compact backhoe that is being funded by the Section 902 Recycling Grant, **MOTION** by Mr. Hoover, second by Ms. Zimmerman to authorize payment in the amount of \$74,276 to Stephenson Equipment, Inc. for this equipment. Motion carried unanimously.



**Condemned Property at 100 North Weaber Street:** Mr. Lamoureux provided information on the options available to the Township regarding the condemned property at 100 North Weaber Street. He noted there were many liens against the property that would need to be satisfied by a buyer, meaning a conventional sale or Sheriff's Sale were not likely paths toward it changing hands and ultimately being rehabilitated. He also recommended the Township ensure it would not end up owning the property, and being responsible for the liens, if it should force a Sheriff's Sale and there were no buyers. Mr. Lamoureux asked the Commissioners if they would like him to research these matters further and there was discussion about the likely costs for him doing so. **MOTION** by Mr. Hoover, second by Mr. Lively to authorize the Township Solicitor to (1) contact the Sheriff's Office to see if the Township is able to force a Sheriff's Sale without being obligated to own the property and assume the liens if there are no bids at such a sale, (2) file a lien against the property at 100 North Weaber Street for costs incurred by the Township for securing it and code enforcement inspections if he deems it prudent to do so, and (3) contact those parties with judgments against this property to see if they would be willing to waive those claims. Motion carried unanimously.

**Swatara Sojourn Proclamation:** In light of the 31<sup>st</sup> annual Swatara Sojourn, a proclamation was presented declaring May 4 and 5, 2019, 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. Hoover to proclaim May 4 and 5, 2019, as Swatara Creek Sojourn Days 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.

**Hazard Mitigation Grant Program (HMGP) Property Leases:** Mr. Yingst provided a brief overview of the Township's desire since 2013 to lease its HMGP properties and the following items were then addressed:

**Request to Lease HMGP Properties:** **MOTION** by President Moore, second by Mr. Lively to request the Federal Emergency Management Agency and/or the Pennsylvania Emergency Management Agency to allow the 11 HMGP properties to be leased for \$1 per year in accordance with the property lease agreement approved by the Board of Commissioners in 2013. Motion carried unanimously.

**HMGP Property Lease Applications:** **MOTION** by President Moore, second by Mr. Lively to authorize the Township Office to offer applications for leasing HMGP properties that will be considered by the Board at a future meeting. Motion carried unanimously. Mr. Wolfe inquired how potentially interested parties would be contacted. Mr. Yingst indicated the Township Office planned to contact adjacent property owners, former owners of the HMGP properties, and other individuals and community groups who have expressed interest in the properties over the past several years.

**CORRESPONDENCE:** Nothing to report this month.



## PROCLAMATION OF THE 31<sup>st</sup> ANNIVERSARY OF THE SWATARA SOJOURN

The Township of Annville, Lebanon County, Pennsylvania, proclaims May 4 and 5, 2019, as "Swatara Creek Sojourn Days". This year marks the thirtieth (31<sup>st</sup>) anniversary of the Swatara Sojourn.

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

Annville Township 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 fifth day of February, 2019.



(Vice) President of the  
Board of Commissioners

Attested to by the Secretary to the  
Board of Commissioners



**PAY BILLS:** **MOTION** by Mr. Embich, second by Mr. Lively 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 8:38 PM. The Regular Meeting was reconvened at 9:35 PM with the five Commissioners, Mr. Yingst, and Mr. Lamoureux present.

**ADJOURNMENT:** There being no further business to come before the Board, **MOTION** by Mr. Embich, second by Ms. Zimmerman to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 9:36 PM.

  
Nicholas T. Yingst, Secretary

  
Rex A. Moore, President