

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

**Minutes 1/02/2023**

Dale Hoover, Chairman

Jeanette Henning, Twp. Manager

John Harrell, Vice Chairman

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 and Allison Garner of Rettew Engineering, Gordon Sheetz, Jordon Good and David Sollenberger of the SAT Planning Commission and others.

**PUBLIC COMMENT** – No Public Comment

**ACTION ITEMS**

Supervisor Harrell moved to approve the 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, subject to all of the following conditions: (1) execution of the 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, the 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, the 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, the Roadway Improvement Agreement among between Garman Builders at Wynfield LLC and the Township and the Land Development Agreement between Garman Builders at Wynfield LLC and the Township; (2) receipt of notification from South Annville Township, Lebanon County, Authority that Garman Builders at Wynfield LLC has met all of the Authority's requirements; (3) payment of current and future fees of the Township Engineer and Township Solicitor for review of the Plans and documents and inspection of improvements; (4) compliance with all conditions of approval set forth in the conditional use decision dated June 9, 2021; (5) presentation of evidence in a form satisfactory to the Township Solicitor that Garman Builders at Wynfield LLC has made a good faith effort to meet the requirements of Condition 24 of such decision prior to the approval of any subsequent final plan for Wynfield, with compliance to be more than the statement of intention in the letter from attorney Claudia Shank to the Township Solicitor dated December 9, 2022; (6) presentation of evidence in a form satisfactory to the Township Solicitor that Garman Builders at Wynfield LLC has made a good faith effort to meet the requirements of Condition 25 of such decision prior to the approval of any subsequent final plan for Wynfield, with compliance to be more than the one letter sent to Mr. and Mrs. Hess and Mr. and Mrs. Saylor on December 8, 2022; and (7) presentation of evidence in a form satisfactory to the Township Solicitor that Garman Builders at Wynfield LLC has recorded the Declaration of Covenants and Restrictions for Wynfield at Annville, a Planned Community prior to the approval of any subsequent final plan for Wynfield.; second by Supervisor Rhine. Motion passed 3-0.

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Supervisor Rhine moved to authorize the appropriate officers of the Township to execute and release for recording the 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, when (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, the 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, the 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, the Roadway Improvement Agreement among between Garman Builders at Wynfield LLC and the Township and the Land Development Agreement between Garman Builders at Wynfield LLC and the Township have been executed, acknowledged, and recorded; (2) South Annville Township, Lebanon County, Authority has notified the Township that Garman Builders at Wynfield LLC has met all of the Authority's requirements relating to the Plans; (3) Garman Builders at Wynfield 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.; second by Supervisor Hoover. Motion passed 3-0.

Jeanette Henning was appointed Temporary Chair to Conduct the Election of Permanent Chair.

Motion by Supervisor Harrell to open nominations for Permanent Chair; second by Supervisor Hoover. Motion passed.

Supervisor Rhine nominated Supervisor Hoover; second by Supervisor Harrell. Motion passed.

Motion by Supervisor Harrell to close nominations for Permanent Chair; second by Supervisor Rhine. Motion passed. Supervisor Hoover was declared Elected Permanent Chair.

Motion by Supervisor Rhine to retain present Township Officers for the coming year; second by Supervisor Hoover. Motion passed 3-0.

Motion by Supervisor Hoover to reappoint by Resolution 1-02-23 Matthew Hoover to the Zoning Hearing Board; second by Supervisor Harrell. Motion passed 3-0.

Motion by Supervisor Hoover to reappoint Steven Stein as Attorney for the Zoning Hearing Board.; second by Supervisor Harrell. Motion passed 3-0.

Motion by Supervisor Hoover to reappoint Jim Graves to the SAT Authority; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Hoover to reappoint Bryan Hoffman of Cleona Borough as Representative and Adam Wolfe of North Annville Township as an Alternate (subject to their Municipality reappointment) to the Tax Collection Committee; second Supervisor Harrell. Motion passed 3-0.

Motion by Supervisor Harrell to reappoint Fulton Bank as Township Bank Depository; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Harrell to reappoint Rettew Associates as Township Engineer, Represented by James Caldwell; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Hoover to reappoint Morgan, Hallgren, Crosswell & Kane as Township Solicitor, Represented by Josele Cleary; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Rhine to reappoint Lebanon County Planning Office as Permitting/Zoning Officer for SA Township; second by Supervisor Hoover. Motion passed 3-0.

Motion by Supervisor Harrell to reappoint the Lebanon County Planning Office for Sewage Enforcement Officer for SA Township.; second by Supervisor Rhine. Motion passed 3-0.

Motion by Supervisor Hoover to reappoint Garcia, Garman and Shea as SA Township CPA; second by Supervisor Rhine. Motion passed 3-0.

**Adjournment**

Supervisor Harrell motioned to adjourn the Organizational Meeting and move into Executive Secession (to discuss further employee matters) and will not return for any action; second by Supervisor Rhine. Motion passed 3-0.

Respectfully Submitted:

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

Dale Hoover, Chairperson  
Board of Supervisors