

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

Minutes 12/14/2022

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 November 9, 2022- Motion to approve the minutes of the Board of Supervisors Meeting for November was made by Supervisor Rhine; second by Supervisor Harrell. 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. With a note from Supervisor Hoover on the investment of two, one-million-dollar CD's (one from Off-Site Development Fund and one from General Fund for six months). Motion to accept the Treasurer's Report was made by Supervisor Harrell; second by Supervisor Hoover. Motion passed 3-0.

Citizens/Public Comment- Tom Jones, State Representative for the 98th Legislative District with a current District Office in Elizabethtown would like the Supervisors to approve using the Township's Community Building to meet with residences (when necessary). Mr. Jones's email address is: tjones@pahousegop.com. Resident Mr. Kreiser has asked about the locations of water hydrants in the Township.

Engineer's Report- Jim Caldwell and Allison Garner of Rettew Engineering informed Supervisors of the following routine activities for the past month which included: Coordinating with Township Solicitor, Josele Cleary to have a Draft of the Candler Point text amendment for consideration at the January meeting of the BOS to authorize the Amendment to move forward in the formal approval process. Reviewing of 1855 Horseshoe Pike Plans, DHL Site and Wynfield Project, Phase I. Ms. Garner presented updated cost for the Brandt Road, 58 x 91-inch elliptical pipe (which could take up to a year to receive after ordering) along with an Engineering Component for a total of \$143,600.00. Ms. Garner presented the Amendment to the Animal Waste Ordinance, which was prepared by Township Solicitor, Josele Cleary.

Manager's Report- Manager, Jeanette Henning informed and reminded Supervisors of the following: Brandon Williams of Garman Builders with Alex Kinsey of Steckbeck Engineering asked that the latest plans for Wynfield - Phase 1A Subdivision & Land Development Plans be considered. Gordon Sheetz gave a reminder of the procedures required when submitting plans to SAT which are: all plans submitted to the Township for review must also be sent electronically to Rettew Engineering and the SAT Planning Commission. Also, plans (hard copies) must be submitted to Township Solicitor, Josele Cleary. Plans must be submitted to the SAT Planning Commission at least 48 hours in advance of the Planning Commission's meeting. Planning Meetings are held the first Tuesday of the month. The 2023 Budget has been advertised and is ready for approval. The Township has received a thank you letter from the Mt. Gretna Fire Company for the 2022 donations. 2023 Meeting dates have been advertised for the BOS, South Annville Planning Commission and South Annville Authority.

ACTION ITEMS

Motion by Supervisor Harrell that the appropriate officers of the Township be authorized to execute the following documents relating to Final-Phase 1A Subdivision & Land Development Plan for Garman Builders at Wynfield prepared by Steckbeck Engineering & Surveying, Inc., Project No. 532-22-002, dated June 22, 2022, and when they are in a form acceptable to the Township Solicitor, all blanks have been completed, and they have been executed on behalf of Garman Builders at Wynfield LLC Wynfield at Annville Homeowners Association:

1. Storm Water Management Agreement and Declaration of Easement between Garman Builders at Wynfield LLC and the Township with Joinder by Wynfield at Annville Homeowners Association.
2. Agreement Providing for Grant of Riparian Buffer Easement between Garman Builders at Wynfield LLC and the Township with Joinder by Wynfield at Annville Homeowners Association.
3. Agreement Providing for Grant of Public Access and Trail Easement between Garman Builders at Wynfield LLC and the Township with Joinder by Wynfield at Annville Homeowners Association.
4. Roadway Improvement Agreement among between Garman Builders at Wynfield LLC and the Township.; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Hoover to Authorize Rettew Engineering to begin the Permitting Process and to Purchase the elliptical pipe.; second by Supervisor Harrell. Motion passed 3-0.

Motion by Supervisor Hoover to Accept the Amendment to the Animal Waste Ordinance #12-14-22 as presented.; second by Supervisor Harrell. Motion passed 3-0.

Motion by Supervisor Rhine to Approve the 2023 Budget as Presented at the November 2022 meeting.; second by Supervisor Hoover. Motion passed 3-0.

Motion by Supervisor Hoover to Approve the 2023 Meeting Dates as presented.; second by Supervisor Rhine. Motion passed 3-0.

Meeting Minutes
December 14, 2022

Police Department– Chief Sutcliffe
Police report for November 2022.

Adjournment

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

Respectfully Submitted:

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

Dale Hoover, Chairman
Board of Supervisors