

East Hanover Township, Lebanon County
Municipal Building
1117 School House Road
Annville, PA 17003
May 22, 2023

The Board of Supervisors convened in regular session at 7:30 pm. The meeting was open for the public to attend in person or via ZOOM. Chairman Heagy advised that the meeting was being recorded in order to aid in minute preparation afterwards.

Chairman	-	Edward Heagy	Present
Vice-Chairman	-	Stefan Wentling	Present
Secretary/Treasurer	-	Dennis Grubb	Present

The meeting was called to order by Chairman, Edward Heagy. Heagy led the group in the Pledge of Allegiance to the American Flag.

Resident's Forum

Heagy invited questions/comments from the public.
No comments or concerns were raised.

Meeting Minutes Approval

Heagy advised that the Meeting Minutes from:

-April 24, 2023 Special Meeting – Public Hearing were prepared and presented for approval.

Wentling motioned to approve the minutes, Grubb 2nd the motion and with all three Supervisors voting in favor, the motion passed.

-April 24, 2023 Board of Supervisors Meeting were prepared and presented for approval.

Grubb motioned to approve the minutes, Wentling 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Payment of Bills

The following payments were presented for approval:

Township checks	#9491 through #9540	in the amount of	\$38,251.98
	Automatic withdrawals	in the amount of	\$6,015.65
Ono Sewer Fund checks	#3223 through #3225	in the amount of	\$1,666.27
Ono Sewer – Capital Expenditure	No Checks were written from this account in May.		
Recreation checks	#1839 through #1844	in the amount of	\$1,803.21
Recreation – New Dev. check	No Checks were written from this account in May.		
State checks	#358 through #363	in the amount of	\$18,836.51
Fire Tax Account check	#236	in the amount of	\$7,309.50
Gaming Revenue check	#199	in the amount of	\$70,000.00

Wentling motioned to pay the bills as presented. Grubb 2nd the motion and with all three Supervisors voting in favor, the motioned carried.

Solicitor's Report – Colleen Gallo, Attorney

No items to report.

Township Manager's Report – Erik Harmon

Harmon submitted a written report for the Board of Supervisors consideration. No discussion was necessary on any of those items.

Road Crew – Discuss Potential New Employee – Erik Harmon advised that he would like approval to place an advertisement in the Merchandiser seeking a full-time employee for the Township Road Crew. Wentling motioned to approve running an advertisement in the Merchandiser seeking a full-time employee for the Township Road Crew. Grubb 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Resignation of Tax Compliance Committee Alternate

Harmon asked for approval to amend the agenda to accept the resignation of Wendy Shollenberger, Tax Compliance Committee Alternate.

Wentling moved to amend the meeting agenda to include that matter of accepting the resignation of Wendy Shollenberger as Alternate to the Tax Compliance Committee. Grubb 2nd the motion and with all three Supervisors voting in favor, the motion passed.

After the agenda amendment was approved, the resignation of Wendy Shollenberger from Tax Compliance Committee was addressed.

Grubb motioned to accept the resignation of Shollenberger from the Tax Compliance Committee. Wentling 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Road Foreman’s Report – Howard Lerch

Lerch submitted a written report for the Board of Supervisors’ consideration.

2023 Stone Bids (2nd Bid – PennDOT 2A & Washed AASHTO #8)

Heagy advised that last month, when the stone bids were opened, it was deemed necessary to rebid two of the items. Proper procedure was followed to accept bids for PennDOT 2A and Washed AASHTO #8 materials. Pennsy Supply was the only company to submit a bid for the products, which was as follows:

Stone Products – 2023 2 nd Bid						
Item #	Approx. Quantity	Unit	Description	Remarks	Pennsy Supply	Low Bidder
1	5,000	Ton	PDT SPEC – 2A SUBBASE	Unit price delivered as directed	\$17.92	Pennsy Supply
2	4,000	Ton	PDT SPEC – AASHTO NO. 8 (WASHED)	Unit price delivered as directed	\$31.19	Pennsy Supply

Grubb moved to accept the 2 bids from Pennsy Supply as stated above. Wentling 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Road Projects – Jim Milot, Hanover Engineering

No report was submitted.

Planning Commission Report – Tom Ehrhart, Chairman

Re. Seth Lewis, 41 Bullfrog Road – Stormwater Management Exemption Plan

The Planning Commission has recommended approval of the stormwater management exemption with the condition that any further development of the property will require the approval of a stormwater management plan, and conditioned upon the execution of a stormwater management exemption agreement. A note will be added to the agreement that further development of the property will require the approval of a stormwater management plan.

Grubb moved to accept, Wentling 2nd, all three in favor.

Re. Comprehensive Plan Update

Tom Ehrhart – The committee continues to work on this project. Ehrhart advised that they did have 2 property owners come in and ask for their property to be rezoned to industrial, which will be an item they give consideration to as they work on this project.

Ehrhart indicated that the committee will be working on developing policies concerning short-term rentals within the Township. They are hoping to have a draft proposal for the next meeting.

Property Maintenance & Zoning Report – Erik Harmon

Harmon submitted a written report for the Board of Supervisors' review.

Re. 10846 Jonestown Road – the mechanic lien has been resolved, and the property has been transferred. Proper permits have been applied for in order to proceed with this matter.

Re. 10276 Allentown Blvd – Phil Vandernoot, 10276 Allentown Blvd, attended the meeting to inform the Board that he has cared for all the items (vehicles and debris) listed on the notice of violation that he received. Regarding the minutes from the prior meeting, he clarified that it has been documented that a tornado touched down in Grantville. He requested confirmation that the items from the notice of violation have been resolved and stated that the storm damage from the tornado occurred after the notice of violation was issued. Supervisor Heagy stated that the Township will have the code enforcement officer perform a follow-up inspection to determine if the violations have been resolved.

Mr. Vandernoot asked if the code enforcement officer position is advertised for bids every year, how long has the current company been serving as the code enforcement officer, and what is the contract length. Supervisor Heagy answered that Light-Heigel is appointed annually as the code enforcement officer and they have been serving in that capacity for approximately five (5) years.

Ono Sanitary Sewer - Ono Pump Station - Brad Youst, Hanover Engineering

Youst submitted a written report for the Board of Supervisors to consider. No discussion was necessary.

Recreation Report - H.M. Levitz Memorial Park – Mike Rice, Park Caretaker

Rice submitted a written report for the Board of Supervisors' consideration.

Northern Lebanon High School, Senior Work Day will be held on May 26, 2023. Rice has been preparing for this event. Approximately 70 seniors are signed up to attend the event.

Mike and Erik met with the representative from the Department of Environmental Protection regarding the 5 year inspection. Harmon advised that it went well. No violations. We have a few recommended actions that we will work to put in place.

Northern Lebanon Fire and Emergency Services Reports

April reports were submitted by the NLFES for the Board of Supervisors' review.

Greater Lebanon Refuse Authority – Frankleen Gibson

Gibson had nothing new to report.

Correspondence/Other Items

The Board of Supervisors were made of aware of the following items:

- State Police Fines - \$1,273.33 to be received on 6/1/2023
- GLRA School Education
- \$78 in donations were received from visitors of the Murray School

Upcoming Meeting Dates

Planning Commission (Public format)
Board of Supervisors (Public format)
Public Hearing

Thursday, June 15, 2023 @ 7:30 p.m.
Monday, June 26, 2023 @ 7:30 p.m.
Tuesday, May 30, 2023 @ 7:00 p.m.

Plan Expiration Dates:

Seth Lewis – SWM Exemption – 41 Bullfrog Rd
Kreider Farms – Poultry Plan – Pleasant View/Homestead Roads

July 19, 2023
December 5, 2023

May 2023 - List of Checks – General Fund

Date	Check #	Description	Amount
05/03/2023	9509	Light-Heigel & Associates	1754.24
05/03/2023	9510	Jonestown AG Supply	697.82
05/03/2023	9511	TOSHIBA	153.17
05/03/2023	9512	Kathy J. Sheffy	175.00
05/03/2023	9513	Crystal Springs	25.98
05/03/2023	9514	Howard A. Lerch	15.99
05/03/2023	9515	Lebanon County Conservation	1382.00
05/03/2023	9516	Barley Snyder LLP	634.50
05/03/2023	9517	Barley Snyder LLP	231.00
05/12/2023	9518	Bryan Blatt	1677.98
05/12/2023	9519	Daryl Emrich	438.06
05/12/2023	9520	Howard Lerch	1909.74
05/12/2023	9521	Joshua Kreiser	160.11
05/12/2023	9522	Larry Shuey	283.34
05/12/2023	9523	Michael RJ Rice	470.50
05/12/2023	9524	Erik A. Harmon	1993.52
05/12/2023	9525	Sheila M. Seaman	936.73
05/15/2023	9526	Jonestown AG Supply	88.38
05/15/2023	9527	Hanover Engineering	1902.43
05/15/2023	9528	Hanover Engineering	2836.12
05/15/2023	9529	Blatt & Tillett	2238.27
05/15/2023	9530	Jono Hardware, LLC	94.30
05/16/2023	9531	Light-Heigel & Assoc.	26.80
05/16/2023	9532	Jonestown AG Supply	195.98
05/16/2023	9533	Media One PA	1936.24
05/16/2023	9534	Henry & Beaver LLP	1208.70
05/16/2023	9535	Verizon Wireless	294.63
05/16/2023	9536	Light-Heigel & Assoc.	486.24
05/16/2023	9537	Jonestown AG Supply	119.51
05/22/2023	9538	Executive Image Solutions	100.00
05/22/2023	9539	Executive Image Solutions	423.50
05/22/2023	9540	Hanover Engineering	240.50
05/27/2023	9541	Bryan Blatt	1691.41
05/27/2023	9542	Daryl Emrich	649.73
05/27/2023	9543	Howard Lerch	1879.29
05/27/2023	9544	Joshua Kreiser	706.58
05/27/2023	9545	Larry Shuey	928.65
05/27/2023	9546	Michael RJ Rice	454.73
05/27/2023	9547	Dennis L. Grubb	132.41
05/27/2023	9548	Edward L. Heagy	132.41
05/27/2023	9549	Stefan L. Wentling	132.41
05/27/2023	9550	Dennis L. Grubb	156.42
05/27/2023	9551	Erik A. Harmon	2998.77
05/27/2023	9552	Sheila M. Seaman	983.58
05/27/2023	9553	Bryan L. Blatt	48.00
05/27/2023	9554	Kreiser Fuel Service	46.83
05/27/2023	9555	Staples	160.70
05/27/2023	9556	Met-Ed	302.38
05/27/2023	9557	Elan Financial Services	653.76
05/27/2023	9558	Patrick Mitchell	690.56
05/31/2023	9559	Meyer Oil Company	1829.79
05/31/2023	9560	Principal Funds	756.75
		TOTAL	\$40,466.44

May 2023 – “ACH Transactions” – General Fund

Date	Check #	Description	Amount
05/12/2023	ACH	PA Dept. of Revenue	316.17
05/12/2023	ACH	Dept. of the Treasury	2,444.16
05/26/2023	ACH	PA Dept. of Revenue	433.08
05/26/2023	ACH	Dept. of the Treasury	3,338.78
		TOTAL	\$6,532.19

May 2023 – Ono Sewer Project – Checking Account

Date	Check #	Description	Amount
05/15/2023	3223	Hanover Engineering	56.00
05/15/2023	3224	Hanover Engineering	480.00
05/15/2023	3225	Commonwealth of PA	1,130.27
05/24/2023	3226	Suburban Propane	331.59
05/24/2023	3227	Met-Ed	239.22
05/24/2023	3228	Verizon	57.18
05/26/2023	3229	Jonestown Bank and Trust Co.	14,429.29
		TOTAL	\$16,723.55

May 2023 – Ono Sewer Project – Capital Expenditure Fund

No Checks were written from this account in May 2023.

May 2023 Recreation Fund Checks

Date	Check #	Description	Amount
05/03/2023	1839	General Recreation	1,211.50
05/03/2023	1840	BG's Value Market	19.26
05/03/2023	1841	Pure-Test Water Lab	56.00
05/15/2023	1842	Sattazahn Refuse Removal	155.00
05/15/2023	1843	Espenshade's Plumbing	202.50
05/15/2023	1844	Patriot Cable System	158.95
05/24/2023	1845	Pure-Test Water Lab	102.00
05/24/2023	1846	BG's Value Market	25.07
05/24/2023	1847	Stouffer Equipment Co.	1,936.00
05/24/2023	1848	Met-Ed	407.04
		TOTAL	\$4,273.32

May 2023 – Recreation Fund Checks **(New Development – Recreation Fees)**

No Checks were written from this account in May 2023.

May 2023 – H.M. Levitz Memorial Trust Fund – Checking

No Checks were written from this fund in May 2023.

May 2023 - State Fund Checks

Date	Check #	Description	Amount
05/03/2023	358	Hammaker East, LTD	6,750.00
05/03/2023	359	Pennsy Supply	1,933.40
05/15/2023	360	Pennsy Supply	1,584.89
05/15/2023	361	Pennsy Supply	3,241.36
05/15/2023	362	Keystone Pump & Power	2,031.86
05/15/2023	363	GT&E LLC	3,295.00
		TOTAL	\$18,836.51

May 2023 – Fire Tax Fund Checks

Date	Check #	Description	Amount
05/15/2023	236	Jonestown Borough	7,309.50
		TOTAL	\$7,309.50

May 2023 – Gaming Income Fund Checks

Date	Check #	Description	Amount
05/03/2023	199	Northern Lebanon Fire & Emergency Services	70,000.00
		TOTAL	\$70,000.00

MAY 2023 DEPOSITS

Date of Deposit	Description	Amount
05/02/2023	Recorder of Deeds	9,894.24
05/05/2023	Planning & Zoning Customers:	0
	-Zook, Amos	390.00
	-Zook, Amos	1,500.00
05/05/2023	VT Communications LLC	67.00
05/09/2023	Lebanon Co. Probation	212.07
05/09/2023	District Court	371.08
05/10/2023	Planning & Zoning Customers:	0
	-Mater, Sahar (CC - Certified Payments)	81.00
05/12/2023	Planning & Zoning Customers:	0
	-Gamber, Scott	90.00
	-Miller, Scott A.	480.00
	-Miller, Richard N.	210.00
05/12/2023	Driveway Permit – Dickerson, Fritz	25.00
05/17/2023	District Court	297.14
05/17/2023	Lebanon Co. Commissioners:	0
	-Delinquent Taxes: Muni	183.28
	-Delinquent Taxes: Fire Tax	291.17
05/25/2023	Planning & Zoning Customers:	0
	-Leshner, Karen	1,000.00
05/25/2023	Donations from visitors of the Murray School	78.00
05/26/2023	Planning & Zoning Customers:	0
	-Conlon, Carter	315.00

	-Heisler, Peggy	150.00
	-Balliet, Mark	96.00
	-Dickerson, F. Lee	750.00
	-Page, Mario	375.00
	-Leshner, Karen	270.00
	-Leshner, Karen	150.00
05/26/2023	Driveway Permit - Leshner, Karen	25.00
	Transfer from Prime Investor	0
	Lebanon Co. Treasurer – R.E. Property Tax (muni)	3,855.96
	Interest	106.68
	TOTAL	\$21,263.62

General Fund–Prime Investor		
Date of Deposit	Description	Amount
	Keystone Municipal Collections – EIT - Current	67,627.93
	Interest	1,239.32
	TOTAL	\$68,867.25

Traffic Impact Fee - West – Checking Acct.		
Date of Deposit	Description	Amount
	Interest	0
	TOTAL	\$0

Fire Tax Fund – Checking		
Date of Deposit	Description	Amount
	East Hanover Twp – General Fund (Del. Taxes)	0
	Lebanon County Treasurer – Fire Tax	7,711.84
	Interest	123.58
	TOTAL	\$7,835.42

State Fund – Checking		
Date of Deposit	Description	Amount
05/03/2023	Transferred from Prime Investor	25,000.00
	Interest	13.18
	TOTAL	\$25,013.18

State Fund – Prime Investor		
Date of Deposit	Description	Amount
	Commonwealth of PA – Liquid Fuels Funds	0
	Commonwealth of PA – Road Turnback	0
	Interest	579.79
	TOTAL	\$579.79

Recreation Fund – Checking		
Date of Deposit	Description	Amount
05/05/2023	Park Customers (cc – Certified Payments)	55.00
05/15/2023	Park Customers	145.00
05/26/2023	Park Customers	2,260.00
05/26/2023	Fulton Bank – Trust Fund Required Distribution	6,224.00
05/30/2023	Park Customers	255.00
	Interest	21.99
	TOTAL	\$8,960.99

Recreation Fund – Prime Investor		
Date of Deposit	Description	Amount
	Transfer from Recreation Checking Account	0
	Interest	115.09
	TOTAL	\$115.09

	Recreation – Levitz Park Trust Fund	
Date of Deposit	Description	Amount
	Interest Received	5.37
	Dividends Received	0
	TOTAL	\$5.37

	Recreation - New Development Fees	
Date of Deposit	Description	Amount
	New Development Fees –	0
	Interest	.76
	TOTAL	\$.76

	Ono Sewer Project – Checking Acct.	
Date of Deposit	Description	Amount
05/01/2023	Usage Fees, Reservation Fees & Penalties – CC	160.00
05/01/2023	Usage Fees, Reservation Fees & Penalties – CC	160.00
05/02/2023	Usage Fees, Reservation Fees & Penalties	320.00
05/05/2023	Usage Fees, Reservation Fees & Penalties	169.34
05/12/2023	Usage Fees, Reservation Fees & Penalties	480.00
05/09/2023	Usage Fees, Reservation Fees & Penalties	1,370.00
05/16/2023	Usage Fees, Reservation Fees & Penalties	329.34
05/17/2023	Usage Fees, Reservation Fees & Penalties	178.68
05/24/2023	Usage Fees, Reservation Fees & Penalties	169.34
05/26/2023	Usage Fees, Reservation Fees & Penalties	169.34
	Interest	104.12
	TOTAL	\$3,610.16

	Ono Sewer Project – Capital Expenditure Acct.	
Date of Deposit	Description	Amount
	Interest	40.42
	TOTAL	\$40.42

	Gaming Income Fund – Checking Acct.	
Date of Deposit	Description	Amount
	Commonwealth of PA – Slots	160,000.00
	Commonwealth of PA – Table Games	36,138.89
	Interest	569.61
	TOTAL	\$196,708.50

ACCOUNT BALANCES

General Fund Balances

	General Checking	General Prime Investor	Traffic Impact Fee (West)
05/01/23 Balance	\$73,362.24	\$533,173.00	\$2,167.34
May Deposits	21,156.94	67,627.93	0
May Interest	106.68	1,239.32	0
Total May Funds	\$94,625.86	\$602,040.25	\$2,167.34
May Expenses	-40,466.44	0	0
May Withdrawals	-6,532.19	0	0
05/31/23 Balance	47,627.23	602,040.25	2,167.34
Misc. Adjustment	0	0	0
06/01/23 Balance	\$47,627.23	\$602,040.25	\$2,167.34

Ono Sewer Fund Balances

	Ono Sewer Fund Checking Account	Ono Sewer Fund Capital Expenditures
05/01/23 Balance	\$80,962.35	\$63,426.50
May Deposits	3,506.04	0
May Interest	104.12	40.42
Total May Funds	\$84,572.51	\$63,466.92
May Expenses	-16,723.55	0
May Withdrawals	0	0
05/31/23 Balance	67,848.96	63,466.92
Misc. Adjustment	0	0
06/01/23 Balance	\$67,848.96	\$63,466.92

State Fund Balances

	State Checking	State Prime Investor
05/01/23 Balance	\$5,878.05	\$364,430.42
May Deposits	25,000.00	0
May Interest	13.18	579.79
Total May Funds	\$30,891.23	\$365,010.21
May Expenses	-18,836.51	0
May Withdrawals	0	-25,000.00
05/31/23 Balance	12,054.72	340,010.21
Misc. Adjustment	0	0
06/01/23 Balance	\$12,054.72	\$340,010.21

Recreation Fund Balances

	Recreation Checking	Recreation Prime Investor	Recreation H.M. Levitz Park Trust Fund	Recreation New Development Recreation Fees
05/01/23 Balance	\$33,128.11	\$90,278.87	\$7031.11	\$9,514.86
May Deposits	8,939.00	0	0	0
May Interest	21.99	115.09	5.37	.76
May Dividends	0	0	0	0
Total May Funds	\$42,089.10	\$90,393.96	\$7,036.48	\$9,515.62
May Expenses	-4,273.32	0	0	0
May Withdrawals	0	0	0	0
05/31/23 Balance	37,815.78	90,393.96	7,036.48	9,515.62
Misc. Adjustment	0	0	0	0
06/01/23 Balance	\$37,815.78	\$90,393.96	\$7,036.48	\$9,515.62

Fire Tax Fund Balance

	Fire Tax Fund Checking
05/01/23 Balance	\$90,812.37
May Deposits	7,711.84
May Interest	123.58
Total May Funds	\$98,647.79
May Expenses	-7,309.50
May Withdrawals	0
05/31/23 Balance	91,338.29
Misc. Adjustment	0
06/01/23 Balance	\$91,338.29

Gaming Revenue Fund Balance

	Gaming Revenue Checking
05/01/23 Balance	\$175,713.48
May Deposits	196,138.89
May Interest	569.61
Total May Funds	\$372,421.98
May Expenses	-70,000.00
May Withdrawals	0
05/31/23 Balance	302,421.98
Misc. Adjustment	0
06/01/23 Balance	\$302,421.98

Certificate of Deposits with Jonestown Bank & Trust Co.

East Hanover Twp Account Name	Amount Invested	Date of Initial Investment	Terms
General Fund – Prime Investor	\$500,000	11/04/2022	12 months, 3.97%
Ono Sewer Fund Account	\$100,000	11/04/2022	12 months, 3.97%
Gaming Fund Account	\$300,000	11/04/2022	12 months, 3.97%

With no further business to discuss, Grubb motioned to adjourn the meeting. Wentling 2nd the motion and with all three Supervisors voting in favor, the meeting was adjourned at 7:52 p.m.

Respectfully Submitted,

Sheila M. Seaman
Administrative Assistant