

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
APRIL 1, 2025**

**MEETING MINUTES – APRIL 1, 2025, BOC MEETING**

The Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 6:00 PM on April 1, 2025, 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; Andrew Winters, Chief of Police; Les Powell, Public Works Director; Megan Ryland-Tanner, Township Solicitor.

Also, in attendance was Jen Boyer, Cindy Painter, Dustin Sider, Dean Wolfe, Dustin Ferrillo, and Scott & Lisa Daubert.

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.

Solicitor Tanner noted that there was an executive session before the meeting and will continue after most business from regular meeting business.

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

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

**APPROVAL OF MINUTES:**

**March 4, 2025, Regular Meeting:** MOTION by Mr. Lively, second by Mr. Hoover approve the minutes of the Regular Meeting held March 4, 2025. Motion carried unanimously.

**REPORTS OF STANDING COMMITTEES:**

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

**1. Approval to accept the 2025 Paving Project Bids.**

MOTION by Mr. Perrotto second by Mr. Lively to approve the bids for Pennsy Supply for the paving project. Motion carried unanimously.

**Public Safety:**

Chief Winter reported that the Regional Police has received their accreditation.

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**Property:** Mr. Hoover reported that Phase 2 renovations are in process.

**Parks & Recreation:** Commissioner Perrotto reported that there was a park meeting on March 23, 2025, discussed was the Day of Caring on April 26<sup>th</sup> and that an engineering service reached out the Committee on practicing in the park with their drones' free of charge.

**Finance:** Ms. Johnson reviewed the Finance Report for March 2025.

**Zoning Permits and Code Enforcement Reports:** Reports were reviewed.

**Annvile Activities:** The report from Celebrate Annville was reviewed. Commissioner Lively reported that he is working with HOAD on Old Annville Days.

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

**REPORTS OF SPECIAL COMMITTEES:**

**Fire Company:** Report was reviewed. Dustin Sider reported that the Fire Company has been doing some driver training and at the end of April they will be holding a mock DUI at the High School.

**Life Lion Report:** No report was available.

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

**OLD BUSINESS:**

Commissioner Embich reviewed the status of the MS4 Consortium.

**NEW BUSINESS:**

- 1. Approval of waivers and Lot Add on Plan for 341 & 351 W. Queen Street.**

**Commissioner Perrotto reviewed the comments from the Planning Commission, and he reviewed the waivers requested.**

**MOTION** by Mr. Lively second by Mr. Hoover to approve waiver request for Section 22-509.7. A – Right of Way. Motion carried four yes and Mr. Moore abstaining.

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**MOTION** by Mr. Lively second by Mr. Perrotto to approve waiver request for Section 22-509.7. B.2 – Cartway. Motion carried four yes and Mr. Moore abstaining.

**MOTION** by Mr. Lively second by Mr. Hoover to approve waiver request for Section 22-510 – Curb. Motion carried four yes and Mr. Moore abstaining.

**MOTION** by Mr. Lively second by Mr. Perrotto to approve waiver request for Section 22-511 – Sidewalk. Motion carried four yes and Mr. Moore abstaining.

**MOTION** by Mr. Hoover second by Mr. Lively to approve waiver request for Section 23-401.2 – Stormwater Management. Motion carried four yes and Mr. Moore abstaining.

**MOTION** by Mr. Lively second by Mr. Embich to conditional approve the lot add on plan for 345 & 351 W. Queen Street. Motion carried four yes and Mr. Moore abstaining.

**2. Approval for Fire Police on Friday, April 18<sup>th</sup> – Annville Cleona Council of Churches.**

**MOTION** by Mr. Lively, second by Mr. Embich to approve fire police on April 18<sup>th</sup>, 2015. Motion carried unanimously.

**3. Approval for Fire Police for Saturday, April 5<sup>th</sup> – Bunny Hop Egg Hunt.**

**MOTION** by Mr. Hoover, second by Mr. Perrotto to approve the fire police on April 5th. Motion carried unanimously.

**4. Approval for delinquent payment letters.**

**MOTION** by Mr. Moore, second by Mr. Embich to approve the delinquent letters. Motion carried unanimously.

**5. Approval for to advertise for administrative assistant – this item was tabled for further discussion in executive session.**

**6. Approval for a letter of support for tourism grant for Old Annville Days.**

**MOTION** by Mr. Lively, second by Mr. Perrotto to approve the support letter. Motion carried unanimously.

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Commission Lively asked the Board if the budgeted amount for Old Annville Days of \$1000.00 could be released.

**MOTION** by Mr. Perrotto, second by Mr. Hoover to release the \$1000.00. Motion carried. unanimously.

**CORRESPONDENCE:**

Ms. Johnson reviewed an invitation from Annville Free Library for their annual meeting and the request from the library on their annual contribution. Ms. Johnson reviewed a letter received from the Washington Band of Annville.

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

The Lebanon Valley Conversancy appeared late and was permitted to present their annual report and a request for donations to the organization.

At 7:18 the Commissioner entered an executive session to discuss personnel issues.

At 7:20 the Commissioner entered back into their regular meeting.

**MOTION** by Mr. Moore, second by Mr. Hoover to advertise for part time office staff member. Motion carried unanimously.

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

**MOTION** by Mr. Perrotto, second by Mr. Lively to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 7:22 PM.

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Rex Moore, President

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Candie L. Johnson, Secretary