

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
MAY 7, 2024**

MEETING MINUTES – MAY 7, 2024, BOC MEETING

The Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on May 7, 2024, in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Rex Moore, President; Henri Lively, Vice-President; Thomas R. Embich, Treasurer; Nevin Hoover; and Anthony C. Perrotto. Also in attendance were Kelly Shoff-Kulp, Assistant Secretary; William Stickler, Chief of Police; Les Powell, Public Works Director and Megan Ryland Tanner, Esq., Township Solicitor.

Also in attendance were Bob Rausch, Jess Benninger, Dustin Ferrillo, Dean Wolfe, Jennifer Boyer, Nick Santamere and Dustin Sider, Annville-Cleona Fire Department.

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. Perrotto, seconded by Mr. Hoover to approve the agenda. The motion carried unanimously.

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:
President Moore provided an opportunity for public comment.

- Mr. Rausch spoke about a property line concern specific to shrubs that are hanging over his sidewalk in the back yard at his property. He indicated that there is a stormwater runoff issue with a neighboring property caused by a change in location of downspouts. The Code Enforcement Officer has engaged with Mr. Rausch relative to his concerns and will continue to work on tabled issues as the existing Ordinance will allow.

APPROVAL OF MINUTES:

April 2, 2024, Regular Meeting: MOTION by Mr. Lively, second by Mr. Perrotto to approve the minutes of the Regular Meeting held April 2nd, 2024. The motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

Public Works: The Public Works Report for April was reviewed.

- 1. Request for approval to accept ADA Curb Ramp Bids – BMK Construction bid \$72,800.**

Motion by Mr. Embich, second by Mr. Moore to approve the ADA Curb Ramp Bid of \$72,800. The motion carried unanimously.

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
MAY 7, 2024**

Public Safety: The Police report was reviewed.

Property:

- Phase I of the Town Hall renovation project is essentially complete, with the refinishing of flooring in the Police Substation being the only outstanding task.
- Phase II will entail updates to the space currently occupied by the Police. This space will be updated and utilized as the new meeting and voting space for Annville Township. ADA bathrooms will also be installed as part of this project.
- Phase III is the final phase of internal renovations and is planned to include a new ADA ramp and entrance doors, staff restroom, lunch area and an office on the North side of the building.

Parks & Recreation: Commissioner Perrotto reported the following on the topic of events and activities:

- Day of Caring Cleanup event at the park on 4/20 was held to a positive outcome. Annville Public Works assisted in the effort by hauling a substantial amount of stone to line the park trails.
- Limekiln signage has been created and is ready to be posted in the park.

Wage and Salary: Nothing to Report

Finance: The financial reports for the month of April were provided and reviewed.

Zoning Officers Report: The Zoning Officer's report was reviewed by Mr. Lively noting that an additional 14 permits have been granted in April.

At total of 14 zoning, code and/or property maintenance enforcement notices were sent in the month of April.

Year to date Zoning (\$5650.00) and Drop-Off Center fees (\$25,260.00) were reviewed.

Annville Activities:

1. Approval of Resolution 20240507-1 for the Banner over Route 422 for St. Paul's Bazaar

MOTION by Mr. Perrotto, second by Mr. Embich, to approve Resolution 20240507-1.
The motion carried unanimously.

MOTION by Mr. Lively, second by Mr. Hoover, to approve the reports of the Standing Committees as presented. The motion carried unanimously.

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
MAY 7, 2024**

REPORTS OF SPECIAL COMMITTEES:

Fire Company: Dustin Sider reported a very busy month for the A-C Fire Department in April.

The Fire Company applied for grants for additional tools/equipment.

Mr. Lively expressed his appreciation for the effort of those who assisted with the South Annville Silo collapse.

Life Lion Report: No report to review this month.

MOTION by Mr. Perrotto, second by Mr. Embich, to approve the reports of the Special Committees as presented. The motion carried unanimously.

OLD BUSINESS: Nothing to report this month.

NEW BUSINESS:

1. **Approval to rescind Stormwater Violation for Woodside Court and Invoice to Woodside Court.**

MOTION by Mr. Hoover, second by Mr. Lively to rescind the Stormwater Violation and Invoice for Woodside Court. The motion carried unanimously.

2. **Approval to allow Fire Police to aid the City of Lebanon.**

MOTION by Mr. Lively, second by Mr. Perrotto to approve Fire Police aid to the City of Lebanon as requested. The motion carried unanimously.

3. **Approval to release LVC Letter of Credit for Nursing School driveway for \$4,466.00**

MOTION by Mr. Embich, second by Mr. Moore to approve release of \$4466.00 against the current LVC letter of credit. The motion carried unanimously.

4. **Approve agreement for Crossing Guard Services.**

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
MAY 7, 2024**

MOTION by Mr. Lively, second by Mr. Embich to approve the agreement for crossing guard services pending verification of appropriate certification by the Chief of Police. The motion carried unanimously.

5. Approval for the Rotunda to serve beer at Old Annville Days.

MOTION by Mr. Moore, second by Mr. Perrotto to approve The motion carried with a four to one vote, Mr. Embich cast the nay vote.

6. Approval to close off Cumberland St on Saturday, July 20, 2024 for block party.

MOTION by Mr. Lively, second by Mr. Hoover to accept the road closure as requested. The motion carried unanimously.

7. Approval of Traffic Signal Maintenance Agreement Addendum for C.M. High.

MOTION by Mr. Moore, second by Mr. Hoover. The motion carried unanimously.

8. Approval for Tree Maintenance to Ash Tree near Jim Scott.

MOTION declined in a four to one vote. Mr. Lively cast the only approval vote.

9. Approval for 90 day time extension for the Development Plan for 475 North Weaber Street Project.

MOTION by Mr. Perrotto, second by Mr. Lively to approve the 90 day plan extension.

10. Approval for Fire Police Assistance at the LVC Graduation of May 11, 2024.

MOTION by Mr. Lively, second by Mr. Moore. The motion carried unanimously.


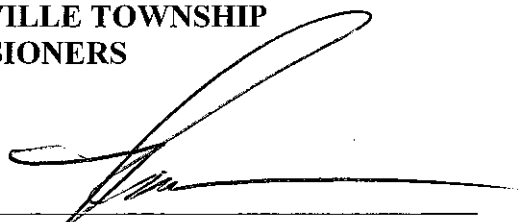
CORRESPONDENCE: Nothing to report this month.

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

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

MOTION by Mr. Embich, second by Mr. Moore to adjourn the Regular Meeting. The motion carried unanimously, and the meeting was adjourned at 7:45 PM.

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Candie L. Johnson, Secretary
Rex Moore, President