

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
NOVEMBER 8, 2023**

MEETING MINUTES – NOVEMBER 8, 2023, BOC MEETING

The Regular Monthly Meeting of the Annville Township Board of Commissioners was held starting at 7:00 PM on November 8, 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, John Pellow, Nick Santamore, Gary Kotsch, Michelle Etterline, Vicki Moore, Karen Dugan, Bernie Dugan, Jennifer Linebaugh, Rick Reiders and Dustin Fernille.

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.

MOTION by Mr. Moore, second by Mr. Perrotto to appoint William Stickler the Acting Chief of Police for Annville Township. Motion carried unanimously. Bernie Dugan Jr. presented Chief Stickler with his father's Chief of Police Badge.

APPROVAL OF AGENDA: **MOTION** by Mr. Lively, second by Mr. Hoover to amend the agenda to include a request from 111 West Sheridan Avenue to have a handicap parking space. Also, he added that there was a quorum on Saturday November 4th, at Bernie Dugan's funeral.

Motion to approve amended agenda carried unanimously.

APPROVAL OF MINUTES:

October 3, 2023, Regular Meeting: **MOTION** by Mr. Lively, second by Mr. Perrotto to approve the minutes of the Regular Meeting held on October 3rd, 2023. Motion carried unanimously.

RECOGNITION OF VISITORS AND OPPORTUNITY FOR PUBLIC COMMENT:

President Moore provided an opportunity for public comment:

Mr. Gary Kotch – 1322 E. Main Street addressed the Board on the truck traffic and truck noise on Main Street.

Mr. Rick Reiders – 321 E. Main Street addressed the Board on the use of Jake breaks in the Township. It was noted that there are signs posted for that on all sounds of Town.

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
NOVEMBER 8, 2023**

REPORTS OF STANDING COMMITTEES:

Public Works: The Public Works Report for October was reviewed.

Motion by Mr. Perrotto, second by Mr. Moore to approve South Lancaster Street from Rt. 422 to Cumberland Street become a one way for the Christmas tree placing. Motion carried unanimously.

Public Safety:

Motion by Mr. Lively, second by Mr. Embich to approve the hiring of Amy Shaeffer as a full time Police Officer upon completion of the Civil Service Process. Motion carried unanimously.

Motion by Mr. Embich, second by Mr. Perrotto to approve 311 W. Church Street and 111 West Sheridan Avenue have a handicap parking space installed. Motion carried unanimously.

Property: Ms. Johnson reported that Phase 3 of the renovation are in the process of being completed.

Parks & Recreation:

Mr. Perrotto attended the park meeting on October 22nd, 2023. The pumpkin walk was on October 29th, and he wanted to thank the public works crew for helping with the stream updates by removing a tree.

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

Motion by Mr. Embich, second by Mr. Perrotto to approve Resolution 20231108-1 to appoint Township Administrator Candie L. Johnson the Township Treasurer and Kelly Kulp the Township Assistant Administrator the Deputy Treasurer for the Township. Motion carried unanimously.

Permits:

Annaville Activities:

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

REPORTS OF SPECIAL COMMITTEES:

Executive Sessions: An executive session occurred on November 8, 2023, to discuss property and personnel matters.

Planning Commission: Nothing to report this month.

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
NOVEMBER 8, 2023**

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

Wage & Salary: Wage and Salary Committee will be meeting on Wednesday, November 15, 2023.

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

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

Fire Company:

Commissioner Lively reported that December 2nd, 2023, Santa will be at the Allen Theater and on December 16th, Santa will be coming around the Township on a fire truck. Mr. Lively also reported on the North Annville Fire Departments have been working on merging together.

Life Lion Report: Reviewed the Life Lion EMS Report.

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 this month.

NEW BUSINESS:

1. Approval to advertise the 2024 Township Budget for Adoption on December 5th, 2023.

MOTION by Mr. Lively, second by Mr. Moore to approve the advertising of the 2024 Township Budget for adoption on December 5th, 2023. Motion carried unanimously.

2. Approve the 2024 Meeting Dates.

MOTION by Mr. Lively, second by Mr. Hoover to approve the 2024 Meeting Dates. Motion carried unanimously.

3. Approve the 2024 Holiday Schedule.

MOTION by Mr. Lively, second by Mr. Hoover to approve the 2024 Holiday schedule. Motion carried unanimously.

4. Approve to advertise the 2024 Tax Levy and Appropriations Ordinance.

**MINUTES OF THE ANNVILLE TOWNSHIP
BOARD OF COMMISSIONERS
NOVEMBER 8, 2023**

MOTION by Mr. Perrotto, second by Mr. Lively to approve the advertising of the 2024 Tax Levy and Appropriations Ordinance to be approved on December 5, 2023. Motion carried unanimously.

5. Approve the Resignation of Chris Koehler as of October 9th, 2023.

MOTION by Mr. Lively, second by Mr. Hoover to approve the resignation of Chris Koehler as of October 9th, 2023. Motion carried unanimously.

6. Approve the Panel of Physicians for Workers Compensation Matters.

MOTION by Mr. Embich, second by Mr. Moore to approve the Panel of Physicians for Workers Compensation Matters. Motion carried unanimously.

7. Approval to advertise the 2023 Omnibus Ordinance.

MOTION by Mr. Lively, second by Mr. Embich to approve the advertising of the 2023 Omnibus Ordinance for adoption on December 5th, 2023. Motion carried unanimously.

CORRESPONDENCE:

1. Commissioner Lively thanked Chief Stickler for all he did to honor Chief Bernie Dugan.

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. Lively, second by Mr. Moore to adjourn the Regular Meeting. Motion carried unanimously and the meeting was adjourned at 7:43 PM.

Rex Moore, President

Candie L. Johnson, Secretary