

**North Cornwall Township  
General Meeting Minutes  
September 1, 2020**

**Call to Order:**

The September 1, 2020 meeting of the North Cornwall Township Board of Supervisors was called to order by Mr. Abram at 7:00 pm with the Pledge of Allegiance to the Flag.

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

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

**Executive Session:**

Executive Session was held on August 18, 2020 to discuss Legal matters.

Executive Session was held on September 1, 2020 to discuss Personnel matters.

No Action was taken at either Executive Session.

**Public Comment:** None

**Plan Briefing/ Presentation Request(s):**

Discussion/Action – Jill Fidler and Dave Cherrington of Fulton Bank presented the Check and ACH Fraud Protection service available to the Township. The service adds a layer of protection to the Township accounts against unauthorized transactions. Ms. Fidler noted check fraud has been prevalent in Lebanon County during the Covid-19 shut down. The Board of Supervisors asked pointed questions regarding Fulton Bank protocols and procedures for account safety. The Board remains skeptical of the need for this service and have opted to try it for three months and reassess the situation in the new year. ACTION: Mr. Abram moved to pay Fulton Bank the Check Fraud and ACH Positive Pay Fraud Protection monthly fee until the end of 2020. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action –LCPD Wilhelm and Cornwall Road Realignment Project. Mr. John Fitzkee of Lebanon County Planning Department reported the Wilhelm project is closer to final design. Right of Way issues need to be sorted out for things to proceed forward. The house, which is owned by the County, is vacant and must be demolished. Ms. Leonard will work on a Conveyance Deed. ACTION: Mr. Wahmann moved to authorize Ms. Leonard to negotiate and work with the County of Lebanon for the transfer of land at 1320 Cornwall Road. Mr. Sell seconded the motion, and all voted in favor.

**Township Engineer Report:**

Mr. Sherk updated the Board regarding the Land Transfer at 22<sup>nd</sup> Street Survey and expects to be filing something in the next month or so with the County. Mr. Long asked Ms. Leonard about Walnut Alley ownership. Currently there is no clear documentation stating the Alley belongs to the Township. The Township has been maintaining the alley for many years, but cannot confirm it is the land owner. Ms. Leonard is investigating ownership, and Justin will check the Township Authority records. Perhaps there is documentation in those archives.

Discussion/Action - Mr. Sherk discussed the extension letter from Matthew & Hockley Associates regarding the Irwin Nolt Nursery Land Development Plan. Matthew and Hockley have granted an extension of 120 days, and he advises to accept the extension. ACTION: Mr.

Abram motioned we accept the Nolt Nursery Land Development extension. Mr. Sell seconded the Motion. All voted in favor.

Mr. Sherk reported on the ten (10) Township Bridge Inspections. The field and wetland investigations are almost complete. Most are ready to go to DEP for registration by Thanksgiving. No bridge replacement is needed, which is good news.

Lastly, Mr. Sherk discussed the Rte. 72/Cornwall Rd./Rocherty Rd./Isabel intersection improvements. He did an inspection at the end of July and forwarded a punch-list of items that need to be addressed. He has not heard back from anyone, so he emailed Mr. Hostletler at construction management. Mr. Hostletler will have answers to Mr. Sherk by the end of this week. Also, the mowing of the area is the responsibility of the contractor, not the Township.

## **PUBLIC SAFETY**

**Police Dept.:** None

### **Zoning / Code / Planning Commission Report:**

None. The next meeting is scheduled for September 30, 2020 at 7:00 pm.

**Fire Dept:** Will begin attending the mid-moth Supervisor meetings as of September 15, 2020.

## **PUBLIC WORKS**

### **Park & Recreation:**

Meetings cancelled until further notice.

### **Highway/Recycling:**

Discussion/Action – Recycling DEP Grant Application. Ms. Leonard stated to qualify for the Recycling Grant the Township must update some of the language in the Ordinances regarding open burning and recycling. She is requesting approval to advertise the updated Ordinances and noted the Township will need to adopt the Ordinances at the September 15, 2020 Supervisor's meeting. ACTION: Mr. Wahmann moved to authorize Ms. Leonard to advertise Ordinances 318, 319, and 320. Mr. Sell seconded the motion, and all voted in favor.

Discussion/Action – The hiring of the Highway department position. Mr. Gruber has all the qualifications and experience needed for the position, as well as a current CDL. Mr. Long noted Mr. Gruber will start on September 21, 2020 with a starting wage of \$21.00 per hour. ACTION: Mr. Sell moved to hire Michael Gruber for the Highway Worker, Level 2 position. Mr. Wahmann seconded the motion, and all voted in favor.

### **Sanitary Sewer/MS4 Stormwater:**

Mr. Long and Ms. Leonard will be meeting on September 2, 2020 regarding the NCT – Cleona Sanitary Sewer Shared Cost Agreement. Ms. Leonard has some comments before the Agreement is forwarded to the Cleona Authority for review.

## **ADMINISTRATION**

### **Approval of Minutes:**

Mr. Abram made a motion to approve the minutes from the August 18, 2020 meeting as written. Mr. Sell seconded the motion. All voted in favor.

### **Treasurer's Report/Fund Balance Report:**

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

**Manager's Report:**

**Administrative Office - Misc. Activities & Correspondence:**

Mr. Long presented the following Correspondence for the Board to review:

Zinn's Insurance meeting scheduled for September 9, 2020 to review and discuss the coverage for 2021.

Creekside HOA request for No Parking signage at the bridge. The HOA states those who fish at the bridge are parked in the grass and causing damage. The Board agreed to place millings in a few Township owned areas so the fishermen will be able to park.

Leadership Lebanon Valley Day is September 8, 2020 and will be meeting at Gloninger Woods Park.

A resident letter with street sweeping suggestions.

Request to use Snitz Park for Soccer Games. The Board agreed to allow for soccer games at Snitz if all Waivers are completed.

**New Business:** None

**Old Business:**

Discussion/Action: Fieldcrest Road, Stieg Property ROW. Mr. Long and Mr. Sell discussed the removal of some of the shrubbery with Mr. Stieg at his property to improve the sight distance on Fieldcrest Road. The Township is willing to remove the obstructive shrubs and replace with new in another area of Mr. Stieg's property. Mr. Stieg approved the idea. Mr. Long is working on obtaining quotes from landscaper companies.

**Solicitor's Report:**

Ms. Leonard noted she received an email earlier today regarding the Garden Oaks proposal and has not had time to review it before tonight's meeting. Ms. Leonard also stated the 3325 Oak Street plan is stalled with no Financial Security in place.

**Supervisor's Report:** None.

**Additional Public Comment:** None.

**Adjournment:**

Mr. Abram motioned to adjourn the meeting. Mr. Sell seconded the motion. All voted in favor. The Meeting was adjourned at 8:10PM.

The Meeting was readjourned at 8:13 to discuss and take Action on the Fulton Bank fraud protection service offer.

Mr. Abram motioned to adjourn the meeting. Mr. Sell seconded the motion. All voted in favor. The Meeting was adjourned at 8:19PM.

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