

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
December 6, 2022**

The Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on December 6, 2022 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; Nevin R. Hoover; and Anthony C. Perrotto. Also in attendance were Michael Gossert, Acting Township Administrator and Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor;

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.

**APPROVAL OF AGENDA: MOTION** by Mr. Lively, second by Mr. Perrotto to approve the agenda with the addition of adding Police Consolidation Committee Appointment Resolution and discussion regarding possible funding of stair reconstruction in the park:

Motion carried unanimously.

**RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:**  
President Moore provided an opportunity for public comment and *the following comments/no comments* were noted *from those in attendance*:

**APPROVAL OF MINUTES:**

**November 1 2022, Regular Meeting:** MOTION by Mr. Lively, second by Mr. Perrotto to approve the minutes of the Regular Meeting held November 1, 2022, as presented. Motion carried unanimously.

**REPORTS OF STANDING COMMITTEES:**

**Public Works:** The Public Works Report for November 2022 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following items were discussed:  
Motion Mr. Moore and seconded by Mr. Lively to approve the donating of sick leave among the employees. Motion carried unanimously.

**Public Safety:** The Police Statistical Report for November 2022 was reviewed, which included information on calls responded to in South Annville Township over the past month. A copy is attached hereto and made a part of these minutes.

Motion by Mr. Perrotto and seconded by Mr. Lively to approve Resolution 20221206-3. Motion carried unanimously.



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**Property:** The following item(s) *was/were* addressed:

Town Hall Improvements Project: Mr. Gossert noted that the Town Hall AC replacement was delayed due to weather. It is expected that December 12 the replacement will now occur.

**Parks & Recreation:**

Mr. Perrotto reported that the Parks and Rec committee met and discussed the stair replacement project in the park. Mr. Perrotto stated that the Committee was seeking \$250 from the Township for railroad ties as well as assistance provide the funding and assistance from the Public Works Department from the Public Works Department.

Motion to approve by Mr. Embich and Seconded by Mr. Lively. Motion carried unanimously.

**Finance:** Mr. Embich reviewed the Finance Report for November 2022, highlighting the total income and expenses through the 11th month of the year. A copy of the report is attached hereto and made a part of these minutes.

**Permits:** The Permits Report for November 2022 was reviewed, a copy of which is attached hereto and made a part of these minutes.

**Annville Activities:** The following item(s) *was/were* addressed:

**MOTION** by Mr. Moore, second by Mr. Lively to approve the reports of the Standing Committees as presented. Motion carried unanimously.

**REPORTS OF SPECIAL COMMITTEES:**

**Executive Sessions:** There was a short Executive Session after the meeting to discuss personnel.

**Planning Commission:** Mr. Perrotto reported the November 14th, 2022, Planning Commission meeting had been cancelled due to a lack of business.

**Historic Architectural Review Board (HARB):** Mr. Embich reviewed the HARB Report for November 2022, a copy of which is attached hereto and made a part of these minutes. The following item was then addressed:

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

**Municipal Separate Storm Sewer System (MS4):** Mr. Embich reviewed the MS4 Report for November 2022, a copy of which is attached hereto and made a part of these minutes. The following item(s) *was/were* then addressed:



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**Greater Lebanon Refuse Authority (GLRA):** Mr. Embich reviewed the GLRA Report for November 2022, a copy of which is attached hereto and made a part of these minutes.

**Fire Department:** Mr. Lively reviewed the November 2022 Fire Chief's Report and Monthly Statistical Report for the Union Hose Company (UHC). The following item(s) *was/were* then addressed:

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

**OLD BUSINESS:**

**Revisions to Wireless Facilities Regulations:** Wireless Facilities Ordinance was presented to the Commissioners and the Solicitor asked for authorization to Advertise the Ordinance.

Solicitor advised that there was nothing to report.

Authorize approval of the Wireless Facilities Ordinance upon review by the solicitor:

No Action currently.

**Adopt Ordinance #683– 2023 Tax Levy and Appropriations:** Mr. Gossert reported the proposed 2023 Tax Levy and Appropriations Ordinance has been properly advertised and the draft appropriations and tax levy have been placed in the Town Hall for review and inspection.

**MOTION** by Mr. Moore, second by Mr. Lively to Approve Ordinance #683 the 2023 Tax Levy and Appropriations Ordinance. Motion carried unanimously.

**NEW BUSINESS:**

Motion to adopt the 2023 HMGP Lease Renewals.

**MOTION** by Mr. Moore, second by Mr. Lively to approve the 2023 HMGP Lease Renewals Motion carried unanimously.

Consideration to approve the Updated Amendment to the Intergovernmental Cooperation Agreement for MS4 Consortium



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**MOTION** by Mr. Embich, second by Mr. Lively to approve the Updated Amendment to the Intergovernmental Cooperation Agreement for MS4 Consortium

Resolution 20221206-1 for Second Amendment to the Intergovernmental Cooperation Agreement.

**MOTION** by Mr. Embich, second by Mr. Mr. Lively to approve Resolution 20221206-1 for Second Amendment to the Intergovernmental Cooperation Agreement. Motion carried unanimously.

Consideration of RJ Hall Fee Increase for Uniformed and Nonuniformed Pension Plans:

This was informational only. No action required. However: **MOTION** was made by Mr. Lively and seconded by Mr. Perrotto to authorize advertisement for Pension Plan Advisor. Motion carried unanimously.

Consideration of Letter Of Credit Release for LVC Pedestrian Bridge over Norfolk Southern in the amount of \$104,764.00 as approved by reviewing engineer.

Motion by Mr. Lively and seconded by Mr. Perrotto to Approve Letter Of Credit Release for LVC Pedestrian Bridge over Norfolk Southern in the amount of \$104,764.00 as approved by reviewing engineer. There was no discussion and the motion passed unanimously.

Consideration to Authorize Advertisement for Township Administrator:

**MOTION** by Mr. Lively, second by Mr. Perrotto to Authorize Advertisement for Township Administrator after discussions with Celona Borough in regard to sharing Administrator/Manager duties. Motion carried unanimously.

**Engineering Discussion:** Discussion about proposals received. It was determined that SESI and Rettew would be interviewed. Township Administrator was to coordinate dates and set the interviews up.

Consideration to approve CM High Traffic Signal Maintenance Contract Renewal

**MOTION** by Mr. Moore, second by Mr. Hoover to approve the CM High Traffic Signal Maintenance Renewal Motion carried unanimously.

Discussion regarding Patrol Officer Badge #53 Grievance.

**MOTION** by Mr. Hoover, second by Mr. Moore to deny Patrol Officer Badge #53 Grievance. Motion carried unanimously.



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**CORRESPONDENCE:** The Board was informed of the following item(s) of correspondence received since its November 2022 Regular Meeting:

There was no correspondence.

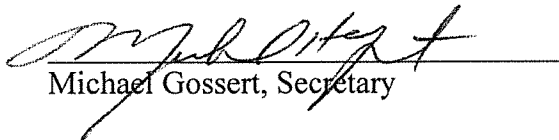
Discussion did occur regarding Code Enforcement, Developing Memorandum of Understanding (MOU) with Celona Borough and 1324 East Main Street property.


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

Motion by Mr. Moore and seconded by Mr. Hoover to recess into Executive session at 8:04. Motion carried unanimously.

**ADJOURNMENT:** There being no further business to come before the Board,

**MOTION** by Mr. Embich, second by Mr. Perrotto to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 8:15 PM.

  
Michael Gossert, Secretary

  
Rex A. Moore, President

