

East Hanover Township, Lebanon County
Municipal Building
1117 School House Road
Annville, PA 17003
September 30, 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. The meeting was 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.

Bob Adams – Mr. Adams was present to voice his disappointment in the passing of the Comprehensive Plan update. He indicated that he would like to have his whole farm zoned “Industrial.” He disagrees with changing it to “Light-Industrial” and just wanted to express his opinion to the Board of Supervisors. The Board of Supervisors pointed out that the zoning isn’t officially changed by making these proposals in the Comprehensive Plan. The Public Hearing to consider amendments to the Zoning Map, including a portion of Mr. Adams’ property, will be held on October 28, 2024 at 7:00 p.m.

Meeting Minutes Approval

Heagy advised that the Meeting Minutes from the Board of Supervisors’ regular, monthly meeting held August 26, 2024 @ 7:30 p.m. and from the Special Session held September 23, 2024 @ 7:00 p.m. were prepared and ready for approval.

Wentling motioned to approve both of the Meeting Minutes listed in the above paragraph. Grubb 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	#10366 through #10438	in the amount of	\$131,838.52
	Automatic withdrawals	in the amount of	\$7,777.73
Ono Sewer Fund checks	#3337 through #3344	in the amount of	\$3,350.47
Ono Sewer – Capital Expenditure	No Checks were written from this account in September		
Recreation checks	#1996 through #2005	in the amount of	\$3,948.88
	Automatic withdrawals	in the amount of	\$45.00
Recreation – New Dev. Check	No Checks were written from this account in September.		
State check	No Checks were written from this account in September.		
Fire Tax Account checks	No Checks were written from this account in September		
Gaming Revenue check	#248 through #257	in the amount of	\$47,138.94

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

Annville Free Library – Marty Brandt and Dylan Fye

Marty Brandt spoke to thank the Board of Supervisors for their past monetary support of Annville Free Library. Brandt asked the Board of Supervisors if they would, again, consider supporting the library when they prepare their 2025 Budget and asked if they could consider raising their donation for 2025 as they are experiencing increased costs in utilities and they are working to be able to provide more favorable salaries for their paid staff.

Brandt introduced the new Director of the Annville Free Library, Dylan Fye. Fye advised that the building expansion project at the library has been completed. Study rooms and community rooms were added to the facility. Foot traffic at the library is up 30% over last year. All is going well.

Solicitor's Report – Collen Gallo, Attorney

No new items to report.

Township Manager's Report – Erik Harmon

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

Re. Trick-or-Treat Date – Harmon advised that Lebanon County has set the date for Trick-or-Treating as Thursday, October 31st from 6-8 p.m. He suggested that the Board of Supervisors follow their lead and set the Township's date on the same night.

Grubb motioned to set Trick-or-Treat night as Thursday, October 31st from 6-8 pm for our Township. Wentling 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Re. 674 Pine Road – Harmon advised that the property owner of 674 Pine Road, which is located in the same area as properties the Township acquired in the past through Hazard Mitigation Buyouts, has asked if the Township would be willing to accept transfer of the 674 property, with the condition that the Township pays for the settlement/title transfer costs. There are not buildings on the property.

Wentling moved to accept transfer of the property located at 674 Pine Road and pay for settlement/title transfer costs to do so. Grubb 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Attorney Gallo's office will take care of handling the transfer/settlement.

Road Foreman's Report – Howard Lerch

Lerch submitted a written report for the Board of Supervisors to consider.

Road Projects – Rettew

No report.

Planning Commission Report – Marvin Smith, Chairman

Re. Blatt & Tillett, 10630 Allentown Blvd – Minor Land Development Plan

Smith advised that the Planning Commission recommends the Board of Supervisors approve the Minor Land Development Plan contingent upon the applicant satisfactorily addressing all comments in the September 19, 2024, Light-Heigel review memo.

Wentling motioned to approve the Minor Land Development Plan for 10630 Allentown Blvd contingent upon the applicant satisfactorily addressing all comments in the September 19, 2024 Light-Heigel review memo. Attorney Gallo noted that the property owners have provided the signed O & M Agreement that is required. Grubb 2nd Wentling's motion and with all three Supervisors voting in favor, the motion passed.

Re. Kreider Farms, Pleasant View Road – Land Development Plan

Smith advised that the applicant has requested a 180-day extension to the plan review deadline. The current deadline is November 29, 2024. The extended deadline would be May 28, 2025.

Nothing new, other than the extension request.

Heagy asked – “Are they having any luck getting the easements that they need to proceed?”

Harmon replied – “They are getting ready to meet with the property owners.”

Wentling motioned to grant the 180-day extension to the Kreider Farm plan review deadline, making the new deadline May 28, 2025. Grubb 2nd the motion and with all three Supervisors voting in favor, the motion passed and the deadline was extended.

Property Maintenance & Zoning Report – Erik Harmon

Harmon submitted a written report to update the Board of Supervisors regarding these matters.

Re. 10175 Jonestown Road – Consider 30-day Extension

Harmon feels this property can now be considered compliant. He will work with the Enforcement Officer to verify compliance. No extension needed.

Re. 1792 N. St. Rt. 934 – Consider 30-day Extension

Harmon indicated that some items have been brought into compliance at this location, however, there are some needs that still are not met. Harmon suggested granting one, last 30-day extension.

Grubb moved to grant a final 30-day extension on the matter. Wentling 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Ono Sanitary Sewer - Ono Pump Station

Brad Youst, Hanover Engineering – A written report was submitted by Youst to update the Board of Supervisors as what projects he has completed.

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

A written report has been submitted by Rice for the Board of Supervisors to review.

Re. “2024 Breakfast with Santa” – Nicole Rice advised that they would like to hold the annual “Breakfast with Santa” event at the park on Saturday, December 14th. Rice asked for the Board of Supervisors’ approval to proceed with the event.

Wentling motioned to approve the “Breakfast with Santa” event for Saturday, December 14th at H.M. Levitz Memorial Park. Grubb 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Re. 20’ x 40’ Concrete Pad Installation at H.M. Levitz Memorial Park – Harmon asked the Board of Supervisors to consider a quote that he obtained to construct a 20’ x 40’ concrete pad at H.M. Levitz Memorial Park to be utilized as a game area by park visitors. Harmon advised that Mike and Nicole Rice advised him of a grant program that Pennsy Supply offers for community projects. Harmon applied for the grant funds to be used for this project and was awarded all of the stone and concrete that will be needed for this project. Therefore, Harmon obtained a bid from Little Mountain Concrete to construct the pad. The quote to perform that work is \$3,600.00.

Grubb moved to award Little Mountain Concrete the job of constructing the new concrete game pad for the quoted price of \$3,600. Wentling 2nd the motion and with all three Supervisors voting in favor, the motion passed.

Re. Patriot Cable – Patriot Cable, the internet service supplier to H.M. Levitz Memorial Park’s caretaker home, has requested permission to attach a wireless transmitter to the Park Cabin. Harmon explained that Patriot Cable has requested permission to attach a wireless transmitter on the roof at the caretaker’s cabin in order to provide service to a potential customer located along Bullfrog Road. Discussion was held on the matter.

Questions to consider:

- Will the caretaker’s cable service be affected by the installation of this device?
- Will the Township receive any type of compensation for allowing the device to be placed within the park?
- Is there a standard lease agreement to enter into if we decide to allow the installation?

Harmon will contact Patriot Cable to have further conversation with the management about this matter.

Re. Apple Cider Festival – Mike and Nicole advised that things are moving along nicely in preparation for the Apple Cider Festival that will be held on October 13th. As the ground has been very wet from the recent rainy weather, they are hoping things dry up a little before the event so that parking is not messy on that day.

Northern Lebanon Fire and Emergency Services Reports

Heagy advised that August 2024 activity reports were submitted for the Board of Supervisors to review.

Greater Lebanon Refuse Authority – Frankleen Gibson

Gibson stated that she had nothing new to report.

Correspondence/Other Items

The following items of correspondence were received at the Township Office and made available for inspection at this meeting for anyone so desiring to review them:

- FTIG Monthly Newsletter
- PSATS News Bulletin

Upcoming Meeting Dates:

Planning Commission & BOS (Public Format)	Thursday, October 17, 2024 @ 7:30 p.m.
Budget Meeting (Public format)	Monday, October 21, 2024 @ 7:00 p.m.
Board of Supervisors (Public Hearing)	Monday, October 28, 2024 @ 7:00 p.m.
Board of Supervisors (Public format)	Monday, October 28, 2024 @ 7:30 p.m.

Plan Expiration Dates:

Scott Stouffer – Minor Subdivision (Lot Addition – Park Drive)	December 16, 2024
Blatt & Tillett – Stormwater Management Plan – 10630 Allentown Blvd	December 16, 2024
Kreider Farms – Poultry Plan – Pleasant View/Homestead Roads	November 29, 2024

September 2024 - List of Checks – General Fund

Date	Check #	Description	Amount
09/04/2024	10386	Light-Heigel & Assoc.	39.00
09/04/2024	10387	Kreiser Fuel Service	54.40
09/15/2024	10388	Bryan Blatt	1,749.18
09/15/2024	10389	Evan C. Schwenk	1,574.82
09/15/2024	10390	Howard Lerch	1,927.81
09/15/2024	10391	Joshua Kreiser	195.66
09/15/2024	10392	Larry Shuey	297.12
09/15/2024	10393	Michael RJ Rice	914.98
09/15/2024	10394	Niccole H. Rice	82.55
09/15/2024	10395	Erik A. Harmon	3,068.67
09/16/2024	10396	Sheila M. Seaman	978.34
09/23/2024	10397	Zimmerman Farm Service	465.08
09/23/2024	10398	Hanover Engineering	145.25
09/23/2024	10399	Hanover Engineering	1,218.59
09/23/2024	10400	NTouchtel.com	176.91
09/23/2024	10401	Kreiser Fuel Service	17.80
09/23/2024	10402	Blatt & Tillett	8,506.85
09/23/2024	10403	Groff Tractor & Equip.	95.12
09/23/2024	10404	BG's Value Market	146.11
09/23/2024	10405	Executive Image Solutions	448.50
09/23/2024	10406	Executive Image Solutions	100.00
09/23/2024	10407	Crystal Springs	26.98
09/23/2024	10408	Elan Financial Services	101.73
09/23/2024	10409	PA One Call System	134.48
09/23/2024	10410	Meyer Oil Company	868.02
09/23/2024	10411	Henry & Beaver LLP	227.50
09/23/2024	10412	Jonestown Ag supply	890.52
09/23/2024	10413	Service Supply Corp	538.69
09/23/2024	10414	Jono Hardware, LLC	292.24
09/23/2024	10415	Gannett Pennsylvania	165.16
09/24/2024	10416	Moyer's Service Center	222.00
09/24/2024	10417	Elan Financial Services	150.00
09/24/2024	10418	Meyer Oil Company	559.99
09/24/2024	10419	Met-Ed	343.40
09/24/2024	10420	Groff Tractor & Equipment	1,396.00
09/24/2024	10421	Monarch Products	53,062.22
09/25/2024	10422	NLFES – Relief Fund	21,566.49
09/27/2024	10423	Bryan Blatt	1,740.48
09/27/2024	10424	Evan C. Schwenk	1,587.55
09/27/2024	10425	Howard Lerch	1,927.81
09/27/2024	10426	Joshua Kreiser	704.81
09/27/2024	10427	Larry Shuey	514.77
09/27/2024	10428	Erik A. Harmon	2,042.45

09/27/2024	10429	Dennis L. Grubb	156.42
09/27/2024	10430	Dennis L. Grubb	132.41
09/27/2024	10431	Edward L. Heagy	132.41
09/27/2024	10432	Stefan L. Wentling	132.41
09/27/2024	10433	Erik A. Harmon	1,224.06
09/27/2024	10434	Howard Lerch	1,397.97
09/27/2024	10435	Michael RJ Rice	1,200.79
09/27/2024	10436	Sheila M. Seaman	903.40
09/30/2024	10437	Michael RJ Rice	530.58
09/30/2024	10438	Niccole H. Rice	91.74
09/30/2024	10439	TOSHIBA	40.64
09/30/2024	10440	Verizon Wireless	297.85
09/30/2024	10441	Light-Heigel & Assoc.	900.00
		TOTAL	\$118,406.71

September 2024 – “ACH Transactions” – General Fund

Date	Check #	Description	Amount
09/16/2024	ACH	PA Dept. of Revenue	395.65
09/16/2024	ACH	PA Dept. of Revenue	38.16
09/16/2024	ACH	Dept. of the Treasury	3,357.40
		TOTAL	\$3,791.21

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

Date	Check #	Description	Amount
09/24/2024	ACH	Transfer to General Fund Checking	55,000.00
		TOTAL	\$55,000.00

September 2024 – “ACH Transactions” - PLGIT Checking Account

No checks were written from this account in September 2024.

September 2024 – Ono Sewer Project – Checking Account

Date	Check #	Description	Amount
09/03/2024	3337	ALS Group USA	572.00
09/24/2024	3338	Hanover Engineering	93.00
09/24/2024	3339	Hanover Engineering	60.50
09/24/2024	3340	Hanover Engineering	65.00
09/24/2024	3341	Commonwealth of PA	2200.46
09/24/2024	3342	Suburban Propane	100.00
09/24/2024	3343	Met-Ed	254.38
09/24/2024	3344	Elan Financial Services	5.13
		TOTAL	\$3,350.47

September 2024 – Ono Sewer Project – Capital Expenditure Fund

No Checks were written from this account in September 2024.

September 2024 Recreation Fund Checks

Date	Check #	Description	Amount
09/24/2024	1997	Met-Ed	477.02
09/24/2024	1998	Ehrlich	480.77
09/24/2024	1999	BG's Value Market	27.74
09/24/2024	2000	Patriot Cable System	149.95
09/24/2024	2001	Sattazahn Refuse Removal	170.00
09/24/2024	2002	Home Depot Credit Services	150.76
09/24/2024	2003	Jono Hardware, LLC	381.47
09/30/2024	2004	BG's Value Market	7.97
09/30/2024	2005	Lebanon Building Supply	1,999.20
		TOTAL	\$3,844.88

September 2024 – “ACH Transactions” – Recreation Fund

Date	Check #	Description	Amount
09/04/2024	ACH	Park Customer – Refund of Credit Card Payment	45.00
		TOTAL	\$45.00

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

No Checks were written from this account in September 2024.

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

No Checks were written from this fund in September 2024.

September 2024 - State Fund Checks

No Checks were written from this fund in September 2024.

September 2024 – Fire Tax Fund Checks

No Checks were written from this fund in September 2024.

September 2024 – Gaming Income Fund Checks

Date	Check #	Description	Amount
09/03/2024	250	Pennsy Supply	1,893.06
09/04/2024	251	Chemung Supply Corp.	1,375.00
09/24/2024	252	Pennsy Supply	1,299.97
09/24/2024	253	Pennsy Supply	4,470.55
09/24/2024	254	Keystone Pump	3,085.36
09/24/2024	255	Collins Trucking	865.00
09/24/2024	256	Monarch Products	28,187.78
09/30/2024	257	Pennsy Supply	4,667.22
		TOTAL	\$45,843.94

SEPTEMBER 2024 DEPOSITS

Date of Deposit	Description	Amount
09/03/2024	Recorder of Deeds	4,108.65
09/17/2024	Lebanon County Commissioners:	0
	-Del Taxes, Muni.	106.14
	-Del Taxes, Fire Tax	204.53
09/17/2024	District Court - #52-3-04	23.47
09/17/2024	District Court - #52-3-05	120.20
09/17/2024	Lebanon County Probation	143.57
09/17/2024	Driveway Permit – Tina Banner	25.00
09/17/2024	P & Z Customers:	0
	-Opazo-Fuentes, Ricardo	123.00
09/18/2024	Commonwealth of PA – 2024 Fire Relief Payment	21,566.49
09/24/2024	Transfer from Prime Investor	55,000.00
09/25/2024	Commonwealth of PA – Pension Reimbursement	19,175.01
	Lebanon Co. Treasurer – R.E. Property Tax (muni)	250.01
	Interest	64.24
	TOTAL	\$100,910.31

General Fund–Prime Investor		
Date of Deposit	Description	Amount
	Keystone Municipal Collections – EIT - Current	20,666.92
	Interest	627.33
	TOTAL	\$21,294.25

Traffic Impact Fee - West – Checking Acct.		
Date of Deposit	Description	Amount
	Interest	.55
	TOTAL	\$.55

PLGIT – Main Fund		
Date of Deposit	Description	Amount
	Transfer from General Fund Prime Investor	0
	Interest	42.38
	TOTAL	\$42.38

Ono Sewer Project – Checking Acct.		
Date of Deposit	Description	Amount
09/03/2024	Usage Fees, Reservation Fees & Penalties	179.99
09/17/2024	Usage Fees, Reservation Fees & Penalties	179.99
	Interest	106.60
	TOTAL	\$466.58

Ono Sewer Project – Capital Expenditure Acct.		
Date of Deposit	Description	Amount
	Interest	33.38
	TOTAL	\$33.38

Recreation Fund – Checking		
Date of Deposit	Description	Amount
09/13/2024	Park Customers – Credit Cards	65.00
	Interest	3.60
	TOTAL	\$68.60

Recreation Fund – Prime Investor		
Date of Deposit	Description	Amount
	Interest	140.82
	TOTAL	\$140.82

Recreation – Levitz Park Trust Fund		
Date of Deposit	Description	Amount
	Interest Received	13.00
	Dividends Received	1,469.49
	TOTAL	\$1,482.49

Recreation - New Development Fees		
Date of Deposit	Description	Amount
	New Development Fees –	0
	Interest	1.07
	TOTAL	\$1.07

State Fund – Checking		
Date of Deposit	Description	Amount
	Commonwealth of PA – Liquid Fuels Funds	0
	Commonwealth of PA – Road Turnback	0
	Transferred from Prime Investor	0
	Interest	24.39
	TOTAL	\$24.39

State Fund – Prime Investor		
Date of Deposit	Description	Amount
	Commonwealth of PA – Liquid Fuels Funds	0
	Commonwealth of PA – Road Turnback	0
	Interest	142.83
	TOTAL	\$142.83

Fire Tax Fund – Checking		
Date of Deposit	Description	Amount
	East Hanover Twp – General Fund (Del. Taxes)	0
	Lebanon County Treasurer – Fire Tax	432.80
	Interest	20.31
	TOTAL	\$453.11

Gaming Income Fund – Checking Acct.		
Date of Deposit	Description	Amount
	Commonwealth of PA – Slots	0
	Commonwealth of PA – Table Games	0
09/18/2024	From CD Investment	300,000.00
09/18/2024	Interest – from CD Investment	11,322.47
	Interest	857.41
	TOTAL	\$312,179.88

ACCOUNT BALANCES

General Fund Balances

	General Checking	General Prime Investor	Traffic Impact Fee (West)	PLGIT
09/01/24 Balance	\$47,190.77	\$380,671.42	\$2,170.05	\$10,428.09
September Deposits	100846.07	20,666.92	0	0
September Interest	64.24	627.33	.55	42.38
Total September Funds	\$148,101.08	\$401,965.67	\$2,170.60	\$10,470.47
September Expenses	-118,406.71	0	0	0
September Withdrawals	-3,791.21	-55,000.00	0	0
09/30/24 Balance	25,903.16	346,965.67	2,170.60	10,470.47
Misc. Adjustment – ck. #10200 void	+735.00	0	0	0
10/01/24 Balance	\$26,638.16	\$346,965.67	\$2,170.60	\$10,470.47

Ono Sewer Fund Balances

	Ono Sewer Fund Checking Account	Ono Sewer Fund Capital Expenditures
09/01/24 Balance	\$85,342.81	\$54,124.81
September Deposits	359.98	0
September Interest	106.60	33.38
Total September Funds	\$85,809.39	\$54,158.19
September Expenses	-3,350.47	0
September Withdrawals	0	0
09/30/24 Balance	82,458.92	54,158.19
Misc. Adjustment	0	0
10/01/24 Balance	\$82,458.92	\$54,158.19

State Fund Balances

	State Checking	State Prime Investor
09/01/24 Balance	\$39,557.78	\$115,783.19
September Deposits	0	0
September Interest	24.39	142.83
Total September Funds	\$39,582.17	\$115,926.02
September Expenses	0	0
September Withdrawals	0	0
09/30/24 Balance	39,582.17	115,926.02
Misc. Adjustment	0	0
10/01/24 Balance	\$39,582.17	\$115,926.02

Recreation Fund Balances

	Recreation Checking	Recreation Prime Investor	Recreation H.M. Levitz Park Trust Fund	Recreation New Development Recreation Fees
09/01/24 Balance	\$21,647.97	\$114,152.02	\$17,317.52	\$12,529.73
September Deposits	65.00	140.82	0	0
September Interest	3.60	0	13.00	1.07
September Dividends	0	0	1,469.49	0
Total September Funds	\$21,716.57	\$114,292.84	\$18,800.01	\$12,530.80
September Expenses	-3,844.88	0	0	0
September Withdrawals	-45.00	0	0	0
09/30/24 Balance	17,826.69	114,292.84	18,800.01	12,530.80
Misc. Adjustment (Srvc Chrg)	0	0	-0.22	0
10/01/24 Balance	\$17,826.69	\$114,292.84	\$18,799.79	\$12,530.80

Fire Tax Fund Balance

	Fire Tax Fund Checking
09/01/24 Balance	\$32,652.84
September Deposits	432.80
September Interest	20.31
Total September Funds	\$33,105.95
September Expenses	0
September Withdrawals	0
09/30/24 Balance	33,105.95
Misc. Adjustment	0
10/01/24 Balance	\$33,105.95

Gaming Revenue Fund Balance

	Gaming Revenue Checking
09/01/24 Balance	\$317,541.76
September Deposits	300,000.00
September CD Interest	11,322.47
September Interest	857.41
Total September Funds	\$629,721.64
September Expenses	-45,843.94
September Withdrawals	0
09/30/24 Balance	583,877.70
Misc. Adjustment	0
10/01/24 Balance	\$583,877.70

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	\$102,477.23	06/27/2024	6 months, 4.980%
Gaming Fund Account *	\$300,000	12/07/2023	9 months, 5.00%

*This CD is currently in the process of being renewed.

Certificate of Deposit with PLGIT

East Hanover Twp Account Name	Amount Invested	Date of Initial Investment	Terms
General Fund – Prime Investor	\$240,000	04/11/2024	9 months, 5.45%

Having 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 7:53 p.m.

Respectfully Submitted,

Sheila M. Seaman
Administrative Assistant