

**East Hanover Township, Lebanon County
Municipal Building
1117 School House Road
Annville, PA 17003
March 25, 2024**

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 for the Board of Supervisors meeting held on February 26, 2024, were ready for review and approval.

Grubb motioned to approve the Meeting Minutes from February 26, 2024. 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	#10035 through #10092	in the amount of	\$107,741.30
	Automatic withdrawals	in the amount of	\$3,476.35
Ono Sewer Fund checks	#3299 through #3303	in the amount of	\$5,100.00
Ono Sewer – Capital Expenditure	No Checks were written from this account in March.		
Recreation checks	#1929 through #1935	in the amount of	\$12,785.18
Recreation – New Dev. check	No Checks were written from this account in March.		
State check	No Checks were written from this account in March		
Fire Tax Account checks	No Checks were written from this account in March.		
Gaming Revenue check	#203 through #211	in the amount of	\$149,256.73

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

Re. 10360 Allentown Blvd – Attorney Gallo advised that the property owner brought the property into compliance. The court costs were paid. The court proceeding was cancelled.

Township Manager’s Report – Erik Harmon

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

Road Foreman’s Report – Howard Lerch

Lerch submitted a written report for the Board of Supervisors’

Re. Stone and Oil Bids – A request was made to the Board of Supervisors to grant approval to advertise to receive bids for stone & oil products for the 2024-2025 term.

Grubb motioned to advertise to receive bids for stone and oil products. Wentling 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Road Projects – Rettew

Harmon spoke with the Traffic Engineer. She advised that she is working on the following items:

- A. Working to prepare an estimate to update the Act 209 (Traffic Impact) Ordinance and looking into alternatives.
- B. Working with Township staff and the developer re: Kreider Farms Pleasant View Road improvements.

Planning Commission Report – Tom Ehrhart, Chairman

Re. Scott Stouffer, 15, 17, 19, 21 & 29 Park Drive – Minor Subdivision Plan (Lot Addition Plan)

The Planning Commission recommends the Board of Supervisors approve the following requested modification of the Subdivision and Land Development Ordinance:

-Allowing the plan scale to be 1"=100' instead of the 1"=50' required by §185.15.C.5.

Wentling moved to allow the plan scale modification as requested. Grubb 2nd the motion and with all three Supervisors voting in favor, the motion passed.

The Planning Commission recommends the Board of Supervisors allow proposed lots 1, 2, and 3 to exceed the maximum lot area identified in §250-26, in accordance with §250-25.C(3) based on the geometry of the lots, the presence of hydric soils, and that much of the lots are wooded.

Grubb motioned to approve allowing lots 1, 2 & 3 to exceed the maximum lot area as described in the above paragraph. Wentling 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Re. Comprehensive Plan Update

Ehrhart indicated that the Planning Commission held a public hearing at the 3/21/24 meeting to discuss components of the draft plan. One person from the community was in attendance. No public comments or questions were received at the hearing.

The draft plan was provided to all adjoining municipalities, Lebanon & Dauphin County Planning Departments, and the school district. Comments have been received from North Londonderry Township and East Hanover Township, Dauphin County.

The Board of Supervisors' hearing on this matter will be held prior to the 4/29/24 meeting at 7:00 p.m. The comprehensive plan can be considered for adoption later that evening during the Board of Supervisors meeting.

Property Maintenance & Zoning Report – Erik Harmon

Harmon provided the Supervisors with a written report of the month's activities for their consideration.

Re. 1790 N. St. Rt. 934 – The property owner has requested a 30-day time extension to resolve the issues that are currently not in compliance with the Township Code.

Wentling moved to grant the requested 30-day time extension for bringing the property into compliance for all issues required, except for the installation of smoke detectors. Grubb 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Ono Sanitary Sewer - Ono Pump Station

Brad Youst, Hanover Engineering – Youst submitted a written report for the Supervisors to review.

Harmon advised that the new auto-dialer is up and running and he is looking forward to obtaining the data that this equipment can provide.

Heagy indicated that recently it appears there may be some leaks in the sewer system. He advised that this new equipment can help officials to verify what they believe is happening.

Recreation Report - H.M. Levitz Memorial Park – Mike & Nicole Rice

Rice submitted a written report to update the Board of Supervisors on the work/happenings related to the park.

Re. Request for Donation of Memorial Bench – Harmon advised that a woman called the township office and indicated that she would like to donate a bench in memory of her late husband to be placed within H.M. Levitz Memorial Park. The park caretakers are willing to work with the woman to accomplish this donation and to determine placement of the donated bench in an appropriate location within the park. Heagy advised that he feels any such donations of benches to the park should all be uniform in design/color with what is in the park already. The township could order the benches to assure that the benches conform with what is already in the park. The donor can then provide the funds to the township for payment of the bench.

Grubb motioned to allow the donation of a memorial bench to the park, as long as the individual works through the Township to obtain the bench. Wentling 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Northern Lebanon Fire and Emergency Services Reports

Heagy advised that the February 2024 activity report has been submitted for the Board’s review and that a meeting is scheduled for 9:00 AM on 3/27/2024 at North Londonderry Township to discuss a possible merger of the NLFES with North Londonderry. Harmon will attend that meeting.

Greater Lebanon Refuse Authority – Frankleen Gibson

Gibson reminded the group that the annual Tire Collection will be coming up for the community on May 1, 2024.

Gibson advised that the GLRA will be changing their address on May 1, 2024 to 1800 Russell Road, Lebanon, PA.

Gibson was happy to announce that 25 Northern Lebanon Students were able to tour the GLRA facilities.

Correspondence/Other Items

The following items of correspondence were received and were available for inspection at this meeting:

- FTIG Monthly Newsletter
- Comcast Letter
- Lebanon County Board of Assessment: 212 Angle Road – Real Estate Tax Exemption
- Liquid Fuels Funds Received (\$210,119.27) & Turnback Payment (\$2,400.00)

Upcoming Meeting Dates:

- | | |
|--|--------------------------------------|
| Planning Commission (Public format) | Thursday, April 18, 2024 @ 7:30 p.m. |
| Board of Supervisors - Comp Plan Hearing (Public format) | Monday, April 29, 2024 @ 7:00 p.m. |
| Board of Supervisors (Public format) | Monday, April 29, 2024 @ 7:30 p.m. |

Plan Expiration Dates:

- | | |
|---|---------------|
| Kreider Farms – Poultry Plan – Pleasant View/Homestead Roads | June 2, 2024 |
| Kevin & Pamela Zearfoss – SWM Plan – 34 Park Drive | June 11, 2024 |
| Scott Stouffer – Minor Subdivision (Lot Addition – Park Drive | June 19, 2024 |
| Blatt & Tillett – Stormwater Management Plan – 10630 Allentown Blvd | June 19, 2024 |

March 2024 - List of Checks – General Fund

Date	Check #	Description	Amount
03/06/2024	10052	Executive Image Solutions	622.70
03/06/2024	10053	Blatt & Tillett	109.80
03/06/2024	10054	Blatt & Tillett	1,127.40
03/06/2024	10055	Meyer Oil Company	944.97
03/06/2024	10056	Espenshade's Plumbing	154.00
03/06/2024	10057	Jono Hardware, LLC	9.99
03/06/2024	10058	Jonestown Ag Supply	12.79
03/06/2024	10059	AIA Alera Group	33,276.00
03/06/2024	10060	AIA Alera Group	9,442.00
03/06/2024	10061	SEK, CPAs & Advisors	8,000.00
03/06/2024	10062	PSATS CDL Program	70.00
03/06/2024	10063	TOSHIBA	35.96
03/06/2024	10064	Kreiser Fuel Service	50.73
03/06/2024	10065	Verizon Wireless	295.54
03/06/2024	10066	East Hanover Twp – Recreation	21,788.00
03/06/2024	10067	PA One Call System	37.58
03/13/2024	10068	Bryan Blatt	1,804.36
03/13/2024	10069	Evan C. Schwenk	1,624.71
03/13/2024	10070	Howard Lerch	1,989.48
03/13/2024	10071	Joshua Kreiser	349.69
03/13/2024	10072	Larry Shuey	578.45
03/13/2024	10073	Michael RJ Rice	448.18
03/13/2024	10074	Erik A Harmon	2,042.45
03/13/2024	10075	Sheila M. Seaman	1,127.23
03/25/2024	10076	Penn State Health	4,525.00
03/25/2024	10077	Kreiser Fuel Service	20.00
03/25/2024	10078	Annville Ironwerks	169.90
03/25/2024	10079	NTouchtel.com	177.06
03/25/2024	10080	Meyer Oil Company	363.59
03/25/2024	10081	Executive Image Solutions	423.50
03/25/2024	10082	Executive Image Solutions	100.00
03/25/2024	10083	Hondru Ford	1,896.82
03/25/2024	10084	Home Depot Credit Services	229.00
03/25/2024	10085	Elan Financial Services	136.00
03/25/2024	10086	SEK, CPAs & Advisors	850.00
03/25/2024	10087	Hanover Engineering	171.34
03/25/2024	10088	Light-Heigel & Assoc.	97.50
03/25/2024	10089	Met-Ed	379.81
03/25/2024	10090	Barley Snyder LLP	402.50
03/25/2024	10091	Barley Snyder LLP	52.50
03/25/2024	10092	Barley Snyder LLP	192.50
03/27/2024	10093	Bryan Blatt	1,897.37
03/27/2024	10094	Evan C. Schwenk	1,709.90
03/27/2024	10095	Howard Lerch	2,091.90
03/27/2024	10096	Joshua Kreiser	742.44
03/27/2024	10097	Larry Shuey	587.67
03/27/2024	10098	Erik A. Harmon	2,042.45
03/27/2024	10099	Michael RJ Rice	472.90
03/27/2024	10100	Niccole H Rice	55.03
03/27/2024	10101	Dennis L. Grubb	156.42
03/27/2024	10102	Dennis L. Grubb	132.41
03/27/2024	10103	Edward L. Heagy	132.41
03/27/2024	10104	Stefan L. Wentling	132.41
03/27/2024	10105	Erik A. Harmon	1,224.07
03/27/2024	10106	Howard Lerch	1,397.97

03/27/2024	10107	Michael RJ Rice	1,200.81
03/27/2024	10108	Sheila M. Seaman	1,052.28
03/27/2024	10109	Principal Funds	1,015.62
03/27/2024	10110	Principal Funds	7,428.14
		TOTAL	\$119,601.23

March 2024 – “ACH Transactions” – General Fund

Date	Check #	Description	Amount
03/13/2024	ACH	PA Dept. of Revenue	397.73
03/13/2024	ACH	Dept. of the Treasury	3,078.62
		TOTAL	\$3,476.35

March 2024 – “ACH Transactions” – General Fund – Prime Investor

Date	Check #	Description	Amount
03/06/2024	ACH	Transfer to General Fund Checking	70,000.00
03/15/2024	ACH	Transfer to General Fund Checkin	45,000.00
03/28/2024	ACH	Transfer to PLGIT	250,000.00
		TOTAL	\$365,000.00

March 2024 – PLGIT Checking Account

No checks were written from this account in March 2024.

March 2024 – Ono Sewer Project – Checking Account

Date	Check #	Description	Amount
03/06/2024	3299	Commonwealth of PA	3,383.23
03/06/2024	3300	ALS Group	572.00
03/25/2024	3301	Hanover Engineering	32.50
03/25/2024	3302	Hanover Engineering	634.99
03/25/2024	3303	Met-Ed	477.28
		TOTAL	\$5,100.00

March 2024 – Ono Sewer Project – Capital Expenditure Fund

No Checks were written from this account in March 2024.

March 2024 Recreation Fund Checks

Date	Check #	Description	Amount
03/06/2024	1929	Pure-Test Water Lab	98.00
03/06/2024	1930	Sattazahn Refuse	170.00
03/06/2024	1931	SJ Moyer Mechanical	10,894.00
03/25/2024	1932	Hackman Fire Equipment	211.50
03/25/2024	1933	Patriot Cable System	149.95
03/25/2024	1934	Home Depot	611.27
03/25/2024	1935	Met-Ed	650.46
		TOTAL	\$12,785.18

March 2024 – “ACH Transactions” – Recreation Prime Investor

Date	Check #	Description	Amount
03/08/2024	ACH	Transfer to the Recreation Checking Account	15,000.00
		TOTAL	\$15,000.00

March 2024 – Recreation Fund Checks
(New Development – Recreation Fees)

No Checks were written from this account in March 2024.

March 2024 – H.M. Levitz Memorial Trust Fund – Checking

No Checks were written from this fund in March 2024.

March 2024 - State Fund Checks

No Checks were written from this fund in March 2024.

March 2024 – “ACH Transactions” – State Fund

Date	Check #	Description	Amount
03/18/2024	ACH	Transferred to Prime Investor (portion of Liquid Fuels Funds)	200,000.00
		TOTAL	\$200,000.00

March 2024 – Fire Tax Fund Checks

No Checks were written from this fund in March 2024.

March 2024 – Gaming Income Fund Checks

Date	Check #	Description	Amount
03/06/2024	203	Northern Lebanon Fire & Emergency Services	70,000.00
03/06/2024	204	Lebanon County Conservation	15,000.00
03/06/2024	205	East Hanover Township – Recreation	40,000.00
03/06/2024	206	Jonestown Outreach Pantry	2,500.00
03/06/2024	207	Annsville Free Library	2,000.00
03/06/2024	208	Matthews Public Library	2,000.00
03/06/2024	209	Pennsy Supply	3,438.55
03/25/2024	210	East Hanover Township – General Fund	4,525.00
03/25/2024	211	Pennsy Supply	9,793.18
		TOTAL	\$149,256.73

MARCH 2024 DEPOSITS

Date of Deposit	Description	Amount
03/01/2024	Recorder of Deeds	5476.57
03/06/2024	Transfer from Prime Investor	70,000.00
03/08/2024	P & Z Customers:	0
	-Zook, Amos	732.37
	-Morgan, Bryan	150.00
	-Bachman, Darin	570.00
	-Hoerner, Joshua	285.00
	-Hostetter, Brent	525.00
	-Waybright, Jordan	90.00
	-Sensenig, Royce	615.00
03/08/2024	Driveway Permit – Burns & McDonnell	600.00
03/12/2024	Court Ordered Reimbursement – Singh	499.91
03/13/2024	District Court - #52-3-05	56.13
03/13/2024	Jonestown Borough	640.00
03/13/2024	P & Z Customers:	0
	-Blatt & Tillett	250.00
	-Blatt & Tillett	750.00
03/14/2024	Transfer from Prime Investor	45,000.00
03/22/2024	Lebanon County Probation	453.40
03/22/2024	District Court - #52-3-04	48.47
03/22/2024	Driveway Permit – Fitzpatrick, Stephen	100.00
03/26/2024	P & Z Customers:	0
	-Stouffer, Scott	335.00
	-Stouffer, Scott	665.00
03/26/2024	East Hanover Township – Gaming Fund	4,525.00
03/26/2024	Lebanon County Commissioners:	0
	-Delinquent Taxes – Muni (Clean & Green)	30.55
	-Delinquent Taxes – Muni	56.00
	-Delinquent Taxes – Fire Tax	112.17
03/26/2024	AIA Alera Group	27.00
	Lebanon Co. Treasurer – R.E. Property Tax (muni)	1,856.56
	Interest	38.33
	TOTAL	\$134,487.46

General Fund–Prime Investor		
Date of Deposit	Description	Amount
	Keystone Municipal Collections – EIT - Current	25,462.49
	Interest	1,394.84
	TOTAL	\$26,857.33

Traffic Impact Fee - West – Checking Acct.		
Date of Deposit	Description	Amount
	Interest	.54
	TOTAL	\$.54

PLGIT – Main Fund		
Date of Deposit	Description	Amount
03/28/2024	Transfer from General Fund Prime Investor	250,000.00
	Interest	140.32
	TOTAL	\$250,140.32

Ono Sewer Project – Checking Acct.		
Date of Deposit	Description	Amount
03/08/2024	Usage Fees, Reservation Fees & Penalties	179.99
03/08/2024	Legal Fees – Sewer Reservation Agreement:	0
	-Hartman, Sharon	250.00
	-D'Apollonia, Giovanni	250.00
03/12/2024	Usage Fees, Reservation Fees & Penalties	33.81
03/13/2024	Usage Fees, Reservation Fees & Penalties - CC	552.28
03/16/2024	Usage Fees, Reservation Fees & Penalties – CC	179.99
03/26/2024	Verizon – Refund of Overpayment	17.47
03/29/2024	Usage Fees, Reservation Fees & Penalties	32.57
	Interest	40.53
	TOTAL	\$1,536.64

Ono Sewer Project – Capital Expenditure Acct.		
Date of Deposit	Description	Amount
	Interest	38.88
	TOTAL	\$38.88

Recreation Fund – Checking		
Date of Deposit	Description	Amount
03/08/2024	Transfer from Prime Investor	15,000.00
03/25/2024	Park Customers (cc – Certified Payments)	180.00
	Interest	1.43
	TOTAL	\$15,181.43

Recreation Fund – Prime Investor		
Date of Deposit	Description	Amount
03/11/2024	East Hanover Twp – Recreation	40,000.00
03/11/2024	East Hanover Twp – General Fund	21,788.00
	Interest	155.08
	TOTAL	\$61,943.08

Recreation – Levitz Park Trust Fund		
Date of Deposit	Description	Amount
	Interest Received	8.39
	Dividends Received	2,028.26
	TOTAL	\$2,036.65

Recreation - New Development Fees		
Date of Deposit	Description	Amount
03/08/2024	New Development Fees – Zook, Amos	1,500.00
	Interest	.98
	TOTAL	\$1,500.98

State Fund – Checking		
Date of Deposit	Description	Amount
03/01/2024	Commonwealth of PA – Liquid Fuels Funds	210,119.27
03/11/2024	Commonwealth of PA – Road Turnback	2,440.00
03/07/2024	Commonwealth of PA – Liquor License	400.00
	Transferred from Prime Investor	0
	Interest	177.67
	TOTAL	\$213,136.94

State Fund – Prime Investor		
Date of Deposit	Description	Amount
	Commonwealth of PA – Liquid Fuels Funds	0
	Commonwealth of PA – Road Turnback	0
03/18/2024	Transfer from State Fund Checking	200,000.00
	Interest	392.41
	TOTAL	\$200,392.41

Fire Tax Fund – Checking		
Date of Deposit	Description	Amount
	East Hanover Twp – General Fund (Del. Taxes)	0
	Lebanon County Treasurer – Fire Tax	3,697.01
	Interest	2.51
	TOTAL	\$3,699.52

Gaming Income Fund – Checking Acct.		
Date of Deposit	Description	Amount
	Commonwealth of PA – Slots	0
	Commonwealth of PA – Table Games	0
	Interest	536.44
	TOTAL	\$536.44

ACCOUNT BALANCES

General Fund Balances

	General Checking	General Prime Investor	Traffic Impact Fee (West)	PLGIT
03/01/24 Balance	\$7,437.73	\$766,458.92	\$2,168.97	\$0
March Deposits	134449.13	25,462.49	0	250,000.00
March Interest	38.33	1,394.84	.54	140.32
Total March Funds	\$141,925.19	\$793,316.25	\$2,169.51	\$250,140.32
March Expenses	-119,601.23	0	0	0
March Withdrawals	-3,476.35	-365,000.00	0	0
03/31/24 Balance	18,847.61	428,316.25	2,169.51	250,140.32
Misc. Adjustment	0	0	0	0
04/01/24 Balance	\$18,847.61	\$428,316.25	\$2,169.51	\$250,140.32

Ono Sewer Fund Balances

	Ono Sewer Fund Checking Account	Ono Sewer Fund Capital Expenditures
03/01/24 Balance	\$60,777.67	\$61,022.46
March Deposits	1,496.11	0
March Interest	40.53	38.88
Total March Funds	\$62,314.31	\$61,061.34
March Expenses	-5,100.00	0
March Withdrawals	0	0
03/31/24 Balance	57,214.31	61,061.34
Misc. Adjustment	0	0
04/01/24 Balance	\$57,214.31	\$61,061.34

State Fund Balances

	State <i>Checking</i>	State <i>Prime Investor</i>
03/01/24 Balance	\$26,518.23	\$162,898.43
March Deposits	212,959.27	200,000.00
March Interest	177.67	392.41
Total March Funds	\$239,655.17	\$363,290.84
March Expenses	0	0
March Withdrawals	-200,000.00	0
03/31/24 Balance	39,655.17	363,290.84
Misc. Adjustment	0	0
04/01/24 Balance	\$39,655.17	\$363,290.84

Recreation Fund Balances

	Recreation <i>Checking</i>	Recreation <i>Prime Investor</i>	Recreation <i>H.M. Levitz Park Trust Fund</i>	Recreation <i>New Development Recreation Fees</i>
03/01/24 Balance	\$3,717.25	\$91,417.55	\$10,090.66	\$11,023.57
March Deposits	15,180.00	61,788.00	0	1,500.00
March Interest	1.43	155.08	8.39	.98
March Dividends	0	0	2,028.26	0
Total March Funds	\$18,898.68	\$153,360.63	\$12,127.31	\$12,524.55
March Expenses	-12,785.18	0	0	0
March Withdrawals	0	-15,000.00	0	0
03/31/24 Balance	6,113.50	138,360.63	12,127.31	12,524.55
Misc. Adjustment				
-Service Charge	0	0	-.22	0
04/01/24 Balance	\$6,113.50	\$138,360.63	\$12,127.09	\$12,524.55

Fire Tax Fund Balance

	Fire Tax Fund <i>Checking</i>
03/01/24 Balance	\$13,231.41
March Deposits	3,697.01
March Interest	2.51
Total March Funds	\$16,930.93
March Expenses	0
March Withdrawals	0
03/31/24 Balance	16,930.93
Misc. Adjustment	0
04/01/24 Balance	\$16,930.93

Gaming Revenue Fund Balance

	Gaming Revenue Checking
03/01/24 Balance	\$390,667.78
March Deposits	0
March Interest	536.44
Total March Funds	\$391,204.22
March Expenses	-149,256.73
March Withdrawals	0
03/31/24 Balance	241,947.49
Misc. Adjustment	0
04/01/24 Balance	\$241,947.49

Certificate of Deposits with Jonestown Bank & Trust Co.

East Hanover Twp Account Name	Amount Invested	Date of Initial Investment	Terms
General Fund – Prime Investor	\$350,000	12/07/2023	12 months, 5.00%
Ono Sewer Fund Account	\$100,000	12/07/2023	6 months, 5.00%
Gaming Fund Account	\$300,000	12/07/2023	9 months, 5.00%

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 motion passed and the meeting was adjourned at 7:47 p.m.

Respectfully Submitted,

Sheila M. Seaman
Administrative Assistant