

**ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS
OCTOBER 1, 2019 REGULAR MONTHLY MEETING AGENDA**

Announced Visitors: None

- I. Call to Order – 7:00 PM
- II. Pledge of Allegiance
- III. Recognition of Visitors and Opportunity for Public Comment
- 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. Anncville 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. Municipal Separate Storm Sewer System (MS4)
 - G. Greater Lebanon Refuse Authority (GLRA)
 - H. Fire Department
- VII. Old Business
 - A. Emergency Medical Services (EMS)
 - B. Disbursement of Fire Escrow Account
 - C. Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements
- VIII. New Business
 - A. Acceptance of Pension Study Report and 2019-2022 Collective Bargaining Agreement with the Anncville Township Police Officers Association
 - B. Proposed Resolution No. 20191001-1 – Police Pension Plan Contributions
- IX. Correspondence
- X. Pay Bills
- XI. Adjournment

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
October 1, 2019**

The October Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on October 1, 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; and Joann F. Zimmerman. Also in attendance were Nicholas T. Yingst, Township Administrator and Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor; Armin Rudd, Maple Street; Anthony C. Perrotto, Walnut Street; Jordan Hoffsmith, John Semanchik, and Dean Wolfe, West Main Street; and Jake Cole, Corey Knoll, E.J. Kolonsky, Christopher O'Neill, and Ian Rex, Lebanon Valley College students.

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:

Façade Work at the Batdorf Restaurant: Mr. Wolfe was recognized for comment and remarked favorably on the façade work underway at the Batdorf Restaurant.

Jones and Maple Streets Stormwater: Mr. Rudd was recognized for comment and indicated he was following up on a discussion from the previous month's meeting. He discussed his impressions of the direction of stormwater flow in the area south of Reed's Locksmith in response to Mr. Embich's comments on same at the previous month's meeting. Mr. Rudd asked if the stormwater proposal for the Ulrich Street system had been received and President Moore indicated it had not been. He also asked if the email he sent the previous day to the Township Administrator regarding stormwater at Jones and Maple Streets had been received. President Moore indicated it was, and had been disseminated to the Commissioners and the Township Solicitor. At Mr. Rudd's request that this email be reflected in the minutes, it is attached hereto with personal information redacted and made part of these minutes. In response to Mr. Embich's reference of geological surveys from several decades prior, Mr. Rudd indicated his desire was to see the stormwater in his neighborhood piped away from it, and Mr. Rudd also discussed a conversation he had with Reed's Locksmith about stormwater in that area.

Downtown Area: Mr. Hoffsmith was recognized for comment and expressed his belief the downtown area did not look as good as it should. He then shared a number of photos of areas he believed should be addressed either through weeding, powerwashing, or cleaning of banners. Mr. Yingst reported a similar list had been received from Ms. Zimmerman the previous week indicating areas she believed were in violation of the grass and weed regulations and the Township Office was currently working through that list. He also noted that powerwashing and cleaning of banners were done on a periodic basis by the Public Works Department, although it had not been able to attend to some of these routine matters due to a busier than usual Summer. Ms. Zimmerman also suggested that perhaps the 2020 newsletter could remind property owners of their responsibility for cutting grass and weeds.

Nick Yingst

From: [REDACTED]
Sent: Monday, September 30, 2019 11:30 AM
To: Nick Yingst
Subject: Proper disposition of storm water at Maple and Jones St

Nick,

I will be attending the Township Board of Commissioners meeting on Tuesday night. I would like to continue to urge the Township to work with the Township Engineer on the Maple and Jones St storm water problem in parallel fashion rather than series fashion as part of the Township's stated holistic look at storm water issues. I cannot imagine why the Township Engineer at Spots Stevens & McCoy (SSM) could not handle multiple requests for evaluation and/or analysis proposals at a time, rather than only one isolated issue at a time. Please ask SSM to verify if they cannot handle more than one request for proposal at a time on this issue. It would be important to have that answer by the meeting tomorrow night.

I, and the residents in the Maple and Jones St area that have attended the Township meetings, also request that the Township look into and formally respond to the following:

1. What sinkhole damages the Township could be legally liable for now that we know for sure, via the Township Engineer's report, that the inlet at Maple and Jones St is a drywell without a solid bottom. The storm water is obviously eventually seeping away and eroding the underground somewhere.
2. What basement flooding damages the Township could be legally liable for since they have been formally informed of this problem since 2011 and the solution is in their control but out of residents control.

Respectfully, and gratefully,
Armin Rudd

[REDACTED]

146 West Main Street: Mr. Semanchik was recognized for comment and indicated his company, Ricker-Sweigart & Associates, had recently purchased the property at 146 West Main Street. He noted that work was currently underway to improve the property and the company was enthusiastic about being part of the Annville community. Mr. Semanchik indicated Ricker-Sweigart would like to put a sign out front sometime during Spring 2020, as well as a flagpole, and his company wanted to ensure it followed the necessary rules. Mr. Yingst noted his office had informed Ricker-Sweigart an application to the Historic Architectural Review Board (HARB) would be necessary. President Moore asked what type of business Ricker-Sweigart was involved in and Mr. Semanchik indicated it did retirement planning.

APPROVAL OF MINUTES: MOTION by Mr. Lively, second by Ms. Zimmerman to approve the minutes of the Regular Meeting held September 3, 2019 as presented. Motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

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

Septage Grinder Cutting Blades: At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Mr. Embich to authorize the purchase of a new set of septage cutting blades for the septage grinder at a cost of \$3,059.65 plus shipping. Motion carried unanimously.

Septage Pump Impellers: At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Ms. Zimmerman to authorize the purchase of two septage pump impellers at a cost of \$3,138.00 plus shipping. Motion carried unanimously.

Dewatering Project Loan Requisition No. 3: Noting the grinder/macerator was delivered and at the recommendation of the Township Authority, **MOTION** by Mr. Embich, second by Mr. Lively to authorize (1) Requisition No. 3 from the dewatering project loan to the dewatering account in the amount of \$23,200.00 and (2) payment from the dewatering account to Sherwood Logan & Associates, Inc. in the amount of \$23,200.00 for the grinder/macerator. Motion carried unanimously.

Dewatering Building and Platform – Application and Certificate for Payment No. 7: At the recommendation of the Township Authority, **MOTION** by Mr. Embich, second by Mr. Lively to authorize payment for Application and Certificate for Payment No. 7 to BlueScope Construction in the amount of \$86,428.80. Motion carried unanimously. Mr. Embich asked how far along the project was and Mr. Yingst indicated the building and platform portion of the project was almost complete, with the delivery of the platform anticipated later in the month.

Public Safety: The Police Statistical Report for September 2019 was reviewed, a copy of which is attached hereto and made a part of these minutes. Chief Dugan reported a “table top” train derailment exercise was conducted the prior month and was extremely well attended by various municipal and non-municipal representatives who would be involved in the response to such an

ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.

WORK DONE FOR SEPTEMBER 2019

- (1) **DOWNTOWN LIGHTS** We repaired 1 street light and 2 uplights.

- (2) **LEAF COLLECTING** We spent the following time collecting leaves:
Cleona was 3 hrs. and 1 ton
Annville was 9 hrs. and 2 tons

- (3) **CROSSWALK LIGHTS** The poles for the downtown pedestrian crossing lights have been delivered; we will be starting to work on them in October.

- (4) **BLACKTOPPING** All black topping will be completed by end of October for the year.

Respectfully submitted,
Les Powell

Annville Township Police Department

MONTHLY REPORT SEPTEMBER 2019

Total Calls by Call Type From: 08/30/2019 - 09/26/2019

<u>Call Type</u>	<u>Total Calls</u>
PARKING ENFORCEMENT	65
TRAFFIC ENFORCEMENT - CITATION	55
AMBULANCE CALL	45
TRAFFIC ENFORCEMENT - WARNING	38
ASSIST OTHER POLICE	18
PARKING COMPLAINT	10
BACKGROUND INVESTIGATION	8
SUSPICIOUS ACTIVITY	8
BIKE PATROL - POLICE	7
CHECK ON WELL BEING	7
DRIVING COMPLAINT	7
ALARMS	6
CRIMINAL MISCHIEF	6
MISCELLANEOUS	6
NOISE COMPLAINT	6
ACCIDENT, NON-REPORTABLE	5
ACCIDENT, REPORTABLE	5
ADMINISTRATIVE FINGERPRINTING	5
LOST & FOUND	5
POLICE INFORMATION	5
UNDERAGE DRINKING	5
MENTAL HEALTH	4
ROAD CLOSURE / DETOUR / SIDEWALK /CONSTRUCTION	4
ACCIDENT, HIT & RUN	3
ANIMAL COMPLAINT	3
CIVIL MATTER	3
DOMESTIC DISPUTE	3
TRAFFIC HAZARD	3
911 HANGUP	2
ASSEMBLY/DEMONSTRATION	2
ASSIST MOTORIST	2
DOG COMPLAINT	2
FIRE CALL	2
LOST OR MISSING ITEM	2
NEIGHBORHOOD DISPUTE	2
PHONE SCAM	2
SUSPICIOUS PERSON	2
SUSPICIOUS VEHICLE	2
TRAFFIC COMPLAINT	2
TRAFFIC CONTROL - OTHER	2
WARRANT	2
ABANDONED VEHICLE	1
ASSIST OTHER AGENCY	1
BURNING - COMPLAINT	1
COMMUNITY EVENT	1

COMMUNITY RELATIONS	1
DOG - MISSING / LOST	1
DRUG VIOLATION	1
DUMPING COMPLAINT	1
DUMPSTER	1
EXTRA PATROL REQUEST	1
FALSE FIRE ALARM	1
FALSE ID INVESTIGATIONS	1
FRAUD	1
HARASSMENT	1
MISSING PERSON	1
NOISE WARNING ISSUED	1
PARKING- GENERAL INFO	1
PUBLIC DRUNKENNESS	1
RECOVERED PROPERTY	1
SKATEBOARDING - ORDINANCE	1
THEFT - DECEPTION	1
THEFT - RETAIL	1
THEFT - UNLAWFUL TAKING	1
TRESPASS LETTERS	1
UNATTENDED DEATH	1
VEHICLE COMPLAINT	1

Total Calls: 397



ANNVILLE TOWNSHIP POLICE
MONTHLY REPORT
SEPTEMBER 2019



• CALLS FOR SERVICE	397	
• ORDINANCE VIOLATIONS		
1. PARKING	10	
2. DOG	2	
3. NOISE	6	
4. BURNING	1	
5. ANIMAL	3	
6. SKATEBOARDING	1	
7. VEHICLE	1	
• CRIMINAL ARRESTS	01	
○ ADULT	01	
○ JUVENILE		00

ANNVILLE ACCIDENT LOCATIONS

• TOTAL TRAFFIC CITATIONS	55	- 36 North Lancaster Street
• TOTAL TRAFFIC WARNINGS	38	- Main & Manheim Streets
• TOTAL NON-TRAFFIC CITATIONS	01	- N. Railroad & E. Summit Streets
• TOTAL VEHICLE ACCIDENTS	09	- Main & Bachman Streets
○ REPORTABLE	01	- 934 & 422
○ NON-REPORTABLE	05	- 1424 East Main Street
○ HIT & RUN	03	- 400 Block East Main Street
		- Main & King Streets
		- 500 Block West Main Street
• PARKING TICKETS ISSUED	65	

incident. Noting the exercise was very beneficial, he further noted he anticipated there would be additional training opportunities to address incident response in the months ahead.

Property: The following item was addressed:

Town Hall Window Replacement Project: Ms. Zimmerman reported on the status of this project, noting the first floor windows were fully installed and the basement windows were scheduled to be installed before the end of the month. She then noted quotes were sought for window treatments for the replaced first floor windows and the lowest quote was received from Allwein's Carpet One, who was scheduled to install the window treatments in about two weeks. **MOTION** by Ms. Zimmerman, second by Mr. Embich to ratify the Township Administrator's approval of the proposal from Allwein's Carpet One for installation of window treatments for the replaced first floor windows of Town Hall at a cost of \$4,646.51. Motion carried unanimously.

Parks & Recreation: The following items were addressed:

Grant Funding for Streambank Repairs: Mr. Yingst reported that all pertinent grant agreements for the streambank repair project in Quittie Creek Nature Park have been executed with the United States Department of Agriculture-Natural Resources Conservation Service and the Pennsylvania Department of Environmental Protection and all necessary additional documentation submitted to those entities. He further reported the Township Engineer and Township Solicitor assisted with the development of a bid package for this project that was advertised twice the previous month and a mandatory pre-bid meeting was held at the project site on September 27, 2019, with nine potential bidders present. Mr. Yingst concluded by noting that bids were due by 10 AM on October 9, 2019 with bid awarding scheduled for October 15, 2019 at 6 PM.

Handicapped Access to Swingholm Bridge: Mr. Yingst reported that, in response to a concern raised by a resident and in concert with the Quittie Park Committee, the prior week the Public Works Department asphalted the southern approach to Swingholm Bridge to improve access to same for those in wheelchairs.

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

Permits: The Permits Report for September 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 Mr. Embich, second by Mr. Lively to approve the reports of the Standing Committees as presented. Motion carried unanimously.

REPORTS OF SPECIAL COMMITTEES:

Permits Report

Month of September 2019

Plumbing Permits issued	_____	_____
Plumbing Licenses issued	_____	_____
Excavator Licenses issued	_____	_____
Total Curb/Sidewalk Permit Fees Collected		<u>\$25.00</u>
Total Street Cut Permit Fees Collected		<u>\$1,200.00</u>
Total Tapping Fees Collected		_____

Tapping Fees

Building Permits

#23-19	Anthony Ebersole and Jessica Murray	Add to a Structure
#24-19	Chad Ebersole	Other
#25-19	Frederick A. & Debra A. Hess	Change of Use
#26-19	Kenneth Yarnell / Mary Pettice	Erect a new structure
#27-19	Amanda Smith	Fence
#28-19	Weston & Ashley Miller	Erect a new structure
#30-19	Randall & Rachel Diem	Replace a structure
#31-19	Peggy Maddenford	Add to a Structure

Curb/Sidewalk Permits

2019-003	146 W. Main Street	Replace Sidewalk
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Street-Cut Permits

#19-14	52 S. White Oak St. (cut on E. Queen St.)	American Water	Emergency repairs
#19-15	142 N. Moyer Street (2 cuts)	UGI Utilities, Inc.	
#19-16	1450 Cedar Street	UGI Utilities, Inc.	
#19-17	31 S. Lancaster Street (2 cuts)	UGI Utilities, Inc.	

Burn Permit

Executive Sessions: Mr. Yingst reported that no Executive Sessions were held since the September Regular Meeting. An Executive Session was requested to be held prior to the adjournment of the evening's meeting to discuss sensitive public safety matters and potential litigation.

Planning Commission: Ms. Zimmerman reported the Planning Commission (PC) meeting for September was cancelled but it was planning to meet on October 14, 2019 to review those individuals who submitted letters of interest to be appointed to the PC due to the recent resignations of members David Ober and Tanya Richter. She also noted the Zoning Hearing Board would be meeting at 7 PM on October 3, 2019 to hear a special exception request from Lebanon Valley College to combine its properties at 130-132 North College Avenue and change the existing two family attached dwelling there into a 16 student dormitory building. The following item was then addressed:

Appointment of Zoning Hearing Board Solicitor: At the request of the Zoning Hearing Board Chairperson, **MOTION** by Ms. Zimmerman, second by Mr. Lively to appoint James Robinson, Esq. of Salzmans Hughes, PC to serve as the Zoning Hearing Board Solicitor for its October 3, 2019 hearing and to authorize the execution of any necessary documentation with Salzmans Hughes for these services by the appropriate Township officials. Motion carried unanimously.

Economic Development: It was noted the draft minutes from the September 20, 2019 meeting of the Economic Development Authority (EDA) had been distributed to the Board of Commissioners. It was also noted the EDA held its final meeting on that date, formalizing the sale of the Annville Center Lot to the Township for \$1 and authorizing the dissolution of the EDA. The following items were then addressed:

Certificate of Authority to Dissolve the EDA: At the recommendation of the EDA, **MOTION** by Mr. Embich, second by Mr. Lively to approve the Certificate of Authority to dissolve the EDA and return it to the EDA for filing with the costs to be borne by the EDA. Motion carried unanimously.

Approval of EDA Final Meeting Minutes: Noting the concurrence of members of the EDA and the authority it granted the Board of Commissioners to do so, **MOTION** by Mr. Lively, second by Ms. Zimmerman to approve the minutes of the September 20, 2019 meeting of the EDA, its final meeting, as presented. Motion carried unanimously.

HARB: Mr. Embich reviewed the HARB Report for September 2019, a copy of which is attached hereto and made a part of these minutes. The following was then addressed:

Vinyl Applied Window Signage at 513 West Main Street, Awning Sign Revision at 103 West Main Street, and Replacement of Windows at 221-223 East Main Street: At the recommendation of HARB, **MOTION** by Mr. Embich, second by Ms. Zimmerman to issue Certificates of Appropriateness for (1) vinyl applied window signage for the House of Hair at 513 West Main Street, (2) revising the awning sign for Ted's Bar and Grill at 103 West Main Street, and (3) replacement of windows at 221-223 East Main Street. Motion carried unanimously.

T. Embich reports: 10-01-2019 BOC

Thomas Embich

Agenda Items: VI – D, F & G

Date: October 01, 2019 for Meeting of October 01, 2019

Item VI-D HISTORIC ARCHITECTURAL REVIEW BOARD

1. The September 16th meeting reviewed two applications and had additional discussion with the Annville Free Library Board regarding properties on Main Street.

Property at 13 East Main (House of Hair) is moving to 513 West Main; application was to eliminate the vinyl window sign at 13 East Main and install a similar vinyl window sign at 513 West Main.

Property at 103 West Main Street (Ted's Bar and Grill); application was to change approved awning signing reading "Ted's Annville Grille" to "Ted's Bar and Grill"

Property at 221 East Main (Union Hose Co., McKenna apartment part of the building) requested approval to replace 4 windows that are deteriorated and temporarily patched with Plexiglas inserts with new Pella windows of similar style to the original windows.

ACTION: Recommend issuance of Certificate of Appropriateness for 513 West Main for (Heather's) House of Hair and for 221 East Main for replacement windows in "McKenna" apartment, and 103 West Main for "Ted's Bar & Grill"

Item VI-F MS4 & Stormwater management

1. The September 17th, 2019 meeting for the Lebanon County Stormwater Consortium addressed approval of \$12,449.25 of bills; setting percentage contributions over the next 3 years for members of the \$5 million project costs; and a review of grant updates and project proposals.
The 2020 Action Plan will be distributed with edits per SESI.
2. Next LCSC meeting is slated for October 15 at 1220 Mifflin St, Lebanon at 10AM.
3. Next LCCWA meeting is October 22, 2019, 10AM at North Lebanon Township Offices.

ACTION: None requested.

ITEM VI-G GLRA (GREATER LEBANON REFUSE AUTHORITY)

1. All minutes and reports are available at <http://www.golra.org/DocumentCenter/Home/View/>.
Next GLRA meeting on October 2, 2019 to be attended by Commissioner Embich.
2. The new Executive Director Robert Garner, Jr. was introduced and attendees had opportunity to talk with him at the "picnic". His start date is October 14, 2019; Mr. Taylor will officially retire in August 2020, with consulting duties to cover a transition period.

ACTION: None

Wage & Salary: Nothing to report this month.

Municipal Separate Storm Sewer System (MS4): Mr. Embich reviewed the MS4 Report for September 2019, a copy of which is attached hereto and made a part of these minutes. Per a question from Mr. Rudd, Mr. Embich clarified that the Township's storm sewer system is separate from its sanitary sewer system.

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

Fire Department: The Board noted the receipt of the September 2019 Fire Chief's Report and Monthly Statistical Report for the Union Hose Company (UHC) and Mr. Lively reviewed both in detail, highlighting several aspects of both reports. He also noted the next Executive Committee meeting of the Annville and Cleona Fire Departments was scheduled for the middle of the month at the Cleona Fire Station.

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

OLD BUSINESS:

Emergency Medical Services (EMS): Mr. Yingst reported that a final draft of an agreement for EMS services had been received from Life Lion EMS earlier that day for the Township's review. He further reported that Life Lion was targeting November 1, 2019 as the date to begin covering the Township from the UHC station, as it is able, with a full implementation of EMS services as proposed beginning in January 2020. Mr. Yingst also noted there had been a positive meeting the prior month between representatives of Life Lion and the UHC to evaluate the station and ensure it would be ready to house the Life Lion ambulance. He concluded by reporting the imminent departure of First Aid and Safety Patrol (FASP) EMS from the UHC station, but that FASP would remain longer if the Township paid for its rent at the UHC. No action was taken on this matter.

Disbursement of Fire Escrow Account: Mr. Yingst reported the garage at 317 West Main Street that was damaged by fire in Spring 2018 has been repaired and inspected by the Property Maintenance Code Enforcement Officer, who determined it to be in compliance. As such, the insurance proceeds being held in escrow by the Township were released to the property owner and the bank account at Fulton Bank that held these escrow funds has been closed. **MOTION** by Mr. Embich, second by Ms. Zimmerman to ratify the closure of the fire escrow account pertaining to 317 West Main Street. Motion carried unanimously.

Automated Red Light Enforcement (ARLE) Grant Pedestrian Improvements: Mr. Yingst and Chief Dugan reported that the lights and controls for this project had been received, and that they were still waiting on word from the Pennsylvania Department of Transportation regarding the permitting for the placement of the flashing pedestrian signs and approach signs near the elementary school. At the request of Mr. Lively, Mr. Yingst briefly described the purpose of the project for the benefit of those in attendance.

NEW BUSINESS:

Acceptance of Pension Study Report and 2019-2022 Collective Bargaining Agreement with the Annville Township Police Officers Association (ATPOA): MOTION by Mr. Lively, second by President Moore to (1) accept the pension study report pertaining to the impact of police officers not contributing to the police pension plan and (2) accept the collective bargaining agreement as presented as an accurate representation of the agreement with the ATPOA for 2019 through 2022 based upon the Act 111 interest arbitration award dated June 28, 2019 and to authorize its execution by the appropriate Township officials. Motion carried unanimously.

Resolution No. 20191001-1 – Police Pension Plan Contributions: Mr. Yingst informed the Board that Pennsylvania Act 30 of 2002, concerning police pension plans, requires municipalities to take formal action annually if police officers are not required to contribute to the pension plan. MOTION by Mr. Lively, second by Mr. Embich to adopt Resolution No. 20191001-1 stating that the members of the Annville Township Police Department are not required to contribute to the Annville Township Police Pension Plan for the year 2019. Motion carried unanimously and a copy of this resolution is attached hereto and made a part of these minutes. Mr. Embich asked if this action needed to be taken in each pertinent year and Mr. Yingst confirmed this.

Establishment of Fire Escrow Account: Mr. Yingst reported a fire loss insurance proceeds escrow check was anticipated to be received shortly pertaining to the recent fire at the property at 202 West Main Street. It was noted that, in accordance with the Annville Township Code of Ordinances and applicable state laws, upon receipt of this check the Township Treasurer would notify the property owner the check was received and a bank account would be established at Fulton Bank for these escrow funds until the restoration work on the property has been completed. MOTION by Mr. Embich, second by President Moore to authorize (1) the establishment of a fire escrow account pertaining to 202 West Main Street and (2) the Township Treasurer and either the Township Secretary or Assistant Township Secretary as signatories for that account. Motion carried unanimously.

CORRESPONDENCE: The Board was informed of the following item of correspondence received since its September Regular Meeting:

January 14, 2020 Special Election: Mr. Yingst reported he was contacted by the Lebanon County Bureau of Elections regarding the January 14, 2020 Special Election and the Commissioners' Meeting Room was reserved as a polling place for that date.

PAY BILLS: MOTION by Mr. Lively, second by Ms. Zimmerman 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 7:46 PM. The Regular Meeting was reconvened at 9:02 PM with the four Commissioners, Mr. Yingst, and Mr. Lamoureux present.

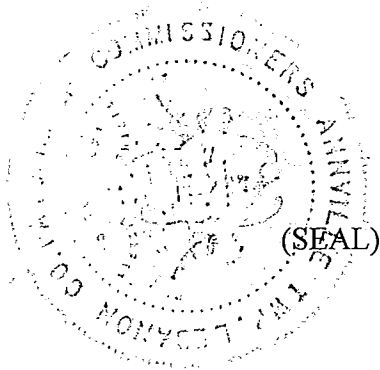
RESOLUTION NO. 20191001-1

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
ANNVILLE TOWNSHIP, LEBANON COUNTY, PENNSYLVANIA,
NOT REQUIRING CONTRIBUTIONS
TO THE ANNVILLE TOWNSHIP POLICE PENSION PLAN
FROM THE MEMBERS OF THE ANNVILLE TOWNSHIP POLICE DEPARTMENT
FOR THE YEAR 2019

WHEREAS, the latest actuarial valuation of the Annville Township Police Pension Plan (the "Plan") indicated that the Plan was adequately funded.

NOW, THEREFORE, BE IT RESOLVED by the Annville Township Board of Commissioners that the members of the Annville Township Police Department are not required to contribute to the Annville Township Police Pension Plan for the year 2019.

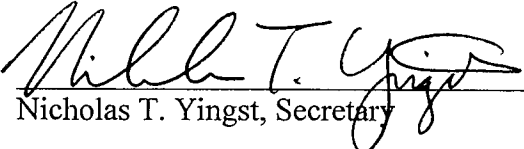
ADOPTED this first day of October, 2019.



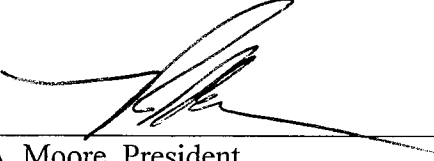
President, Annville Township
Board of Commissioners

Attest: Michelle T. Y. G.
Township Secretary

ADJOURNMENT: There being no further business to come before the Board, **MOTION** by Ms. Zimmerman, second by Mr. Embich to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 9:03 PM.



Nicholas T. Yingst, Secretary



Rex A. Moore, President