

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
FEBRUARY 6, 2024**

MEETING MINUTES – FEBRUARY 6, 2024, BOC MEETING

The Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on February 6, 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 Candie L. Johnson, Township Administrator and Secretary to the Board of Commissioners; William Stickler, Chief of Police; Les Powell, Public Works Director; Corey Lamoureux Esq., Township Solicitor.

Also, in attendance was Jen Boyer, Nick Santamore, Jess Benninger, Dustin Sider, Mary Woolson, Melanie Chapter, Dustin Ferrillo, John Pellow, Bryan Burns, and Karen Mailen.

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

President Moore continued the meeting.

**APPROVAL OF AGENDA: MOTION** by Mr. Lively, seconded by Mr. Perrotto to approve the agenda as presented, carried unanimously.

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

Melanie Chapter addressed the Board on the Celebrate Annville events in March and April, to include a Bunny Hop, Annville Goes Green, and indicating that they will be sending out surveys to businesses for input.

John Pellow (Woodside Court) addressed the Board on not receiving answer to his questions. Solicitor Lamoureux explained that we are setting up a meeting with the Management Company for the HOA and Township Officials.

**APPROVAL OF MINUTES:**

**January 2, 2024, Regular Meeting: MOTION** by Mr. Perrotto, second by Mr. Hoover approve the minutes of the Regular Meeting held January 2nd, 2024. Motion carried unanimously.

**REPORTS OF STANDING COMMITTEES:**

**Public Works:** The Public Works Report for January was reviewed.

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**Public Safety:**

Chief of Police Stickler presented the Accreditation Plaque to the Board. Chief Sticker reported on the 5K race for Max that will be on the northwest side of the Township.

**Motion** by Mr. Lively, second by Mr. Hoover to approve a one-time payment of \$750.00 to Cleona Borough on for Officer Shaeffer's employment. Motion carried 4-1, with Commissioner Perrotto voting nay.

**Property:** Commissioner Hoover reviewed the Police Substation Project and presented the Costars quote for the project.

**MOTION** by Mr. Hoover, second by Mr. Perrotto to approve the Costars quote for \$16,238.00 for the new police substation in Town Hall. Motion carried unanimously.

Commissioner Hoover and Administrator Johnson reported that they have met with the architect to review the final improvements to Town Hall.

**Parks & Recreation:** Commissioner Perrotto reported:

He thanked the Public Works department for removing a fallen tree in the park. The Bridge signs will be replaced in the park. Mrs. Woolson reported that there will be a mustard/garlic event in the park on April 20<sup>th</sup>, 2024.

**Finance:** Mr. Embich reviewed the Finance Report for January 2024, highlighting the total income and expenses.

**Zoning Officers Report:** Zoning Officer Johnson reviewed her report with the Board.

**Annvile Activities:** No report.

**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:**

**Fire Company:** Dustin Sider reported that the asset transfer for the wagon has been completed, and that the new patches are coming soon. Discussion was held regarding selling fire department merchandise with the new logo for Township residents.

**Life Lion Report:** Report was reviewed.

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

**OLD BUSINESS:** Nothing to report this month.

**NEW BUSINESS:**

- 1. Approval the 2024 Regulations and Schedule for the use of the dumpsters at the Drop-Off Center.**

**MOTION** by Mr. Moore, second by Mr. Lively to approve the 2024 Regulations and Schedule for the Drop Off Center. Motion carried unanimously.

- 2. Approval to prepare and advertise for Omnibus Ordinance 2024 regarding parking fines, prohibited parking areas, and Ulrich Street Parking update.**

**MOTION** by Mr. Lively, second by Mr. Perrotto to approve the preparation and advertising of the 2024 Omnibus Ordinance. Motion carried unanimously.

- 3. Request to donate large wooden table to the Lebanon County Community Theatre per Hugh Rooney.**

The Board asked Ms. Johnson to reach out to the Theatre to see if they would be okay with us loaning them the table.

- 4. Approval to prepare and advertise updates to our Rental License Ordinance amended to include the disruptive conduct language.**

**MOTION** by Mr. Lively, second by Mr. Moore to approve the preparation and advertising updates to our Rental License Ordinance to include the disruptive conduct language. Motion carried unanimously.

- 5. Approval the DCED grant application thru Annville Township for Library Improvements.**

**MOTION** by Mr. Perrotto, second by Mr. Embich to add this agenda item to the February 2024 meeting agenda and to approve the Cooperation Agreement between the Township and the Library to allow the library to apply for grant funds through the Commonwealth of Pennsylvania. Motion carried unanimously.

**CORRESPONDENCE:**

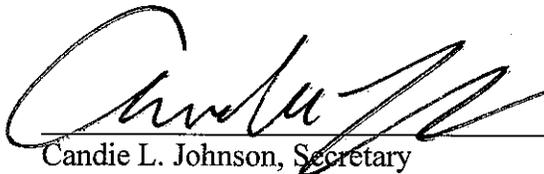
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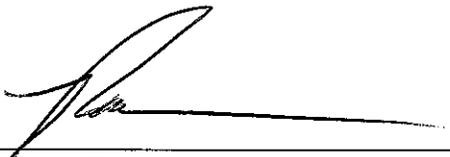
1. Ms. Johnson read a thank you card from Representative Diamond on attending the Coffee and Conversation Meeting.
2. The draft Town Crier was distributed to the Board.
3. Working on new Website for the Township.

**PAY BILLS: MOTION** by Mr. Embich 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.

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

**MOTION** by Mr. Lively, second by Mr. Hoover to adjourn the Regular Meeting. Motion carried unanimously, and the meeting was adjourned at 8:08 PM.

  
Candie L. Johnson, Secretary

  
Rex Moore, President