

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
April 4, 2023**

**MEETING MINUTES – APRIL 4, 2023, BOC MEETING**

The Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on April 4, 2023, in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Rex A. Moore, President; Henri B. Lively, Vice President; Thomas R. Embich, Treasurer; Nevin R. Hoover; and Anthony C. Perrotto. Also in attendance were Candie L. Johnson, Township Administrator and Secretary to the Board of Commissioners; Bernard Dugan, Chief of Police; Corey Lamoureux, Esq., Township Solicitor.

Also, in attendance was: Dean Wolfe, Jen Boyer, Nick Santamore, Marty Brandt and Carolyn Scott.

President Moore called the meeting to order and led those present in the Pledge of Allegiance to the flag of the United States of America.

**APPROVAL OF AGENDA:** MOTION by Mr. Lively, second by Mr. Embich to amend the agenda to include the Annville Free Library and Fire Police request.

Motion carried unanimously.

**RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:**

President Moore provided an opportunity for public comment and *the following comments/no comments* were noted *from those in attendance*: Marty Brandt and Carolyn Scott provided and updated to the construction at the Annville Free Library and requested relinquishment of grant payments being held by the Township as a pass-through entity.

**APPROVAL OF MINUTES:**

**March 7, 2023, Regular Meeting:** MOTION by Mr. Perrotto, second by Mr. Lively to approve the minutes of the Regular Meeting held March 7, 2023, with two corrections. Motion carried unanimously.

**LIBRARY REQUEST:**

Marty Brandt from the Annville Free Library was present to request the full release of the grant funding for the library that is deposited into the Township PLGIT Account. There will be 3 grant deposits made, each being \$250,000.00.

**MOTION** by Mr. Moore, second by Mr. Lively to approve the release of grant funds to the library as received. Motion carried unanimously.

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Carolyn Scott from the Annville Free Library reviewed new funding opportunities that the library has received and the new grants they are applying for.

**REPORTS OF STANDING COMMITTEES:**

**Public Works:** The Public Works Report for March 2023 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following items were discussed:

1. After a brief discussion on the trash service at the downtown parking lot, the Commissioners agreed to stay with GFL.
2. Redevelopment Authority of Lebanon County received bids for the West Church Street Project from New Enterprise and Lime Co for \$99,580.60.

**MOTION** by Mr. Hoover, second by Mr. Lively to accept the bids from New Enterprises and Lime Co for the West Church Street Project. Motion carried unanimously.

**Public Safety:** Chief Dugan was in attendance to provide his report on Public Safety. Chief Dugan requested approval for the passage of Resolution #20230404 (4).

**MOTION** by Mr. Moore to approve Resolution #20230404(4) for Annville Township and Palmyra Borough to enter an intermunicipal Charter Agreement to provide for the formation of the Western County Regional Police Department and the Western Lebanon County Regional Police Commission and seconded by Mr. Perrotto, Motion Passed unanimously.

The Chief of Police requested approval for All City Management Services for Crossing Guard Services for 2023/2024.

**MOTION** by Mr. Lively and seconded by Mr. Hoover to approve All City Management Service for Crossing Guard service with the School District paying for half. Motion passed unanimously.

**Property:** The following item(s) *were* addressed:

**Town Hall Improvements Project:**

Mr. Hoover reviewed his meeting with Township Administrator, Ms. Johnson, to review a sketch plan for the Town Hall Improvement Projects. Ms. Johnson then reviewed the thoughts on the renovations.

**Parks & Recreation:**

Mr. Perrotto noted that the Parks and Recreation Board met on March 26<sup>th</sup>, 2023, and several items were discussed. Including an Eagle Scout Project in the Park, Signs for the bank at the park and April 30<sup>th</sup>, 2023, Wild Life Conference.

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**Finance:** Mr. Embich reviewed the Finance Report for March 2023, highlighting the total income and expenses throughout the year. A copy of the report is attached hereto and made a part of these minutes.

**Permits:** The Permits Report for March 2023 was reviewed, a copy of which is attached hereto and made a part of these minutes.

**Annville Activities:** The following item(s) *was/were* addressed:

There was nothing to discuss.

**Motion** by Mr. Embich, second by Mr. Perrotto to approve the reports of the Standing Committees as presented. Motion carried unanimously.

**REPORTS OF SPECIAL COMMITTEES:**

**Executive Sessions:** None were held since the March 2023 Board of Commissioners regular meeting.

**Planning Commission:** Nothing to report this month.

**Historic Architectural Review Board (HARB):** Nothing to report this month.

**Wage & Salary:** Nothing to report this month.

**Municipal Separate Storm Sewer System (MS4):** Mr. Embich reviewed the MS4 Report for March 2023.

**Greater Lebanon Refuse Authority (GLRA):** Mr. Embich reviewed the GLRA Report. Mr. Viozzi is attending the meetings now.

**Fire Department:** Mr. Perrotto attended their Annual Banquet.

**MOTION** by Mr. Lively, second by Mr. Perrotto to approve the reports of the Special Committees as presented. Motion carried unanimously.

**OLD BUSINESS:**

Nothing to report.

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**NEW BUSINESS:**

**I-pad purchase for Township Commissioners and Township Administrator:**

MOTION by Mr. Lively, second by Mr. Hoover to approve the purchase of six I-Pads.  
Motion carried unanimously.

**2023 Amendments to loan documents for the General Obligation Note Series of 2018 with Fulton Bank**

**MOTION** by Mr. Perrotto, second by Mr. Lively to approve the Amendments to the loan documents for the General Obligation Note Series of 2018 with Fulton Bank. Motion carried unanimously.

**Cleona Borough Fire Police to assist the City of Lebanon Police Department in their 2023 events.**

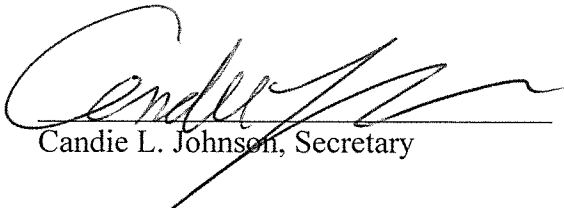
**MOTION** by Mr. Moore, second by Mr. Lively to approve the request for assistance. Motion carried unanimously.

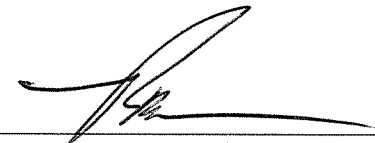
**CORRESPONDENCE:** There was no correspondence received by the Township to be reported.

**PAY BILLS:** **MOTION** by Mr. Embich, second by Mr. Lively to ratify the actions of the Township Administrator regarding payment of debts shown in the Finance Report (Cash Disbursement Journals of the various funds). Motion carried unanimously.

**ADJOURNMENT:** There being no further business to come before the Board,

**MOTION** by Mr. Embich, second by Mr. Hoover Perrotto to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 8:00 PM.

  
Candie L. Johnson, Secretary

  
Rex A. Moore, President