

South Annville Township, Lebanon County
Board of Supervisors Meeting
1036 Horseshoe Pike
Lebanon, PA 17042

Minutes 11/09/2022

Dale Hoover, Chairman

Jeanette Henning, Twp. Manager

John Harrell, Vice Chairman

Ben Sutcliffe, Police Department-Chief

Garry Rhine, Supervisor

The meeting was called to order by Supervisor Harrell at 7:00 P.M. Present were Dale Hoover, John Harrell, Garry Rhine, Jeanette Henning, Chief Sutcliffe, Jim Caldwell and Allison Garner of Rettew Engineering, Ed Kreider, Ed Fogelsanger-SAT GLRA Representative, Gordon Sheetz and Stephanie Butler of the SAT Planning Department. And others.

The meeting opened with the Pledge of Allegiance and a moment of silence.

Minutes of October 12, 2022- Motion to approve the minutes of the Board of Supervisors Meeting for October was made by Supervisor Harrell; second by Supervisor Rhine. Motion passed 3-0.

Treasurer's Report-Twp. Manager presented the financial reports for acceptance which included the following: Invoices paid and pending, Revenues received, Treasury report fund totals/ financial report. Motion to accept the Treasurer's Report was made by Supervisor Rhine; second by Supervisor Hoover. Motion passed 3-0.

Citizens/Public Comment- No comments.

Engineer's Report- Jim Caldwell of Rettew Engineering informed Supervisors of the following routine activities for the past month which included: Wynfield Project, Phase I to finalize the Conditional Use. Met with Garman for continued discussion on the Candler Point. Finished up the field work for the Bachman Run Street Dedication. Finished up road work for the 2022 season. Reviewed documents for the DHL Warehouse Project. Mr. Caldwell will give the Board an updated revision on the cost of the Brandt Road Project which includes the purchase of an elliptical pipe. Supervisor Harrell brought attention to the cracking of Louser Road from Mt. Pleasant to #934. Mr. Caldwell will explore and report some solutions to this issue.

Manager's Report- Manager, Jeanette Henning informed and reminded Supervisors of the following: Chad Smith of Steckbeck Engineering asked the Supervisors to approve the revised tangent length as shown on the presented plans for Wynfield - Phase 1A Subdivision & Land Development Plan. For the Candler Point Zoning Ordinance Amendment- The applicant (Garman Builders) is proposing to change the R-2 density and building height requirements in the Open Space portion of the zoning ordinance. In addition, the applicant is requesting the Board's authorization for Township Solicitor, Josele Cleary to prepare a draft amendment for the

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Managers Report-continued- Supervisor's consideration. The 2023 Budget is ready for presentation and advertising in preparation for possible adoption at the December Board meeting. The hiring of an Administrative Assistant will be addressed in an Executive Session to discuss personal matters. Supervisor Hoover informed the public that an Executive Session where two Supervisors attended was conducted on November 3, 2022, to conduct interviews for the Administrative Assistant position, no decisions were made at that time. The Board will return to Regular Session after tonight's Executive Session is finished. The donation request from the Dutchman Education Foundation is ready for a motion. A request from a SAT resident to explore having a traffic study for Louser Road and the intersection at Route #934 intersection. Dr. Christa Antonis, Superintendent of the Annville-Cleona School District gave a presentation on future options to address traffic flow patterns affecting the Annville-Cleona Secondary School. The purchase of two \$1,000,000.00 dollar CDs for a six-month time period with a 3.82% APY from Jonestown Bank and Trust are ready for a motion. The 2023 Organizational Meeting will be held in the Community Building on Tuesday, January 3, 2023, at 7:00 PM.

ACTION ITEMS

An Executive Session was held November 3, 2022 for the purpose of interviewing for an Administrative Assistant. No official decision was made.

Motion by Supervisor Hoover to approve the Revised Tangent Length (25') as shown on the presented plans for the Intersection of Jeffsu Road with Bellflower Avenue with the condition that the applicant provide a snow removal easement for the Township just over the Township line; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Harrell to authorize the Township Solicitor, Josele Cleary to prepare an ordinance to amend the text of the Zoning Ordinance to revise the density allowed for development in the R-2 Residential District under both conventional and neighborhood greenway development and to increase the height of apartment buildings.; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Hoover to Approve the Advertising of the 2023 Budget for consideration at the December Board Meeting.; second by Supervisor Harrell. Motion passed 3-0.

Motion by Supervisor Hoover to Approve a donation of \$2,000.00 to the Dutchman Education Foundation to help Purchase Weight Room Equipment for the A/C Secondary School, a Sensory wall at the Cleona Elementary School and a climbing wall at the Annville Elementary School.; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Hoover to Approve the Purchase of Two \$1,000,000.00 CDs (\$1 million from the General Fund and \$1 million from the Off-Site Fund) for a six-month time period with a 3.82% APY.; second by Supervisor Harrell. Motion passed 3-0.

Police Department– Chief Sutcliffe

Police report for October 2022.

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Adjournment

Noting the conclusion of current business, Supervisor Rhine moved; second by Supervisor Harrell a motion to pay bills and adjourn. His motion included moving into an Executive Session to discuss personnel issues. With a return to Open Session. Motion passed 3-0.

Returning to Open Session, Supervisor Hoover moved to hire Brittany Beistline and Heather Butler as Part-time Administrative Assistants.; second by Supervisor Harrell. Motion passed 3-0.

Respectfully Submitted:

Jeanette Henning, Township Manager
Secretary/Treasurer, South Annville Township

Dale Hoover, Chairman
Board of Supervisors