

**North Cornwall Township
General Meeting Minutes
March 5, 2019**

Call to Order:

The March 5, 2019 meeting of the North Cornwall Township Board of Supervisors was called to order by Mr. Wahmann at 7:00 pm with the Pledge of Allegiance to the Flag.

In attendance were Supervisors Michael Wahmann, Chairman, Michael Deitzler, Vice-Chairman, Samuel Abram, Jr., Treasurer, Thomas J. Long, Sr., Township Manager, Steve Sherk of Steckbeck Engineering, and Amy Leonard of Henry & Beaver Law Firm.

Others in attendance are listed on the attached sign-in sheet.

Executive Session:

There was an executive session held February 22, 2019 with Mr. Wahmann and Mr. Abram. The session also included Bob Dowd, Lebanon County Department of Emergency Services Director, Lebanon County Commissioner Bob Phillips, and Jamie Wogelmuth, Lebanon County Administrator to discuss development of Lebanon County Department of Emergency Services' land acquisition.

Public Comment: None

Plan Briefing:

Discussion/Action: Meadow Lane Farms - Marc DeSouza and Bill Swanick presented land development plans and discussed possible changes to bring the plans into compliance. All parties agreed there are too many issues to address at this meeting. Mr. DeSouza and Mr. Swanick will meet with the Supervisors at another time and work towards a solution.

Discussion/Action: Tranquility Stables – Alex Kinzey of Steckbeck Engineering requested a waiver for the preliminary final approval for Tranquility Stables to build indoor riding arena/stables. The original stables that were out of zoning compliance will be used only for storage, thus there is no longer a need to move the structures. All zoning permits were obtained from North Cornwall Township. ACTION: Mr. Abram motioned to grant the waiver to Preliminary Final Plan Approval for Tranquility Stables. Mr. Deitzler seconded the motion, and all voted in favor. ACTION: Mr. Abram motioned to approve Tranquility Stable conditional approval based upon final legal agreements and financial security. Mr. Deitzler seconded the motion, and all voted in favor.

Discussion/Action: LINLO Properties at 550 Isabel Drive – Todd Stager, Engineer, and Lowell Gates, owner of LINLO presented the plans for a medical office building that will include four offices. The plans were recommended by the Planning Commission for a preliminary approval. Mr. Sherk has not had chance to look at the plans but will do so soon. Mr. Stager and Mr. Gates are asking for a waiver for the preliminary final and a waiver of the fee in lieu of traffic study. They have three leases already signed and expect to break ground in mid-April and complete construction by August. ACTION: Mr. Abram moved to grant a waiver for Preliminary Final Plan. Mr. Deitzler seconded the motion, and all voted in favor. ACTION: Mr. Abram moved to grant a waiver to receive a fee in lieu of the traffic study in the amount of \$5,000 for the Linlo Project. Mr. Deitzler seconded the motion, and all voted in favor. ACTION: Mr. Abram motioned to approve the Linlo Project conditional approval based upon final legal agreements and financial security. Mr. Deitzler seconded the motion, and all voted in favor.

Township Engineer Report:

Discussion/Action – North Cornwall Road Reclamation Project. Mr. Sherk stated the North Cornwall Road Reclamation project is ready for advertisement and needs a motion from the Board. ACTION: Mr. Wahmann

moved to advertise for bids for work on the North Cornwall Road Reclamation project. Mr. Abram seconded the motion, and all voted in favor.

Mr. Sherk also noted he and Ms. Leonard are discussing the SALDO.

PUBLIC SAFETY

Police Dept.:

Discussion/Action: Chief Leahy was not in attendance. Mr. Wahmann reported the Metro system currently used by the NCT police is being phased out and will no longer support our computer system. He is recommending purchasing the Cody Records Management system. The cost will include installation, integration and it covers two years of maintenance fees. There are enough funds in the Police budget to cover the cost of the purchase and there are incentives/discount from Cody until April towards the purchase. ACTION: Mr. Wahmann moved for the approval to purchase the Cody Records Management system not to exceed \$26,000. Mr. Deitzler seconded the motion, and all voted in favor.

Zoning / Code / Planning Commission Report:

The next meeting is March 27, 2019 at 7:00 pm at the Township office.

Fire Dept:

Discussion/Action: Mr. Long stated Neversink is requesting the Tahoe as the new DO vehicle. Mr. Abram reviewed the request for the new vehicle and suggested the vehicle be jointly titled between the Township and Neversink. ACTION: Mr. Wahmann moved to approve the sale of the 2019 Chevy Tahoe from Hondru through the Costar program at a cost of \$41,395 and as part of that the North Cornwall Township obligation is not to exceed \$20,000. Mr. Abram seconded the motion, and all voted in favor.

Discussion/Action: Lebanon County Department of Emergency Service/Box Cards – Lebanon County Department of Emergency Services requested Neversink Fire to complete new Box Cards for their new computer aided dispatch (CAD) system, and for North Cornwall Township to authorize/approve the new Box Cards. ACTION: Mr. Wahmann moved to adopt the Lebanon County Department of Emergency Services Box Cards plan. Mr. Deitzler seconded the motion, and all voted in favor.

Discussion/Action: Lebanon County Department of Emergency Services Operations Plan – PA Emergency Management Services Code mandates for North Cornwall Township to maintain an Emergency Operations Plan for the prevention and minimization of injury and damage caused by a major emergency or disaster. The Plan is to be reviewed every two years. ACTION: Mr. Wahmann made a motion to approve the Lebanon County Department of Emergency Services Operations Plan, Resolution #2019-10. Mr. Abram seconded the motion. All voted in favor.

PUBLIC WORKS

Park & Recreation:

The next meeting is March 18, 2019.

Discussion/Action – North Cornwall Township Park and Facilities Use Rental Agreement. Mr. Long and Ms. Leonard added non-profit organizations to the Agreement as exempt from payment and are looking for the Board to adopt the Agreement. Mr. Wahmann made a motion to approve the Park and Facilities Use Rental Agreement. Mr. Deitzler seconded the motion. All voted in favor.

Highway/Recycling:

Mr. Long stated he wishes to table the rubber roof replacement quotes for the rear of the Township building as he is still waiting on a third quote.

Sanitary Sewer/MS4 Stormwater:

Discussion/Action – Mr. Long reported Tim Hoffer of Act One recommended the full security release for

Greystone Crossing Phase 3 sanitary sewer system. ACTION: Mr. Wahmann moved to release the financial security for Greystone Crossing Phase 3 in the amount of \$15,883.08. Mr. Deitzler seconded the motion. All voted in favor.

Discussion/Action – Mr. Long reported the Sanitary Sewer 2019 Rehab Project bid opening was last Friday. The bid was awarded to Abel Recon in the amount of \$109,454.73. ACTION: Mr. Abram motioned to award the Sanitary Sewer Rehab project to Abel Recon in the amount of \$109,454.73. Mr. Deitzler seconded the motion. All voted in favor.

ADMINISTRATION

Approval of Minutes:

Mr. Abram made a motion to approve the minutes from the February 19, 2019 meeting as written. Mr. Deitzler seconded the motion. All voted in favor.

Manager's Report:

Mr. Long reported on the following items:

- Mr. Hilbert requests job descriptions and salaries for all Township employees. The information will be gathered and released to him.
- PSATS salary survey
- Zinn's Insurance – Workers Compensation reporting and clarifications were reached, and Mr. Long will distribute the information to the Chief and the Township office. It will also will be added to the North Cornwall Township employee handbook.
- The Spring newsletter will soon go out and includes the new polling information for the Township.

Treasurer's Report/Fund Balance Report:

Mr. Abram presented the Treasurer's report. The Board reviewed receipts, expenditures, and fund balances as listed on the agenda. Mr. Wahmann made a motioned to approve the Treasurer's report. Mr. Deitzler seconded the motion. All voted in favor.

New Business: None.

Old Business: None.

Solicitor's Report:

Ms. Leonard noted she has advertised for the Ehrgood Zoning Pubic Hearing scheduled for March 19, 2019 at 6:00pm. After the Public Hearing the Township can go into the regular Supervisor meeting and take action on the matter. Ms. Leonard stated Mr. Harlan said the Creekside Final Dedication is complete and there should be a Resolution to accept the Dedication.

Supervisor's Report: None.

Additional Public Comment: None.

Adjournment:

Mr. Wahmann made a motion to adjourn the meeting. Mr. Deitzer seconded the motion. All voted in favor. Meeting was adjourned at 8:38pm

Respectfully Submitted,
Thomas J. Long, Sr.
Township Manager
TJL/jt