

East Hanover Township, Lebanon County
Municipal Building
1117 School House Road
Annville, PA 17003
October 23, 2023

The Board of Supervisors met in Special Session at 7:00 pm for the purposes of planning the 2024 Budget for East Hanover Township and to discuss any other pertinent Township matters. The meeting was recorded for the purpose of aiding in minute preparation. In attendance at the meeting were the following persons:

Chairman	-	Edward Heagy
Vice-Chairman	-	Stefan Wentling
Secretary/Treasurer	-	Dennis Grubb
Township Manager	-	Erik Harmon
Administrative Assistant	-	Sheila Seaman
Residents:	-	Frankie Gibson

2024 Budget Preparation -

The attendees continued their review of the Township's financial matters in order to develop the 2024 Budget for the Township. At this meeting they reviewed the following funds:

General Fund
Fire Tax Fund
Gaming Fund

Highlights of the items discussed for each fund are indicated below.

General Fund –

Re. 2024 Revenue

Harmon advised that there is not much change projected for the 2024 General Fund Revenue. Reports from the County indicate a slight increase is projected in Real Estate Property Tax Revenue for 2024.

Re. 2024 Expenses

Dirt and Gravel Roads Projects - Harmon advised that he and Road Foreman Lerch met with Karl Kerchner, from the Lebanon County Conservation District, to discuss possible Dirt and Gravel Road Projects that could be carried out in 2024. Two options were discussed:

1. Lake Road - road surface repairs
2. Webster School Road – pipe replacement project

After some discussion on the matter, the Board of Supervisors unanimously decided to pursue the Lake Road repairs as the project to handle in 2024.

Employee Salaries for 2024 – Harmon presented the Board of Supervisors with 4 different proposals for employee salary rates in 2024. After reviewing the proposals, the Board of Supervisors determined to plan their budget for 2024 Employee Salaries based on a 4% wage increase.

Traffic Engineer – Harmon stated that he has solicited for proposals to be accepted for Traffic Engineers for the coming year. To date, he has received 3 responses. They are as follows:

1. Rettew Associates, Inc.
2. HRG (Herbert, Rowland and Grubic, Inc.)
3. TRG - Advised that they would not be submitting a bid as their workload is too full at this time.

Fire Tax Fund –

Harmon advised that he has not received any notification from the NLFES of plans for major equipment purchases in 2024. At this time, the only planned expense from this account in 2024 is payment of the Workman's Compensation fees.

Gaming Fund –

Supervisor Heagy suggested creating a Capital Reserve Fund from the reserves in the Gaming Fund to be used toward the purchase of a new boom mower. The quote received to purchase such a mower was for approximately \$215,000. Heagy suggested setting aside \$100,000 in a Capital Reserve Fund in 2024 toward this future purchase.

Expenditures proposed from the Gaming Fund in 2024 are as follows:

- Donation to NLFES
- Reimburse General Fund for Life Lion EMS fees
- Donation toward Farmland Preservation
- Funding for Maintenance and General Needs at H.M. Levitz Memorial Park
- Donation to J.O.Y. food pantry
- Donations to the Annville and Fredericksburg Libraries
- Road Work/Maintenance

Honoring Ross Henderson, former H.M. Levitz Memorial Park Caretaker –

Harmon reminded the Board of Supervisors that they had considered doing something at H.M. Levitz Memorial Park as a way of honoring the park's former caretaker, Ross Henderson, for his many years of service at the park. Harmon suggested the purchase of an inscribed park bench to place near the pond at the park. Approximately cost for this bench would be \$1,400. The Board of Supervisors unanimously agreed to include such an expenses in the 2024 Recreation Budget.

Zoning Ordinance Amendment, Military Use in the Residential Low Density (RLD) Zoning Area –

Wentling motioned to approve the advertisement of the Zoning Ordinance Amendment regarding Military use in the RLD Zoning Area. Heagy 2nd the motion and with all three Supervisors voting in favor, the motion passed.

With no other business to discuss for this meeting, the Board of Supervisors unanimously agreed to adjourn the meeting at 8:41 p.m.

Respectfully Submitted,

Sheila M. Seaman
Administrative Assistant