

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

**Minutes 3/15/2023**

Dale Hoover, Chairman

Jeanette Henning, Twp. Manager

John Harrell, Vice Chairman

Ben Sutcliffe, Police Department

Garry Rhine, Supervisor

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

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

**Minutes of February 8, 2023-** Motion to approve the minutes of the Board of Supervisors Meeting for February was made by Supervisor Harrell; second by Supervisor Rhine. Motion passed 3-0.

**Treasurer's Report-**Twp. Manger 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 Harrell. Motion passed 3-0.

**Citizens/Public Comments-** Ed Fogelsanger, SAT's Greater Lebanon Refuse Authority Representative gave an update to the 2023 Tire Collection which will be held April 26<sup>th</sup> at the Lebanon County Expo Center. Also, the Greater Lebanon Refuse Authority is now accepting batteries at their Recycling Electronic Center. Mr. Harry Morrison a resident of SAT, asked if Lake Drive could be repaved. The Board told Mr. Morrison that Lake Drive is included in the 2023 Road Project. A resident of SAT asked about the South Gate Plan Review update that was on last month's Board Meeting. Supervisor Hoover informed the resident that the plans are still in the process of being reviewed.

**Engineer's Report-** Jim Caldwell and Allison Garner of Rettew Engineering informed Supervisors of the following activities for the month: The bidding packet for the 2023 Road Project will be advertised March 23 with the bids being opened on April 11<sup>th</sup> with rewarding of bid to be April 12<sup>th</sup>. The pipe that is located on Lake Drive will need to be replaced as part of the bidding process. Having no impact on any wetlands, pipe replacement will not need any special permits. Ms. Garner asked if the Township would speak with the two property owners involved to let them know about the pipe replacement. The process for installing the new Brandt Road drainage culvert which involves having Rettew's Natural Science Team prepare a permit to be submitted to DEP has begun. Continued work on agenda items; Royal Road Plan Review, MFS/DHL Lot Addition. Ms. Garner, Engineer Jim Caldwell and Supervisor Hoover met with representatives from North Point to discuss issues with the Killinger Road Reconstruction Plan. Mr. Caldwell presented a map of Royal Road that will be used for a traffic study and recommended using Tri-State to perform data collections. Garman Builders wants to bring natural gas to their Wynfield Development. Mr. Caldwell recommended running lines up the east side of Mt. Pleasant Road to Reigerts Lane.

**Managers' Report-** Township Manager, Jeanette Henning informed Supervisors of the following: Joshua Weaber of Chrisland Engineering presented the Board with the Final Minor Subdivision Plans for MFS/DHL. The McCormick & Eiserman Settlement Agreement which limits three homes on Mountain Top Drive, is prepared and ready for Approval. Heather Butler, Administrative Assistant presented the Board with some options for updating the Township's current Short- and Long-Term Disability Benefit. Ms. Butler will provide the Board with costs associated with updating this benefit. The 2023 Bidding Threshold has been raised from \$21,900 to \$22,500 for minimum purchases that will require the advertising for bids, in addition to the minimum purchase amounts for telephone quotes from \$11,800 to \$12,200. PSATS has courses that are available for their Municipal Government Academy. The Zoning Hearing Board will meet March 23.

**ACTION ITEMS**

Motion by Supervisor Harrell to approve using Tri-State to collect data to be used for a traffic study on Royal Road and have Tri-State invoice the Township directly; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Hoover to Approve the MFS/DHL Lot Addition Plan with an addendum to plan.; second by Supervisor Harrell. Motion passed 3-0.

Motion by Supervisor Hoover to Authorize Appropriate Officers of the Township to execute the Settlement Agreement among this Township and Jeffrey S. and Shauny L. McCormick and Ruth L Eiserman relating to the land use appeal docketed to No. 2022-00690 in the Lebanon Court of Common Pleas when the Township has been presented with the original executed by the McCormicks and Eiserman and the Township has been presented with a fully executed and acknowledged copy of the Access Easement Agreement Roundtop Drive in the form presented at this meeting.; second by Supervisor Harrell. Motion passed 3-0.

**Police Department- Chief Sutcliffe**

Police report for February 2022.

By consensus the Board agreed to allowing Township Office Staff to participate in PSATS Municipal Government Academy.

**Adjournment**

Noting the conclusion of current business, Supervisor Harrell moved; seconded by Supervisor Rhine a motion to pay bills and adjourn. Motion passed 3-0.

Respectfully Submitted:

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

Dale Hoover, Chairperson  
Board of Supervisors