

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

**Minutes 4/12/2023**

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 Fogelsanger, SAT GLRA Representative, Stephanie Butler of South Annville Planning Commission. And others.

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

**Minutes of March 15, 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 Hoover. Motion passed 3-0.

**Citizens/Public Comments-** Ed Fogelsanger reminded everyone about the tire collections that will take place at the Lebanon County Expo Center, April 26<sup>th</sup>. He also presented information about the 24<sup>th</sup> National Prescription Drug Take Back Day which will be held, Saturday, April 22, 2023, from 10:00 AM to 2:00 PM. Collection sites will be held at Lebanon City Hall and Penn State Hershey Medical Center, Palmyra Clinic. Residents Dave and Linda McClain told the Board about concerns that they have with water run-off from an adjacent lot. Supervisor Hoover and Engineer Caldwell told the McClains that the status of the adjacent lot is still in the planning process. Dustin Cider, Representative for the Annville-Cleona Fire Department in the role of the new Department of Municipal Relations came to introduce himself to Board members who might not have met him. Mr. Cider thanked SAT for their continued support.

**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 was advertised and bids were opened on April 11<sup>th</sup>. The bids were New Enterprise Stone and Lime Co. Inc., with a base bid of \$355,782.15 with an alternate bid of \$110,352.00 for a total of \$466,134.15 and Pennsy Supply, with a base bid of \$360,633.63 with an alternate bid of \$100,046.59 for a total bid of \$460,680.22. Ms. Garner recommends awarding the contract to Pennsy Supply based on their bid. The 2023 Road Project will consist of paving the Townships Parking Lot, Laurelwood Drive, Lake Drive, Oak Street from Township Line to Curve with the alternate from Curve to Route #934. Time frame for starting May 8<sup>th</sup>. Work continues on the permitting process for Brandt Road Drainage Project, with a possible start date in 2024. Plan reviews for the Fontana Realty and Royal Road. Engineer Caldwell presented the Board with the counts for the Royal Road Speed Study that was conducted by Tri- State.

**Managers' Report**- Township Manager, Jeanette Henning informed Supervisors of the following: The Preliminary Plans for the Annville-Cleona School District are in the Township Office for review. The updated McCormick & Eiserman Settlement Agreement is prepared and ready for Approval. Heather Butler, Administrative Assistant, presented the Board with pricing options and policy suggestions for the employees' Short- and Long-Term Disability Benefit. Ms. Mesko will provide the Board with a policy for action at the May BOS meeting. Angela Marcus, Supervisor-Field Operations for Pennsylvania American Water has reached out to have a Hydrant Agreement for 3 Public Hydrants located along Killinger Road. Douglas Herr of Hershey Land Surveyors is working on a Lot Add-On Plan for a property that is mostly located in South Londonderry Township has reached out to request that SAT Board of Supervisors defer review and approval solely to the South Londonderry Township Board of Supervisors. Ms. Mesko has updated our 5-year FEMA Hazardous Mitigation Plan. Travis Haak, Fire Chief of the Mount Gretna Fire Department delivered a Certification of Support & Recognition to the Township for your continued support. A resident, Zackey had called to ask the Board to consider more green/open space when developers present Land Development Plans moving forward. The Annville Free Library's Renovations Project is going well.

### **ACTION ITEMS**

Motion by Supervisor Harrell to Award the 2023 Road Paving Project to Pennsy Supply for the base bid plus the alternate bid for a total of \$460,680.22.; second by Supervisor Rhine. 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 Rhine. Motion passed 3-0.

Motion by Supervisor Hoover to Defer the Review and Approval of the Lot Add-On Plan for Robert A. & Saudia A. DeCarlo prepared by Hershey Land Surveyors, LLC to South Londonderry Township and Authorize the Township Secretary to inform South Londonderry Township and the Lebanon County Planning Commission.; second by Supervisor Rhine. Motion passed 3-0.

### **Police Department– Chief Sutcliffe**

Police report for March 2023.

### **Adjournment**

Noting the conclusion of current business, Supervisor Harrell moved; seconded by Supervisor Hoover 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