

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

Minutes 12/10/2025

Dale Hoover, Chairman

Jeanette Henning, Twp. Manager

John Harrell, Vice Chairman

Heather Mesko, Asst. Twp. Manager

Garry Rhine, Supervisor

Ben Sutcliffe, Chief Police Department

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, Allison Garner of Rettew Engineering, Ed Kreider, Ed Fogelsanger representative for the GLRA, and Christina Moyer of the SAT Planning Commission. And others.

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

Meeting of November 12, 2025-Motion to approve the minutes of the Board of Supervisors meeting for November 12th was made by Supervisor Hoover; seconded by Supervisor Rhine. Motion carried unanimously.

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 Harrell; seconded by Supervisor Rhine. Motion carried unanimously.

Citizens/Public Comments- None

Engineer's Report- Allison Garner of Rettew Engineering informed Supervisors of the following activities for the month: ADA Inspections have begun for the Candler's Pointe Development. Inspections of the roads in Old South Crossing and the Meadows of Bachman Run were made to determine the necessity of sealing some cracks. Ms. Garner will have an estimate prepared for next month's meeting. DHL has requested the release of their 18 Month bond be released for their work that was done on Killinger Road in the amount of \$245,434.93. Ms. Garner suggests approving their request. The Rettew 2026 Professional Service Agreement was presented with a slight increase in the fee schedule and Ms. Garner will continue to be our primary contact with Mike Knouse as a secondary contact.

Manager's Report- Township Manager, Jeanette Henning along with Assistant Township Manager Heather Mesko informed Supervisors of the following: The 2026 Township Budget has been advertised and is ready for approval. Josele Cleary, Township Solicitor presented a Proposed Ordinance to Rewrite Section 306, Proposed Uses Not Covered, which will need to be provided to the SAT Planning Commission and the Lebanon County Planning Commission along with advertising for the February BOS Meeting. Meeting dates for 2026 have all been advertised and the Organization Meeting will take place January 5th at 7:00 PM in the DH Umberger Building. Assistant Manager Mesko applied for a grant through DCED (Local Share Account Fund). The Greater Lebanon Refuse Authority will once again have a Christmas Tree Recycling Program for residents of Lebanon County. Residents are encouraged to check with their haulers for specifics.

ACTION ITEMS

Motion by Supervisor Rhine to Release the DHL Bond of \$245,434.93 for Killinger Road.; seconded by Supervisor Harrell. Motion passed unanimously.

Motion by Supervisor Harrell to Approve the 2026 Budget with no increase in the Tax Levy.; seconded by Supervisor Rhine. Motion passed unanimously.

Motion by Supervisor Hoover to Authorize Township Manager Henning to Provide both the South Annville and the Lebanon County Planning Commissions with the Proposed Ordinance to Rewrite Section 306, Proposed Uses Not Covered

Police Department- Chief Sutcliffe

Police report for November 2025. The department has issued seven warnings for restricted winter parking.

Adjournment

Noting the conclusion of current business, Supervisor Rhine moved; seconded by Supervisor Harrell a motion to pay bills and adjourn. His motion included moving to an Executive Session to discuss legal issues with Township Solicitor, Josele Cleary. With no return to Open Session. Motion carried unanimously.

Respectfully Submitted:

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

Dale Hoover, Chairperson
Board of Supervisors