

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
February 2, 2015**

The February Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:30 PM on February 2, 2015 in the Commissioners' Room of Annville Town Hall, 36 North Lancaster Street, Annville, PA with the following members present: Rex A. Moore, President; James W. Scott, Vice President; Thomas R. Embich, Treasurer; Allen R. Yingst; and Henri B. Lively. Also in attendance were Nicholas T. Yingst, Township Administrator and Board Secretary; Bernard Dugan, Chief of Police; Timothy D. Sheffey, Township Solicitor; Corey Lamoureux, office of the Township Solicitor; Paul Longenecker, Union Hose Fire Company; Marty Parkes, Don Santostefano, and Dr. Lewis Thayne, Lebanon Valley College; Brad Rhen, *The Lebanon Daily News*; Michael Schroeder, East High Street; Rich Raiders, East Main Street; Gordon Kirkessner, Elm Street; Fred and Tanya Richter, Locust Street; Martin Brandt, Larry Kish, and Millie Kish, Maple Street; Jeff Gacono, West Main Street; Edric Fetter and Steve Payton, Annville PH, LP; Gregory Holtzman and Mark Heeb, BL Companies; Douglas C. Dyer, Thomas Stoessel, and Paul Toburen, PinnacleHealth; and Ellie Salahub, North Cornwall Township.

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.

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:

Lebanon Valley College Donation: Noting that Dr. Lewis Thayne was listed on the agenda and was in attendance, President Moore asked him to share his comments with the Board. Dr. Thayne presented a check to the Board of Commissioners in the amount of \$11,450 from Lebanon Valley College (LVC). This represented the second half of LVC's promised donation of \$22,900 to the Township for the college's 2014/2015 fiscal year and the donation was received with appreciation by the Board. Dr. Thayne indicated that LVC's desire was for the Township to remain vibrant and he reflected on the donations the college has made to the Township over the years. He also noted that eight college-owned properties within Annville Township remain on the tax rolls.

Annville PH, LP – New Redevelopment Project: Noting that Annville PH, LP was listed on the agenda and was in attendance, President Moore asked this group to share its comments with the Board. One of the individuals associated with this group, Gregory Holtzman of BL Companies, presented several drawings for a proposed commercial development on the site of the current Annville East Center which would serve as an advanced care center for PinnacleHealth. Thomas Stoessel, a Senior Vice President of PinnacleHealth, then discussed his company's cooperation with Annville Family Medicine over the past few years, noting that this led to Annville Family Medicine becoming a part of PinnacleHealth in January 2015. Mr. Stoessel spoke of the need for providing increased opportunities for primary care within Lebanon County and cited statistics indicating that the county has a higher percentage of residents without a primary care provider than is the case in neighboring counties. He noted that the current Annville Family Medicine building is unable to meet this need and additional square footage would be necessary, especially if PinnacleHealth provided additional health care services in the area. Mr. Holtzman then provided an overview of the anticipated timeframe for this project. He indicated he was working with the Lebanon County Planning Department to determine what zoning variances would be necessary and that he expected the Zoning Hearing Board would need

to meet in the next several weeks to consider these variances. Mr. Holtzman indicated he shortly expected a land development plan would be presented for review and comment by the Planning Commission with possible approval of the plan by the Board of Commissioners targeted for May 2015. He noted that construction could begin as early as the summer of 2015 with the opening of the facility slated for early-2016. Mr. Holtzman then asked the Commissioners if they had any comments or questions, as well as any members of the public who were in attendance. President Moore asked how many people PinnacleHealth anticipated hiring at this location and Mr. Stoessel estimated it would initially be approximately twice the current amount of employees at Annville Family Medicine, with this number increasing over the years. Several Commissioners then engaged Mr. Holtzman on questions concerning traffic for the facility. Mr. Scott and Mr. Embich inquired about the future of the current Annville Family Medicine building and Mr. Stoessel indicated that it would likely be listed for sale. Mr. Embich asked if the redeveloped property would remain on the tax rolls and Mr. Stoessel replied that it would. Gordon Kirkessner asked to speak and, after identifying himself as a member of the Annville Township Planning Commission, he recommended that another route for ingress and egress be provided and noted that a traffic signal may be necessary. He also asked what the plans were pertaining to stormwater management at the site and Mr. Holtzman replied that the stormwater needs at the site had been assessed and the developer intended to meet all stormwater requirements mandated by the Township's ordinance. Mr. Scott inquired as to the number of parking spaces the facility would require and Mr. Holtzman provided this figure, indicating that this number is greater than the current number of parking spaces at the site and that relief from the Zoning Hearing Board would be necessary. Noting this, Administrator Yingst asked the Commissioners if it would be appropriate for him to inform the Township Zoning Officer that a land development plan was anticipated and that the Zoning Hearing Board would likely need to meet and they indicated their consent to this. Mr. Yingst asked about the anticipated hours of operation and Mr. Stoessel indicated that at first the facility would likely be open on weekdays from 8 AM to 8 PM with weekend hours eventually being added. Mr. Scott asked if the current tenants at Annville East Center were aware of this potential change to their site and, after some discussion about this with Mr. Stoessel, Mr. Holtzman indicated that the tenants were likely not aware of it. Fire Chief Longenecker asked to speak and inquired if a fire suppression system would be installed as part of this project. Mr. Holtzman indicated that they intended to be fully compliant with this. Ellie Salahub then asked to speak and expressed concerns about the possible increase in traffic and its effect upon children nearby at the A-C Pool. With no further public comments noted on this subject, President Moore thanked the representatives of Annville PH, LP for their presentation and those in the public who provided comments on it.

Dr. Thayne and the representatives of Annville PH, LP left the Regular Meeting at this point.

Proposed Resolution Concerning Atlantic Sunrise Natural Gas Pipeline: Noting that Martin Brandt was listed on the agenda and was in attendance, President Moore asked him to share his comments with the Board. Mr. Brandt indicated he is a retired geophysicist who previously worked in the energy industry and is a supporter of natural gas as an energy source. As such, while he noted that he does not have expertise with pipelines, he reviewed the proposed resolution concerning the Atlantic Sunrise Natural Gas Pipeline as one who believes that pipelines are necessary. Mr. Brandt then indicated his support for the proposed resolution, finding it to be reasonable and its desire to protect Township infrastructure and the property

rights of those residents on whose property the pipeline would cross to be appropriate. To that end, Mr. Brandt recommended that the Board adopt the proposed ordinance. He further recommended that language be inserted in the resolution requesting that the Federal Energy Regulatory Commission establish an exclusionary zone around the Township's wastewater treatment plant facility, noting that in his experience such zones are commonplace in the energy industry for public facilities. Several Commissioners then discussed with Solicitor Sheffey if such a change could be made to the proposed resolution and how it should be done if the resolution were adopted at this meeting.

Bill Ames arrived at approximately this point of the Regular Meeting.

Atlantic Sunrise Natural Gas Pipeline: Noting that Michael Schroeder was listed on the agenda and was in attendance, President Moore asked him to share his comments with the Board. Mr. Schroeder thanked the Board of Commissioners for hearing comments on the Atlantic Sunrise Natural Gas Pipeline and asked that it adopt the proposed resolution pertaining to it. While he noted his preference would have been for the adoption of an ordinance instead of a resolution, Mr. Schroeder indicated he understood why the Township was wary of doing so based upon the devastating financial consequences experienced by other municipalities who have used the force of law to restrict pipeline construction.

Mr. Santostefano and Mr. Parkes left the Regular Meeting at approximately this point.

Lebanon Valley Destination Marketing Organization (LVDMO): Noting that Bill Ames was listed on the agenda and was in attendance, President Moore asked him to share his comments with the Board. Mr. Ames indicated that he was speaking on behalf of the LVDMO and requesting that Annville Township adopt a resolution supporting the Lebanon County Commissioners' appointment of the LVDMO as the Tourism Promotion Agency (TPA) for Lebanon County. He summarized the history of the TPA over the past decade, noting that the Lebanon Valley Expo Center served as Lebanon County's TPA from 2004 to 2013. Based upon the results of a study, the Lebanon County Board of Commissioners decertified the Expo Center in 2013 and created a transition team to establish a new TPA for the County. Mr. Ames noted that Mr. Scott served on this team and thanked him for his energy and input. He then described that tourism promotion is funded by a hotel tax paid by the guest, collected by the hotel and turned over to the County. This amounts to approximately \$250,000 per year. He explained that the County retains 2% of the proceeds for administrative costs, that 10% of the remaining funds go to a County grant program used to support tourism-related enterprises and a further 35% to the Lebanon Valley Expo—currently the major source of hotel bookings in the County. The remaining 55% is turned over to the TPA to promote tourism. Mr. Ames also indicated that while the Lebanon County Commissioners may appoint an entity as the County TPA, this appointment only becomes effective once municipalities representing a majority of the County's residents adopt resolutions supporting the appointment. To this end, he indicated that representatives of the LVDMO would be visiting every municipality requesting resolutions be adopted supporting its appointment as the County TPA and he iterated his request that Annville Township also do so. Mr. Yingst asked how much annual revenue was generated in Lebanon County from tourism and while Mr. Ames indicated he did not know that figure offhand, he noted that a good general metric is that each dollar spent on promoting tourism results in \$25 in

spending from tourists. The Commissioners then discussed the details of the hotel tax with Mr. Ames, including what establishments are required to charge the tax and the new efforts being made by the County Controller's Office to audit it. Mr. Ames concluded by saying that the LVDMO intends to add members whose dues would also help to fund efforts to promote the Lebanon Valley as a tourist destination.

ADOPTION OF RESOLUTIONS:

Resolution No. 20150202-001 – Atlantic Sunrise Natural Gas Pipeline: Administrator Yingst presented proposed Resolution No. 20150202-001, opposing the currently proposed route of the Atlantic Sunrise Natural Gas Pipeline Expansion Project and requesting that the Federal Energy Regulatory Commission (FERC) disapprove the location of any portion of the pipeline within the Township of Annville or on property owned by the Township. **MOTION** by Mr. Scott, second by Mr. Embich to adopt Resolution No. 20150202-001 as presented, with the addition of language requesting that FERC create an exclusionary zone of suitable size surrounding the Township's WWTP and related facilities, and to instruct the Township Administrator to submit this resolution to United States Congressman Charles W. Dent, FERC, and Williams Partners, LP. Motion carried unanimously and a copy of this resolution is attached hereto and made a part of these minutes.

Resolution No. 20150202-002 – Lebanon County Tourism Promotion Agency: Administrator Yingst presented proposed Resolution No. 20150202-002, indicating the Township's support of the Lebanon County Commissioners' selection of the Lebanon Valley Destination Marketing Organization as the designated Tourism Promotion Agency in Lebanon County. **MOTION** by Mr. Scott, second by Mr. Lively to adopt Resolution No. 20150202-002 as presented and to instruct the Township Administrator to submit this resolution to the Lebanon County Commissioners. Motion carried unanimously and a copy of this resolution is attached hereto and made a part of these minutes.

APPROVAL OF MINUTES: **MOTION** by Mr. Embich, second by Mr. Scott to approve the minutes of the Regular Meeting held January 5, 2015 as presented. Motion carried unanimously.

REPORTS OF STANDING COMMITTEES:

Public Works: The Public Works Report for January 2015 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following items were then discussed in detail:

Public Works 2015 Wage and Equipment Rate Schedule: **MOTION** by Mr. Scott, second by Mr. Yingst to approve the Public Works Wage and Equipment Schedule for 2015 as presented. Motion carried unanimously and a copy of this schedule is attached hereto and made a part of these minutes.

Chapter 94 Report Proposal: At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Mr. Scott to authorize Gannett Fleming to prepare the Chapter 94 report

RESOLUTION NO. 20150202-001

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
THE TOWNSHIP OF ANNVILLE, LEBANON COUNTY, PENNSYLVANIA,
OPPOSING THE CURRENTLY PROPOSED ROUTE OF
THE ATLANTIC SUNRISE NATURAL GAS PIPELINE EXPANSION PROJECT AND
REQUESTING THAT THE FEDERAL ENERGY REGULATORY COMMISSION
(FERC) DISAPPROVE THE LOCATION OF ANY PORTION OF THE PIPELINE
WITHIN THE TOWNSHIP OF ANNVILLE (HEREAFTER "TOWNSHIP") OR
ON PROPERTY OWNED BY THE TOWNSHIP**

WHEREAS, the residents of the Township have an abiding interest in the environmental well-being of the Township, its vital public infrastructure, its irreplaceable natural resources, and their quality of life; and

WHEREAS, the Township in recent years has committed more than \$13 million to the upgrade of the Wastewater Treatment Plant (WWTP) on land owned by the Township but located in North Annville Township, which the Township considers and which in fact is vital public infrastructure; and

WHEREAS, the Atlantic Sunrise Natural Gas Pipeline route proposed by Williams Partners, LP crosses the property on which the Township's WWTP is located; and

WHEREAS, the Township has formally requested of FERC that the proposed Atlantic Sunrise project avoid the Township's WWTP property; and

WHEREAS, the Atlantic Sunrise Natural Gas Pipeline route proposed by Williams Partners, LP crosses the property commonly known as Stone Hill Village; and

WHEREAS, Stone Hill Village is comprised of existing residential homes; and

WHEREAS, the owners of Stone Hill Village have submitted land development plans for future residential development on its property that is yet to be developed; and

WHEREAS, the owners of Stone Hill Village have requested of the Township that the pipeline not cross their property because doing so would impact its current residents and prevent the planned growth and expansion of Stone Hill Village; and

WHEREAS, the Township has a clear and abiding interest in protecting health, safety, and property rights of the residents of the Township and in ensuring the viability of the future tax base of the Township; and

WHEREAS, the Atlantic Sunrise Natural Gas Pipeline Expansion Project as detailed by Williams Partners, LP, could jeopardize vital public infrastructure in the Township, the future tax base of the Township, and the health and safety of the residents of the Township.

NOW, THEREFORE, BE IT RESOLVED, AND IT IS HEREBY RESOLVED by the Board of Commissioners of the Township of Annville, Lebanon County, Pennsylvania, as follows:

Section 1. The foregoing recitals are incorporated in this Resolution by reference and made a substantive part thereof.

Section 2. The Board of Commissioners urges FERC to disapprove of the siting of any section of the Atlantic Sunrise Natural Gas Pipeline Expansion Project within the Township or on the property owned by the Township on which is located the Township's Wastewater Treatment Plant.

Section 3. If any portion of the Atlantic Sunrise Natural Gas Pipeline is permitted by FERC to be located within the Township or on property owned by the Township, the Township urges that:

(a) Regarding the location of the pipeline:

- (i) The pipeline should not be located within or adjacent to any residential development, either existing or planned, and as far as practicable from any such existing or planned residential development; and
- (ii) The pipeline should be located as far as is practicable from Township vital infrastructure, in particular the Township's Wastewater Treatment Plant.

(b) FERC shall require Transcontinental Gas Pipeline Company, LLC ("Transco"), a subsidiary of Williams Partners, LP ("Williams"), to continuously:

- (i) Cause the minimal disruption of private property, natural resources, public roads, and vital public infrastructure including the Township's Wastewater Treatment Plant;
- (ii) Demonstrate and document compliance with the highest level of safety standards, quality of materials, and methods of construction;
- (iii) Treat the property of all Township landowners with respect and provide fair and just compensation for any property affected by the actions of Transco, Williams, and their employees, agents, and contractors and by the location of the pipeline;
- (iv) Provide training to volunteer firefighters and other emergency management agencies regarding any possible hazards and disasters which may arise from the siting, construction, operation, maintenance, repair, and replacement of the gas pipeline; and
- (v) Comply with all stormwater management laws, rules, and regulations and prevent any adverse impact upon the Township's and the County's watercourses and the Chesapeake Bay Watershed.

(c) FERC shall:

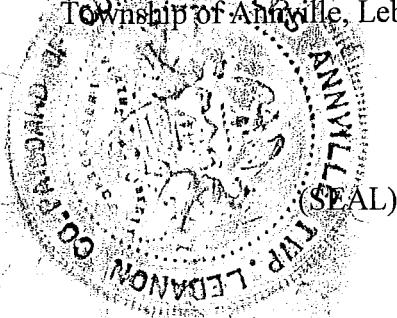
- (i) Create an exclusionary zone of suitable size surrounding the Township's Wastewater Treatment Plant and related facilities; however, the creation of this exclusionary zone around the Township's Wastewater Treatment Plant and related facilities shall not be construed to allow for the placement of the pipeline anywhere within Annville Township, which this resolution explicitly urges against in Sections 2 and 3; and
- (ii) Require Transcontinental Gas Pipeline Company, LLC ("Transco"), a subsidiary of Williams Partners, LP ("Williams"), to adopt and meet construction specifications for that portion of the pipeline which is within one quarter mile of the Township's Wastewater Treatment Plant which will, to the greatest extent practicable from an engineering best practices standard, protect the Township's Wastewater Treatment Plant from any malfunction of the pipeline, including but not necessarily limited to a leak or an explosion, and to present to the Township, at least 60 days prior to the start of construction of the pipeline, the specific construction specifications adopted and to be met to protect the Township's Wastewater Treatment Plant from any malfunction of the pipeline.

Section 4. The Township Administrator is directed to provide U.S. Congressman Charlie Dent with a certified copy of this resolution and request that Congressman Dent immediately deliver these documents directly to the FERC Commissioners.

Section 5. In the event any provision, section, sentence, clause, or part of this Resolution shall be held to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such invalidity, illegality or unconstitutionality shall not affect or impair the remaining provisions, sections, sentences, clauses, or parts of this Resolution, it being the intent of the Board of Commissioners that the remainder of the Resolution shall be and shall remain in full force and effect.

Section 6. This Resolution shall take effect immediately.

DULY ADOPTED THIS second day of February, 2015, by the Board of Commissioners of the Township of Annville, Lebanon County, Pennsylvania, in lawful session duly assembled.



Rex A. Moore, President

Attest:

Nicholas T. Yingst, Secretary

RESOLUTION NO. 20150202-002

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
THE TOWNSHIP OF ANNVILLE, LEBANON COUNTY, PENNSYLVANIA,
SUPPORTING THE SELECTION OF THE
LEBANON VALLEY DESTINATION MARKETING ORGANIZATION
AS THE TOURISM PROMOTION AGENCY
FOR LEBANON COUNTY, PENNSYLVANIA**

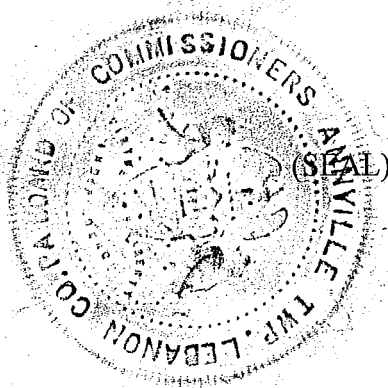
WHEREAS, on January 2, 2015, the Lebanon County Commissioners selected the Lebanon Valley Destination Marketing Organization as the designated Tourism Promotion Agency in Lebanon County; and

WHEREAS, the Pennsylvania Tourism Promotion Act requires consensus from governing bodies of cities, boroughs, towns or townships within said County, having in the aggregate over fifty per centum of the population of said County; and

WHEREAS, the Township of Annville recognizes the opportunity for the promotion of tourism.

NOW, THEREFORE, BE IT RESOLVED AND ENACTED, and it is hereby resolved and enacted by the Board of Commissioners of the Township of Annville, Lebanon County, Pennsylvania that it is in support of the selection of the Lebanon Valley Destination Marketing Organization as the Tourism Promotion Agency for Lebanon County, Pennsylvania.

RESOLVED AND ENACTED this second day of February, 2015.



Rex A. Moore, President

Attest:

Nicholas T. Yingst, Secretary

ANNVILLE TOWNSHIP PUBLIC WORKS DEPT.

WORK DONE FOR JANUARY 2015

- (1) **BOLLARD REPAIRS** 7 repairs this month.
- (2) **POTHOLES** We are starting a list where there are potholes that need repaired.
- (3) **LIGHTS** Repaired 4 St Lights.
- (4) **SNOW** Spent 68 hrs. plowing snow and used 34 tons of salt. Also spent 24 hrs. in D/T area on sidewalks.
- (5) **DUMPSTERS** I would like to keep dumpster schedule same as last year, Wed. 1200-1800 and Sat. 0600-1200.
- (6) **TREE'S** We picked 145 Christmas tree's up and chipped them and then dumped the chippings at the park.
- (7) **QUARRY POND** We flooded the pond for ice skating. There is some snow on it. We will look at it before Winterfest to see if we can get the snow off so it can be skated on.
- (8) **MS4** We did not check any storm drains this month but we sampled outfall at Bachman Rd. where Bogers runs into. The results are attached.
- (9) **2015 RATES** The schedule did not change from last year we just added weed spraying. It will need to be approved (see Attachment).

100

100

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ANNVILLE TOWNSHIP

Wage & Equipment Rate Schedule

(2015)

<u>ITEM</u>	<u>RATE/HOUR</u>
Snow Plowing	
• Small pick-up	\$65.00 per hr
• One Ton truck	\$75.00 per hr
• Five Ton Truck	\$85.00 per hr
Street Sweeper & Disposal	\$105 per hr
Leaf Collection & Disposal	\$105 per hr
Pot-Hole Repair	\$105 per hr plus material
Sign Repair & Installation	\$80 per hr plus material
paint sprayer	\$55 per hr
Backhoe	\$85 per hr plus material
Weed spraying	\$85 per hr plus material
Camera Truck	\$165.00 per hour
Sewer Flusher	\$90.00 per hour
Tank Truck	\$90.00 per hour
Portable Pumps	\$55.00 per hour
Auto Crane	\$55.00 per hour
Skid Steer Loader	\$55.00 per hour
Chipper	\$75.00 per hour
Lawn Tractor	\$50.00 per hour
Weed Wacker	\$10.00 per hour
Laborers	\$55.00 per hour
Supervisors – (L. Powell)	\$75.00 per hour

for the wastewater treatment plant for 2014 at a cost not to exceed \$3,800. Motion carried unanimously.

Laboratory Certification: At the recommendation of the Township Authority, **MOTION** by Mr. Lively, second by Mr. Embich to authorize Keith Heck to take a laboratory certification test at a cost not to exceed \$115. Motion carried unanimously.

Public Safety: The Police Statistical Report for January 2015 was reviewed, a copy of which is attached hereto and made a part of these minutes. The following item was then discussed in detail:

K-9 Agreement: Administrator Yingst indicated that Police Chief Dugan believed it was an appropriate time for the retirement of the Police K-9, Nellie. He also indicated that Sergeant Stickler, who is Nellie's handler, has indicated his willingness to take ownership of and responsibility for Nellie upon her retirement from the Police Department, and an agreement concerning this was presented to the Board for its consideration. Mr. Scott asked if there were any plans to replace Nellie and Chief Dugan indicated that there were not. **MOTION** by Mr. Embich, second by Mr. Scott to approve the agreement transferring ownership of and responsibility for the Police K-9, as presented, and to authorize its execution by the appropriate Township officials. Motion carried unanimously.

Property: Mr. Yingst reported that the Township was continuing to monitor the roof of Town Hall during recent snowstorms and it was noted that no leaks had been observed in the interior of the building. Administrator Yingst also reported that former Township Commissioner Richard F. Charles recently donated a framed 1888 print and a framed 1988 print of Annville to Town Hall and these prints are now displayed in the Commissioners' Meeting Room.

Parks & Recreation and Hazard Mitigation Grant Program (HMGP) Project: Mr. Scott reviewed the Parks & Recreation and HMGP Report for January 2015, a copy of which is attached hereto and made a part of these minutes. The following item was then discussed in detail:

Ratification of Removal of Prohibition to Perform Work: Solicitor Sheffey reported that notice was received of reinstatement of workers' compensation insurance for Penn Earthworks, Inc. Solicitor Sheffey informed Penn Earthworks on February 2, 2015 that the prohibition to perform work was thereby removed and requested that the Board ratify that action, while noting he has also informed Penn Earthworks that proof of automobile liability insurance must be provided. **MOTION** by Mr. Scott, second by Mr. Embich to ratify the action of the Township Solicitor notifying Penn Earthworks, Inc. that the prohibition to perform work was removed. Motion carried unanimously.

Finance: Mr. Embich reviewed the Financial Report for January, highlighting the total income and expenses for the first month of 2015. A copy of the report is attached hereto and made a part of these minutes, and Mr. Embich also spoke of his plans to do trend analysis on certain accounts.

Monthly Statistics From: 1/1/2015 To: 1/29/2015

Total Part I Crimes: 9

Murder: 0
Rapes: 0
Robbery: 0
Assault: 4
Burglary: 0
Larceny: 5
Motor Vehicle Theft: 0
Arson: 0

Total Part II Crimes: 20

Forgery: 1
Fraud: 0
Embezzlement: 0
Stolen Property: 2
Vandalism: 2
Weapons: 0
Prostitution: 0
Sex Offenses: 0
Drugs: 2
Gambling: 0
Family Offenses: 0
DUI: 5
Liquor: 3
Drunkenenss: 2
Disorderly: 0
Vagrancy: 0
All Other: 2

Total Calls for Service: 322

Total Cases: 38

Total Arrestees: 14

Total Suspects: 0

Total Victims: 23

DUI Arrests: 3

Traffic Citations: 41

Non Traffic Citations: 7

Total Warnings: 11

This report summarizes all crime in the period selected and should not be mistaken for a UCR submission

ANNVILLE TOWNSHIP POLICE DEPARTMENT
MONTHLY REPORT SUPPLEMENT
January 2015

Fines received from parking tickets ----- \$985.00

Miles on police cars;

2003 Ford -----	00
2012 Dodge -----	868
2012 Explorer -----	699

TOTAL ----- 1567

Fines received from District Court:

<u>Month of:</u>	<u>Monthly Total, All Citations</u>	<u>Year-to-date</u>
DEC, 2014	\$2362.39	\$2362.39
JAN, 2015		
FEB, 2015		
MAR, 2015		
APR, 2015		
MAY, 2015		
JUN, 2015		
JUL, 2015		
AUG, 2015		
SEP, 2015		
OCT, 2015		
NOV, 2015		
DEC, 2015		

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ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS**STANDING COMMITTEE: PARKS AND RECREATION / HMGP (J. Scott)**

February 2, 2015

HMGP PROPERTIES

On Monday, January 26, Commissioners Moore and Scott, Township Administrator Yingst, SSM Project Engineer Randy Rentschler, and Township Solicitor Tim Sheffey met in Mr. Sheffey's office to conduct a conference call with Penn Earthworks representative Jim Umbriac and Gary Case, representing PEW's bonding company ACSTAR. The purpose of the call was to learn how Penn Earthworks proposed to deal with the situation that found them without the insurance that would have enabled them to proceed and past the deadline by which the project was to have been completed.

The conversation produced some hopeful results.

- Penn Earthworks has provided proof that liability and workers' compensation insurance is in force.
- The asbestos abatement subcontractor, Sargent, expects to be on site by February 5 and complete the work in one week.
- Penn Earthworks will have a demolition crew on site immediately following to tear down 315 South Lancaster Street, dispose of the debris and backfill, topsoil, grade and seed the property. Estimated date for completing this work is February 20, barring delays caused by inclement weather.

QUITTIE CREEK NATURE PARK

In preparation for Destination Annnville's WINTERFEST, the group has asked whether Public Works staff would be able to move the extra benches now stored in the north-east corner of the quarry closer to the entrance. Depending on the weather, the pond surface may also need to be cleared of snow or resurfaced.

The stream bank stabilization project continues to work its way toward the end of Township property. The Watershed Association has secured an additional grant in the neighborhood of one-half million dollars to complete stabilization of the stream bank from the west end of the park to the bridge over 934.

The Park Committee is planning a breakfast in the park as a fundraiser for Saturday, June 20 with June 27 as the rain date. The Committee plans to sell tickets.

Permits: The Permits Report for January 2015 was reviewed, a copy of which is attached hereto and made a part of these minutes.

Annville Activities: Mr. Scott reviewed the Annville Activities Report for January 2015, a copy of which is attached hereto and made a part of these minutes. The following item was then discussed in detail:

Approval for Winterfest: **MOTION** by Mr. Scott, second by Mr. Yingst to authorize Destination Annville's Winterfest at Quittie Creek Nature Park to be held on February 15, 2015 from 1 PM until 4 PM. Motion carried unanimously.

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

REPORTS OF SPECIAL COMMITTEES:

Executive Session: Nothing to report.

Planning Commission: Administrator Yingst reported that the Planning Commission did not meet in January and that it is not expected to meet in February. The following item was then discussed in detail:

Approval of Letter of Credit for Jocham Land Development Plan: Administrator Yingst indicated that a letter of credit had been received for the land development plan for Edward D., Andrew J., and Mark Jocham. He indicated that the Township Engineer and Township Solicitor believed the amount and form of the letter of credit to be adequate. **MOTION** by Mr. Lively, second by Mr. Embich to approve the establishing of a letter of credit for the land development plan for Edward D., Andrew J., and Mark Jocham in the amount of \$66,849.00. Motion carried unanimously.

Economic Development: Administrator Yingst reported that the next quarterly meeting of the Economic Development Authority (EDA) is scheduled for March 25, 2015.

Historic Architectural Review Board (HARB): Administrator Yingst noted that the HARB did not meet in January.

Wage & Salary: Administrator Yingst reported that the Wage & Salary Committee would likely be meeting sometime in February or March to review annual employee performance reviews.

Information Technology: Mr. Scott reviewed the Information Technology Report for January 2015, a copy of which is attached hereto and made a part of these minutes.

Spruce Street Bridge: Mr. Embich reviewed the Spruce Street Bridge Report for January 2015, a copy of which is attached hereto and made a part of these minutes. He reported receipt of a letter from Fred Richter requesting that the bridge design account for pedestrian and bicycle traffic and it was noted that the Township has discussed these issues with Wilson Consulting, the

Permits Report

Month of January 2015

Plumbing Permits issued	_____	_____
Plumbing Licenses issued	<u>1</u>	<u>\$ 25.00</u>
Excavator Licenses issued	<u>1</u>	<u>\$ 25.00</u>
Total Tapping Fees Collected	_____	_____

Tapping Fees

Building Permits

#1-15 513 W. Main St. Fred/Deborah Hess add to structure

Curb/Sidewalk Permits

Street-Cut Permits

Burn Permit

ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS
STANDING COMMITTEE: ANNVILLE ACTIVITIES (J. Scott)

February 2, 2015

New Year's Eve

Destination Annville's New Year's Eve bonfire on the Youth League Field warmed at least 100 revelers on a frigid December 31st and illuminated Annville's flowering heart into its waiting hands at midnight. A/C Fire District apparatus doused the blaze which smoldered on for a couple of days. Public Works supervisor Les Powell was on hand for the lowering and has a plan for improving the descent in future years.

Winterfest

Destination Annville has chosen Sunday, February 15, from 1:00 PM till 4:00 PM for Winterfest on the Quarry Pond in Quittie Creek Nature Park. Numerous events are planned—fire pits for warming, tube soccer, ice skating, trail hikes, a tug-of-war on the ice, and entertainment by an LVC student band. The first 250 attendees will receive a gift bag of coupons good at downtown businesses. In addition, the Free Library is preparing a story walk around the pond. The open field would be used for parking though the group hopes many would choose simply to walk to the park.

There is no plan to reschedule in case of rain or warm weather.

MOTION: Approve the use of Quittie Creek Nature Park as the site for WINTERFEST sponsored by Destination Annville on February 15 from 1:00 – 4:00 PM.

Memorial Day Parade

Planning is about to get underway for this year's parade to take place on Saturday, May 23.

- Annville Township Fire Police will need volunteers from neighboring communities to help manage the event. They have asked the Township to send a formal request for this help stating that our liability policy would cover such volunteers in case of accidental injury.
- The Police Department will also need to prepare the usual request to PennDOT for road closure.

Historic Old Annville Day

Planning for this event is also about to get underway. The date is Saturday, June 13.

- The A/C Fire District wishes the Friends of Old Annville would move the event off of Main Street because the closure would create serious difficulties for emergency responders in the case of a call.
- In addition, the Fire Police explained the difficulty they have in securing sufficient volunteers to staff the day coming as it does just two weeks after the Memorial Day Parade.

The HOAD planning committee will be asked to consider these concerns.

ANNVILLE TOWNSHIP BOARD OF COMMISSIONERS
SPECIAL COMMITTEE: INFORMATION TECHNOLOGY (J. Scott)

VI. - F

February 2, 2015

Joomla Bird has completed the upgrade of our content management software and the site is now live on our Blue Host service provider. Township staff has encountered several difficulties which were swiftly dealt with by the Joomla Bird team. We have approximately three weeks of complementary support remaining to resolve any remaining issues.

The upgrade replaced our weather module with a mini-calendar on the home page. A click on the month or on any one day opens the calendar on a new page. The calendar has the ability to organize events by category. Users can choose to see the notices in just one category or in all of them at once. So far we have established three such categories: Town Hall, Public Works and Events.

We hope this upgrade will have eliminated any malware our hackers may have installed.

Thomas Embich

Agenda Items: VI - G & H

Date: January 29, 2015 report for February 02, 2015 Meeting

Item VI -G SPRUCE STREET BRIDGE

1. Wilson Consulting Group, PC notified the Township that letters have been issued to property owners adjacent to the South Spruce Street Bridge regarding property access for the surveying of the bridge approach and for the bridge design.

ACTION ITEM:

- NONE AT PRESENT

bridge engineer. Mr. Kirkessner asked if the bridge would be constructed above the height of a 50 year or 100 year flood. Administrator Yingst indicated this was asked of the bridge engineer and Wilson Consulting believed that doing so would be cost-prohibitive and cause difficulties concerning additional disturbances within the 100 year floodplain. Mr. Embich noted that Wilson Consulting's strategy would be that the bridge could withstand a flood instead of being higher than the floodwaters. He also indicated he had proposed the bridge design consider floodwater conveyance methods used in Virginia and was informed by Wilson Consulting that these were not permitted in Pennsylvania, and Mr. Kirkessner agreed with that assessment.

Stormwater Management: Mr. Embich reviewed the Stormwater Management Report for January 2015, a copy of which is attached hereto and made a part of these minutes.

Zoning Ordinance Revision: Mr. Scott reported that the Zoning Ordinance Revision Committee is back to work after taking a break for the Christmas holiday. He noted that proposed draft versions of the zoning ordinance and map have been posted to the Township website and that input from the public on these items is welcome. He also indicated that the committee met with representatives from Lebanon Valley College to further discuss the proposal Institutional District and Institutional Overlay and expressed his hope that the revised draft of the ordinance could be completed by spring or early summer.

Fire Department: The Board noted the receipt of the January 2015 Monthly Statistical Report for the Union Hose Fire Company. Mr. Yingst reported that he swore in the officers of the Union Hose at the previous month's fire department meeting.

State Representative Russell Diamond arrived at approximately this point of the Regular Meeting.

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

Fire Chief Longenecker left the Regular Meeting at this point.

OLD BUSINESS:

Proposed Intermunicipal Agreement with Cleona Borough: Mr. Lamoureux provided an update on the status of the proposed intermunicipal agreement with Cleona Borough. He indicated he anticipates Cleona Borough Council will take action on the agreement at its February 2 meeting and that Annville Township should be ready to adopt a resolution authorizing this intermunicipal agreement at its March Regular Meeting.

NEW BUSINESS:

Authorization of Loan Draw Request No. 39/Requisition No. 39 (Wastewater Treatment Plant Improvements Project): At the recommendation of the Township Authority, **MOTION** by Mr. Embich, second by Mr. Yingst to authorize Loan Draw Request No. 39 from the Sewer Construction Fund in the amount of \$1,739.31 and to approve Requisition No. 39 authorizing

ITEM VI -H STORMWATER MANAGEMENT

1. The LCCWA meeting was conducted on Jan. 28, 2015; the next meeting is proposed for March, 2015; no specific date yet set.
The Public Education/Outreach Program is moving well. Five banners which can be displayed as information-education for pollution prevention and stormwater protection are available for loan and display. A draft of an informational "rack card" for township and other business offices is being finalized; cost is \$112.50 per 500 cards. A web version of the card will also be available for MOU members. The Newspaper informational ads are still being reviewed by the subcommittee; cost is estimated at \$2360 for Lebanon Daily News (2 or 3 issues). The proposed Swatara Sojourn and proclamation issuance was noted and I offered that the Annville version be on our website for a model for other organizations/political entities. Annville Township is current with our payments to the LCCWA; some additional may be requested when the rack cards are completed. (NOTE: If anyone wishes to review the information received at the LCCWA regarding the past minutes, last agenda, draft "rack card", or various informational sessions and seminars re MS4 or TMDL seminars, please ask T. Embich)
2. Followup with the discharges to the Quittapahilla via our stormsewer discharge points is in the Public Works packet. A review with local business contributors is being planned.

ACTION: Nothing official currently.

payment to Gannett Fleming for engineering services in the amount of \$1,739.31. Motion carried unanimously.

Property Maintenance Violations and Delinquent Sewer and Trash Fees: Solicitor Sheffey provided a brief update on several liens pertaining to delinquent sewer and trash fees. Administrator Yingst also reported that the violations of the International Property Maintenance Code for the property at 25 West Queen Street have been satisfactorily resolved after more than a year and half and that the condemnation against it has been lifted.

Swatara Sojourn Proclamation: In light of the 27th annual Swatara Sojourn, Mr. Embich presented and read a proclamation declaring May 2 and 3, 2015 as Swatara Creek Sojourn Days, noting how the Township benefits from the Sojourn and the purpose of the Swatara Watershed Association that sponsors the event. **MOTION** by Mr. Yingst, second by Mr. Scott to proclaim May 2 and 3, 2015 as Swatara Creek Sojourn Days as presented by Mr. Embich and to instruct the appropriate Township officials to execute and submit this proclamation to the Swatara Watershed Association. Motion carried unanimously and a copy of this proclamation is attached hereto and made a part of these minutes.

Mr. Rhen left the Regular Meeting at this point.

Authorization of Sale of Properties From Tax Claim Bureau Repository: **MOTION** by Mr. Lively, second by Mr. Scott to authorize the sale of the properties at 21 Stone Hill Park and 55 Stone Hill Park from the Tax Claim Bureau repository at the bid amount as presented and to instruct the Township Administrator to notify the Lebanon County Tax Claim Bureau of this action. Motion carried unanimously.

CORRESPONDENCE: The Board was informed of the following items of correspondence received since its January Regular Meeting:

Trout Unlimited 2015 Annual Fundraising Banquet: Administrator Yingst reported that communication was received from Joseph Connor of the Doc Fritchey Chapter of Trout Unlimited inviting the Commissioners to its 2015 annual fundraising banquet. He noted that the banquet is scheduled for 5 PM on April 11 at the Grantville Holiday Inn and tickets may be purchased for \$30 per person. Mr. Scott indicated that there was also an opportunity to sponsor an advertisement in the banquet program and suggested that the Township consider doing so, and the different costs for the various sizes of advertisements were discussed. **MOTION** by President Moore, second by Mr. Scott to authorize the sponsorship of a full page advertisement in the program for the 2015 annual fundraising banquet of the Doc Fritchey Chapter of Trout Unlimited at a cost of \$100. Motion carried unanimously.

Resignation from Planning Commission: Administrator Yingst reported that communication was received from James M. Ruiz indicating his resignation from the Planning Commission, effective March 31, 2015, and he noted that individuals interested in this position should contact the Township Office.

The Township of Annville, Lebanon County, Pennsylvania proclaims May 2 – 3, 2015 as Swatara Creek Sojourn Days.

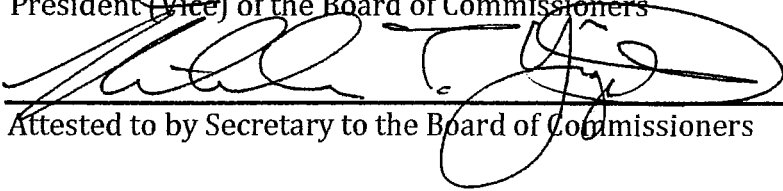
The Swatara Watershed Association, created in 1970, has endeavored to provide the citizens of the Swatara Watershed with a continuously improved resource for drinking, boating, fishing, and general water related recreation by conducting an annual sojourn to pick trash, enjoy the stream, and learn of the resource that is the Swatara Creek.

This year marks the twenty-seventh (27th) anniversary of the Swatara Sojourn.

Annville benefits directly from the efforts of the sojourn by the improvement in water quality of the stream, which is the primary source for three (3) water companies that supply water to the region. Two of these companies provide water to Annville Township, and our wastewater collection and treatment system returns that water via the Quittapahilla Creek to the Swatara Creek. Therefore, we are all part of the global "hydrologic system" that continuously recycles water.

Proclaimed and signed this second day of February, 2015.



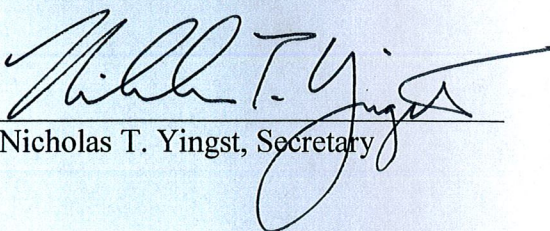
President (Vice) of the Board of Commissioners

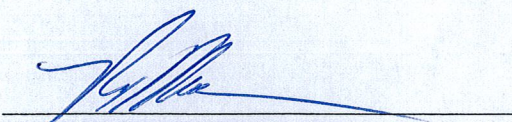
Attested to by Secretary to the Board of Commissioners

North Weaber Street Railroad Crossing: Administrator Yingst reported that correspondence was received from the Pennsylvania Department of Transportation (PennDOT) regarding the Weaber Street crossing of the Norfolk Southern railroad tracks. The letter indicated that PennDOT will be filing an application with the Public Utility Commission for the approval to alter this crossing by installing new lights and short arm gates and requested that the Township provide a local match of up to \$6,500 for design costs. Administrator Yingst noted that he inquired of PennDOT as to why the alteration was necessary and what would happen if the Township did not choose to fund these costs. PennDOT informed him that the alterations would involve improved visibility for motorists, providing the railroad crossing at 5th Avenue in the City of Lebanon as an example of what was being proposed. PennDOT also noted that if the Township did not fund \$6,500 of the design costs Norfolk Southern would be asked to do so; if they also declined, he indicated that the funds allocated for construction of the alterations may be transferred to another site. The Commissioners discussed this in detail, discussing whether the existing signal was sufficient and questioning the high costs of the design for installation of equipment that should be relatively standard from one site to another. Mr. Kirkessner noted his experience dealing with PennDOT concerning railroad crossings and recommended that the Township choose to not participate in funding this. Mr. Yingst noted his frustration that the request was received following the adoption of the 2015 budget. With this in mind, the Commissioners indicated that they were not interested in funding these costs at present and asked Administrator Yingst to communicate this to PennDOT.

PAY BILLS: **MOTION** by Mr. Embich, second by Mr. Scott to ratify the actions of the Township Administrator regarding payment of debts shown on 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. Yingst to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 8:49 PM.


Nicholas T. Yingst, Secretary


Rex A. Moore, President