

**North Cornwall Township
Mid-Month Meeting Minutes
January 21, 2020**

Call to Order:

The January 21, 2020 meeting of the North Cornwall Township Board of Supervisors was called to order by Mr. Abram at 6:00 pm with the Pledge of Allegiance to the Flag.

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

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

Executive Session: None

Public Comment: None

Plan Briefing/ Presentation Request(s) None

Township Engineer Report:

Discussion/Action – Bennett LDP Project – Off-site Stormwater Easement/Construction. Mr. Steckbeck presented the history of the stormwater easement including the flooding of Rt. 422 at the Dairy Queen West, and the construction of the Bennett LDP Project.

Bennett has already agreed to the long-term maintenance of the two structures and piping on the north side.

Work being done by Arthur Funk & Sons will be stopped for approximately 3 – 4 months.

Ms. Leonard stated that Bennett would like North Cornwall Township to obtain the ROW from the property owners (2) on the south side. Mr. Steckbeck will request that Bennett maintain the south side as well.

Mr. Wahmann made a motion to allow Ms. Leonard to contact the homeowners regarding easement negotiations for the Bennett Project. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – NCC – Springwood Phase 3 LDP, Financial Security Reduction Request. Rettew Associates submitted a letter requesting a reduction in financial security. Mr. Wahmann made a motion to approve a reduction of \$366,025.29 in financial security making the balance \$481,156.85. Mr. Sell seconded the motion. All voted in favor.

Discussion – NCC – Springwood LDP Submission Policy Memorandum. This is an internal policy/procedural document that can be used to set a protocol/guideline for a project that doesn't match the approved plan.

Discussion – FEMA Flood Insurance Rate Map & Flood Study Report. Mr. Sherk stated that FEMA has been working on the Lebanon County Map revisions for that past 2 – 3 years. Most of the changes are in the western portion of the county. The Flood Insurance Rate Map will become effective on July 8, 2020. In order for the Township to continue participation in the National Flood Insurance Program, we need to make sure that the Flood Plan Ordinance/Regulations are consistent with FEMA requirements.

Discussion/Action – Township Bridge Inspection Reports, Meeting with Wilson Bridge Engineers. None of the Township bridges is in critical condition. Mr. Long and Mr. Sherk are putting together a maintenance list bridge by bridge. Mr. Sherk will be pricing out the repairs. Once this is completed, the GP-11 permitting process can begin. The GP-11 Permit is open-ended.

There were no Stormwater Management Fee Appeals/Credit Approvals.

Approval of Minutes: Mr. Wahmann made a motion to approve the minutes from the January 6, 2020 meeting as written. Mr. Sell seconded the motion. All voted in favor.

PUBLIC SAFETY

Police:

Chief Leahy gave his report of the department activities for the month of December. Officer Hain is off work on surgical leave. Another officer will also be off for surgical leave starting next week.

Discussion – Police Vehicles. Chief Leahy discussed the vehicle needs of the Police Department and presented vehicle/warranty quotes to the Supervisors.

Mr. Wahmann made a motion to purchase an additional police vehicle. Mr. Sell seconded the motion. All voted in favor.

Fire:

Chief Shank gave the department report for the month of December and then summarized 2019.

Chris Lux gave the financial report for the month of December and then summarized 2019.

The old DO vehicle needs to be cleaned up before it can be sold.

Chief Leahy has a meeting Monday, January 27 regarding Fire Police.

Discussion/Action – Knox Box Appeals/Any Items to Report.

The 2020 mailing is ready to go out. The form was changed slightly so that businesses that do not require a Knox box can mark the form accordingly and return to us. Our spreadsheet will then be updated so that unnecessary paperwork will not be generated.

Discussion – Privately Owned Fire Hydrants.

The second set of letters were mailed out. The Township is working on an Ordinance regarding maintenance of the privately owned hydrants.

Public Works – Topics for Discussion/Action:

Stormwater:

Discussion/Action – Lebanon County Stormwater Consortium. The January meeting was cancelled.

PA Fish and Boat Commission denied the grant application submitted for the NCT Snitz Creek Stream Restoration Project. Mr. Long will propose the Snitz Creek Stream Restoration Project to the LCSC at the February meeting.

Highway Department:

Discussion/Action – NCT 2020 Paving Project.

Mr. Long stated that this project will be for North Cornwall Road, Norman Drive, and Russell Drive. The project will cost approximately \$200,000.00. Mr. Sell made a motion to advertise the 2020 Paving Project. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action – Public Works Assistant Position.

Mr. Long stated that Justin Thompson has been working as Public Works Assistant on a temporary basis since November 2019. Mr. Long recommends making this a permanent position. Mr. Abram made a motion to approve Justin Thompson as Public Works Assistant. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Highway Worker Level I Position.

Mr. Long requested approval to advertise for Highway Worker Level 1 Position. Mr. Wahmann made a motion authorizing advertisement of Highway Worker Level 1 Position. Mr. Sell seconded the motion. All voted in favor.

Recycling;

Discussion/Action – DEP Recycling Grant Pre-Application Information/Loader Quotes.

Mr. Long stated that Jean Long will be meeting with officials from DEP on January 29. Mr. Long will have more information including numbers to present at the next meeting.

Parks & Recreation:

Discussion/Action – Motion to Remove Jason Norris from the NCT Recreation Board.

Mr. Abram made a motion to remove Jason Norris. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Motion to Appoint Jason Huber to the NCT Recreation Board.

Mr. Wahmann made a motion to appoint Jason Huber. Mr. Sell seconded the motion. All voted in favor.

Discussion – Community Day.

Mr. Long stated that there will be several All-Star Baseball games. The Baseball Association will man the concession stand for the day. Also, there will be two (2) relatives of the Gloninger family in attendance.

ADMINISTRATION

Manager's Report:

Administrative Office - Misc. Activities & Correspondence:

Discussion – PennDOT 0241/Colebrook Road Plans. Mr. Long updated on the Rt. 241/Colebrook Road project. Right-of-way acquisitions are underway.

Discussion PSATS May 3 – 6, 2020 Hershey Convention. Mr. Wahmann will be attending.

Discussion/Action – North Cornwall Township Emergency Management Coordinator Position.

Mr. Gearhart has resigned. Mr. Wahmann made a motion to appoint Mr. William Yeagley as Emergency Management Coordinator. Mr. Sell seconded the motion. All voted in favor.

New Business:

Discussion/Action – Resolution 2020-4, Destruction of Administrative Records. Mr. Wahmann made a motion to approve Resolution 2020-4, Destruction of Administrative Records. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Resolution 2020-5, Destruction of Police Records. Mr. Wahmann made a motion to approve Resolution 2020-5, Destruction of Police Records. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Resolution 2020-6, TCC Voting Delegate and Alternate Member Appointments. Mr. Wahmann made a motion to adopt Resolution 2020-7, Appointing Mr. Long as TCC Voting Delegate and Alternate Member of the Executive Committee. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Resolution 2020-7, Escalator Clause for Bituminous Materials. Mr. Wahmann made a motion to adopt Resolution 2020-7, Escalator Clause for Bituminous Materials. Mr. Sell seconded the motion. All voted in favor.

Old Business:

Discussion/Action – American Tower. Ms. Leonard did not have any updates. Mr. Wahmann gave a brief background for the members of the public in attendance.

Solicitor’s Report: None

Supervisor’s Report: None

Additional Public Comment: None

Adjournment:

Chief Leahy requested an Executive Session to discuss personnel matters at 7:26 pm. The meeting was adjourned following the Executive Session at 7:50 pm.

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