

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
APRIL 2, 2024**

MEETING MINUTES – APRIL 2, 2024, BOC MEETING

The Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on April 2, 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, PublicWorks Director; Kelly Shoff-Kulp, Assistant Secretary; Corey Lamoureux Esq., Township Solicitor.

Also in attendance were Phil Snavelly, Jess Benninger, Dustin Ferrillo, Dean Wolfe, Jennifer Boyer, Nick Santamere, Matt Woolson and Mary Woolson.

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, seconded by Mr. Hoover to approve the agenda with the addition to New Business for General Release and Covenant for Matt Woolson to remove downed trees in Quittie Park along the public walking trail. The motion carried unanimously.

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

- Mr. Woolson indicated that he submitted a liability waiver to the Township in support of his endeavor to remove trees that had fallen across the public walking trail in Quittie Park.
- Mr. Woolson indicated that the Celebrate! Annville committee is considering a future parade in Annville, however, no specifics regarding timing or theme are known at this time.
- Mr. Woolson submitted a request to have a cross walk painted on the roadway at the intersection of Ziegler St and 422. Cut outs for cross walk entry exist, so the request is specific to painting the crosswalk across Rte 422 at this location.

APPROVAL OF MINUTES:

March 5, 2024, Regular Meeting: MOTION by Mr. Lively, second by Mr. Hoover to approve the minutes of the Regular Meeting held March 5th, 2024. The motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

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

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
APRIL 2, 2024**

1. Request was made to purchase a 2024 F-350 4x4 Sd Regular Cab. The Sewer Authority approved the payment of half of the purchase price from their funds.

Motion by Mr. Lively, second by Mr. Moore to approve the purchase of the F-350 truck for Public Works from General Funds. The motion carried unanimously.

Public Safety: The Public Safety report was reviewed. Chief Stickler requested consideration and approval of an amendment to the Regional Police Agreement for pension funding to be at 95% for any new entities that join the Western Lebanon County Regional Police Department from this point forward. The requirement will be for each new entity to be 100% pension funded within three years.

Motion by Mr. Moore, second by Mr. Hoover, to approve the Regional Police pension funding amendment. The motion carried unanimously.

Property: The Police Substation Project is currently in the process of being finalized. Palmyra Borough is aware of the status of the Substation Project.

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

- Walks in the park with Kathy Moe who will point out wild flowers (starting 4/2)
- "Green" storytimes at the Annville Free Library with Miss Cindy starting 4/2
- A talk by Michael Schroeder about the Quittapahilla Watershed Association on 4/9 at the Annville Free Library
- Day of Caring Cleanup event at the park on 4/20
- Street cleanup in Annville on 4/27
- Limekiln signage has been designed and will be created for use in the park.

Wage and Salary: A request was made by Chief Stickler to increase the Salary of Michele Enterline, Police Department Secretary.

Motion by Mr. Perrotto, second by Mr. Embich to approve the salary increase for Michele Enterline.

Finance: The financial reports for the month of March were provided. Candie Johnson noted that monies were identified that could be moved to a different account to earn a better interest rate on those funds.

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
APRIL 2, 2024**

Zoning Officers Report: Zoning Officer Johnson reviewed the report noting that there have been 17 permits granted in the first quarter of 2024.

Annville Activities: No report.

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

REPORTS OF SPECIAL COMMITTEES:

Fire Company: Phil Snavely reported on an electrical fire that occurred in Annville that was able to be quickly addressed since the homeowner identified it in a timely manner.

The Fire Company applied for a grant for external defibrillators for their trucks.

To dispel possible belief otherwise, Chief Snavely clarified that A-C Fire Department emergency fire protection and support services are provided to all neighborhoods.

Life Lion Report: No report to review.

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

OLD BUSINESS: Nothing to report this month.

NEW BUSINESS:

- 1. Approve recommendation from HARB Board for the LVC Project at 209 E Main St.**

MOTION by Mr. Perrotto, second by Mr. Embich to approve the HARB Board recommendation for the LVC Project at 209 E Main St. The motion carried unanimously.

- 2. Approve Ordinance 689 for the adoption of the 2018 International Property Maintenance Code and Township Manager as the Property Maintenance Enforcement Officer.**

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
APRIL 2, 2024**

MOTION by Mr. Hoover, second by Mr. Lively to approve the adoption of the 2018 IPMC and Township Manager as the Property Maintenance Enforcement Officer. The motion carried unanimously.

3. Approval of Resolution 20240402- Annville Township Fee Schedule.

Motion by Mr. Lively, second by Mr. Moore to approve Resolution 20240402. The motion carried unanimously.

4. Accept Resignation of BCI Code Compliance.

MOTION by Mr. Lively, second by Mr. Perrotto to accept resignation of BCI as the Code Compliance Officer. The motion carried unanimously.

5. Approval for Commonwealth Code Inspection to do Property Maintenance Building Code Inspection.

MOTION by Mr. Hoover, second by Mr. Perrotto to approve Commonwealth Code as the property maintenance building inspector. The motion carried unanimously.

6. Matt Woolson, resident, requests acceptance of liability waiver to remove downed trees in Quittie Park and to have crosswalk painted on the roadway at the intersection of Ziegler St. and 422.

MOTION by Mr. Perrotto, second by Mr. Embich to accept the liability waiver as submitted and to paint the crosswalk on the roadway at the noted location. The motion carried unanimously.

CORRESPONDENCE: Nothing to report this month.

PAY BILLS: **MOTION** by Mr. Embich, second by Mr. Hoover, 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. Lively, second by Mr. Moore to adjourn the Regular Meeting. The motion carried unanimously, and the meeting was adjourned at 7:47 PM.

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
APRIL 2, 2024**

Rex Moore, President

Candie L. Johnson, Secretary