

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

Minutes 9/11/2024

Dale Hoover, Chairman

Jeanette Henning, Twp. Manager

John Harrell, Vice Chairman

Ben Sutcliffe, Police Department

Garry Rhine, Supervisor

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

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

Minutes of August 14, 2024- Motion to approve the minutes of the Board of Supervisors Meeting for August was made by Supervisor Harrell; seconded by Supervisor Hoover. 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 Hoover. Motion carried unanimously.

Citizens/Public Comments- Resident Millard Baird questioned why the temporary construction gate located off of Bachman Road on the A/C School property is not being closed and locked because construction needed for that location has ceased for now. Representative for the A/C Fire Department, Dustin Sieders gave an update on the recruitment of firefighters along with a request to place a QR Code for the purpose of volunteering, donating and following the departments Facebook on our Township website.

Engineer's Report- Allison Garner of Rettew Engineering informed Supervisors of the following activities for the month: Reviewed Southgate's second preliminary land development plan submission. The Annual MS-4 Report for the period ending June 30th, which is due to the DEP will be submitted online by the end of this month. Ms. Garner is in close communication with Chad Smith of Steckbeck Engineering on the Candler's Pointe, Phase 1 Final Plan. Work on the Brandt Road Culvert Project continues to be stalled. An easement agreement is needed for this project to continue. Ms. Garner and the Township will continue to address this matter.

Manager's Report- Township Manager, Jeanette Henning informed Supervisors of the following: Township Solicitor, Josele Cleary has prepared motions for Candler's Pointe which include the Storm Water Management Agreement & Declaration of Easement, agreement providing for Grant of Public Access and Trail Easement, Roadway Improvement Agreement and the Land Development Agreement. Landmark Representative, Chuck Hess gave an update on the Southgate Preliminary Subdivision & Land Development Plan. The North Point Amended Stormwater Agreement and the Garman-Wynfield Phase 1, Release of Letter of Credit request were tabled.

Manager's Report- continued- The Fire Hydrant Agreement between the Township and PA American Water is ready for approval. Assistant Township Manager, Heather Mesko requested permission to advertise the 2024-2025 Road Maintenance Contract along with authorization to transfer Township bank checking accounts to a new governmental bank account and to use the online "BOSS" system. The Lebanon County Convention will be held on October 10th. The Township's budget amount for the 2025 Local Government Farmland Preservation Matching Funds Campaign will be \$26,500.00. A special thanks to SATA Secretary, Jim Graves the great job that he did (voluntarily) to fix the chair handles in the DH Umberger Building.

ACTION ITEMS

Motion by Supervisor Hoover moved to approve the appropriate officers of the Township be authorized to execute the following documents relating to Preliminary/Final Phase 1 Land Development Plans for Candler's Pointe, prepared by Steckbeck Engineering & Surveying, Inc., Project No. 1532-21-001, dated February 15, 2024, when they are in a form acceptable to the Township Solicitor, all blanks have been completed, and they have been executed on behalf of Reigerts Lane, LLC, Garman Builders at Wynfield LLC, and the Candler's Pointe Master Association and Candler's Pointe Homeowners Association:

1. Storm Water Management Agreement and Declaration of Easement among Reigerts Lane, LLC, Garman Builders at Wynfield LLC and the Township with Joinder by Candler's Pointe Master Association and Candler's Pointe Homeowners Association.
2. Agreement Providing for Grant of Public Access and Trail Easement among Reigerts Lane, LLC, Garman Builders at Wynfield LLC and the Township with Joinder by Candler's Pointe Master Association and Candler's Pointe Homeowners Association.
3. Roadway Improvement Agreement among Reigerts Lane, LLC, Garman Builders at Wynfield LLC and the Township.
4. Land Development Agreement between Reigerts Lane, LLC, and the Township.; seconded by Supervisor Harrell. Motion carried unanimously.

Motion by Supervisor Hoover to move to approve the Preliminary/Final Phase 1 Land Development Plans for Candler's Pointe, prepared by Steckbeck Engineering & Surveying, Inc., Project No. 1532-21-001, dated February 15, 2024, subject to Reigerts Lane LLC satisfying all of the following conditions: (1) provision of proof that the homeowners' association for the development has been incorporated; (2) provision of legal descriptions and plan for the required pedestrian easements in a form acceptable to the Township Engineer; (3) execution of the Storm Water Management Agreement and Declaration of Easement Storm Water Management Agreement and Declaration of Easement among Reigerts Lane, LLC, Garman Builders at Wynfield LLC and the Township with Joinder by the Homeowners Association; (4) execution of the Agreement Providing for Grant of Public Access and Trail Easement among Reigerts Lane, LLC, Garman Builders at Wynfield LLC and the Township with Joinder by the Homeowners Association; (5) execution of the Roadway Improvement Agreement among Reigerts Lane, LLC, Garman Builders at Wynfield LLC and the Township; (6) execution of the Land Development Agreement between Reigerts Lane, LLC, and the Township; (7) receipt of notification from South Annville Township, Lebanon County, Authority that Reigerts Lane, LLC has met all of the Authority's requirements; (8) payment of current and future fees of the Township Engineer and Township Solicitor for review of the Plans 2 and documents and inspection of improvements; (9) compliance with all conditions of approval set forth in the conditional use decision dated February 14, 2024; (10) updating the plan to address the comments in the Township Engineer's letter dated August 23, 2024; (11) updating the plan to address the comments in the Township Solicitor's letter dated August 6, 2024; and (12) provision

ACTION ITEMS- continued- of homeowners' association documents in a form acceptable to the Township Solicitor.; seconded by Supervisor Harrell. Motion carried unanimously. Motion by Supervisor Hoover to authorize the appropriate officers of the Township to execute and release for recording the Preliminary/Final Phase 1 Land Development Plans for Candler's Pointe, prepared by Steckbeck Engineering & Surveying, Inc., Project No. 1532-21-001, dated February 15, 2024, when (1) all conditions of approval of the plan in the motion granting conditional approval have been satisfied; (2) the Storm Water Management Agreement and Declaration of Easement among Reigerts Lane, LLC, Garman Builders at Wynfield LLC and the Township with Joinder by the Homeowners Association; Agreement Providing for Grant of Public Access and Trail Easement among Reigerts Lane, LLC, Garman Builders at Wynfield LLC and the Township with Joinder by the Homeowners Association; the Roadway Improvement Agreement among Reigerts Lane, LLC, Garman Builders at Wynfield LLC and the Township; and the Land Development Agreement between Reigerts Lane, LLC, and the Township; have been fully executed and recorded; (3) Reigerts Lane LLC has paid the roadway contribution fees or posted financial security to secure payment of the roadway contribution fees in a form acceptable to the Township Solicitor; (4) all outstanding engineering and attorneys' fees have been paid to the Township; and (5) Lebanon County Planning Department has notified the Township that Garman Builders at Wynfield LLC has posted all required financial security. Subject to Township Solicitor, Josele Cleary's approval of minor changes; seconded by Supervisor Harrell. Motion carried unanimously.

Motion by Supervisor Hoover to Advertise for bids the Township Road Maintenance Contract.; seconded by Supervisor Harrell. Motion carried unanimously.

Motion by Supervisor Harrell to Approve On-line Banking.; seconded by Supervisor Hoover. Motion carried unanimously.

Motion by Supervisor Harrell to Transfer Township Banking Checking Accounts to a new Governmental Account with a 2.5% rate.; seconded by Supervisor Hoover. Motion carried unanimously.

Police Department- Chief Sutcliffe

Police report for August 2024.

Adjournment

Noting the conclusion of current business, Supervisor Harrell moved; seconded by Supervisor Hoover a motion to pay bills and adjourn.

Respectfully Submitted:

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

Dale Hoover, Chairperson
Board of Supervisors