

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

Minutes 1/08/2025

Dale Hoover, Chairman

Jeanette Henning, Twp. Manager

John Harrell, Vice Chairman

Heather Mesko, Asst. Twp. Manager

Garry Rhine, Supervisor

Ben Sutcliffe, 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. And others.

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

Minutes of December 11, 2024-Motion to approve the minutes of the Board of Supervisors meeting for December 11th was made by Supervisor Harrell; seconded by Supervisor Rhine. Motion carried unanimously.

Meeting of December 30, 2024-Motion to approve the minutes of the Board of Supervisors meeting for December 30th was made by Supervisor Rhine; seconded by Supervisor Hoover. Motion carried unanimously.

Meeting of January 6, 2025-Motion to approve the minutes of the Board of Supervisors meeting for January 6th was made by Supervisor Harrell; 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 Rhine; seconded by Supervisor Hoover. Motion carried unanimously.

Citizens/Public Comments-No Public Comments.

Engineer's Report- Allison Garner of Rettew Engineering informed Supervisors of the following activities for the month: The Brandt Road Culvert Project Contract is signed and ready for a Notice to Proceed. The anticipated start date for the project is June 9, 2025. Ms. Garner also reviewed additional documents and agreements for Southgate, Phase 1.

Manager's Report- Township Manager, Jeanette Henning along with Assistant Township Manager Heather Mesko informed Supervisors of the following: Chuck Hess of Landmark Homes and Chad Smith of Steckbeck Engineering asked the Board to consider conditional approval of the Southgate Development, Phase 1 Plan, providing all comments are addressed to the satisfaction of the Township solicitor and engineer. The Noble Anderson Subdivision Planning Module Resolution is ready for approval.

Manager's Report continued- A non-building waiver was submitted for the Henise-Fisher Subdivision Plan. Assistant Manager, Ms. Mesko updated the Board with the 2025 Bidding Thresholds, which is \$23,800 for advertising and \$12,900 for telephone quotes.

ACTION ITEMS

Motion by Supervisor Harrell to Grant Conditional Approval of the South Annville Holdings' Southgate Development Final Land Development Plan, Phase 1, subject to all comments from Township Solicitor, Josele Cleary and Township Engineer, Allison Garner be fully addressed.; seconded by Supervisor Rhine. Motion carried unanimously.

Motion by Supervisor Hoover to Approve the Non-Building Waiver for the Henise-Fisher Subdivision Plan.; seconded by Supervisor Rhine. Motion carried unanimously.

Motion by Supervisor Harrell to Approve the Sewer Planning Module by Resolution #1-08-25.; seconded by Supervisor Hoover. Motion carried unanimously.

Police Department- Chief Sutcliffe

Police report for December 2024.

Adjournment

Noting the conclusion of current business, Supervisor Harrell moved; seconded by Supervisor Rhine a motion to pay bills and adjourn. His motion included moving into an Executive Session to discuss personnel matters. With no return to the Open Session. Motion carried unanimously.

Respectfully Submitted:

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

Dale Hoover, Chairperson
Board of Supervisors