

**MINUTES OF THE ANNVILLE TOWNSHIP  
BOARD OF COMMISSIONERS  
DECEMBER 5, 2023**

**MEETING MINUTES – DECEMBER 5, 2023, BOC MEETING**

The Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on December 5, 2023, in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Rex Moore, President; Henri Lively, Vice-President; Thomas R. Embich, Treasurer Nevin Hoover, and Anthony C. Perrotto. Also in attendance were Candie L. Johnson, Township Administrator and Secretary to the Board of Commissioners; Corey Lamoureux Esq., Township Solicitor.

Also, in attendance was Dean Wolfe, Jen Boyer, Nick Santamore, Rowan Perrotto, Carolyn Scott, Jim Scott, Marty Brandt and Matt and Mary Woolson.

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 a request for the Annville Township Fire Police from Union Water Works to assist with, and aid, traffic control for their Christmas Nativity Event at the Cleona Camp Church.

Motion to approve amended agenda carried unanimously.

**APPROVAL OF MINUTES:**

**November 8, 2023, Regular Meeting:** MOTION by Mr. Perrotto, second by Mr. Lively to approve the minutes of the Regular Meeting held on November 8th, 2023. Motion carried unanimously.

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

President Moore provided an opportunity for public comment:

President Moore presented the 2023 Carol Stewart Award to Marty Brandt for his services on the Zoning Hearing Board and his work with the Annville Free Library.

There was no public comment.

**REPORTS OF STANDING COMMITTEES:**

**Public Works:** The Public Works Report for November was reviewed.

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**Public Safety:**

**Motion** by Mr. Hoover, second by Mr. Perrotto to approve the Police Contract extension for 2024. Motion carried unanimously.

**Property:** Ms. Johnson reported that Phase 3 of the renovation at Town Hall is in the process of being completed.

**Parks & Recreation:**

Mr. Perrotto attended the park meeting on December 2nd, 2023. The pumpkin walk was on October 29<sup>th</sup> and had 350 visitors to the walk, and he added that a bench was donated to the park.

**Finance:** Mr. Embich reviewed the Finance Report for November 2023, highlighting the total income and expenses throughout the year.

**Permits:** Report was reviewed and submitted.

**Annville Activities:**

**Motion** by Mr. Lively, second by Mr. Perrotto to approve the request from the Township Fire Police to help Union Water Works with aid for the Christmas Nativity Event at the Cleona Camp Church. Motion carried unanimously.

**Motion** by Mr. Lively, second by Mr. Hoover to approve the Standing Committee Reports. Motion carried unanimously.

**REPORTS OF SPECIAL COMMITTEES:**

**Executive Sessions:** None were held since the adjournment of the November meeting.

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

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

**Wage & Salary:** Wage and Salary Committee meet on Wednesday, November 15, 2023.

**Motion** by Mr. Moore, second by Mr. Lively to approve the Wage and Salary recommendations for wages for 2024. Motion carried unanimously.

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

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

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**Fire Company:**

Commissioner Lively reviewed Fire Department Report.

**Life Lion Report:** Reviewed the Life Lion EMS Report.

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

**OLD BUSINESS:** Nothing to report this month.

**NEW BUSINESS:**

**1. Approval to adopt the 2024 Township Budgets.**

**MOTION** by Mr. Perrotto, second by Mr. Moore to approve the 2024 Township Budgets. Motion carried unanimously.

**2. Approve Ordinance 685 – 2024 Tax Levy and Appropriations**

**MOTION** by Mr. Lively, second by Mr. Hoover to approve Ordinance 685 the 2024 Tax Levy and Appropriation. Motion carried unanimously.

**3. Approve Ordinance 686 – 2023 Omnibus Ordinance.**

**MOTION** by Mr. Moore, second by Mr. Perrotto to approve Ordinance 686 the 2023 Omnibus Ordinance. Motion carried unanimously.

**4. Approve the 2024 Fee Schedule.**

**MOTION** by Mr. Moore, second by Mr. Hoover to approve the 2024 Fee Schedule. Motion carried unanimously.

**5. Approve Rettew Engineering the 2024 Engineers.**

**MOTION** by Mr. Hoover, second by Mr. Lively to approve Rettew Engineering the Township Planning Engineers. Motion carried unanimously.

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**CORRESPONDENCE:**

1. Ms. Johnson read a thank you card from Mrs. Karen Dugan.
2. Ms. Johnson reviewed that work continues on the Township newsletter and noted it should be completed by end of January 2024.

**PAY BILLS:** **MOTION** by Mr. Hoover, second by Mr. Perrotto 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. Perrotto, second by Mr. Hoover to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 7:18 PM.

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Rex Moore, President

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Candie L. Johnson, Secretary