

**North Cornwall Township
General Meeting Minutes
October 5, 2021**

Call to Order:

The October 5, 2021, 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, Ron Sell, Vice-Chairman, Samuel Abram, Jr., Treasurer, Thomas J. Long, Sr., Township Manager, Justin Thompson, Public Works Director, 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:

An Executive Session was held on September 21, 2021, to discuss Personnel - Legal matters. No Action was taken.

Public Comment:

Frank Stewart wanted to make a complaint. Verizon is doing work in his neighborhood and are cutting through the invisible dog fences on seven (7) properties. The property owners marked the fence locations with flags, but Verizon cut through them anyway. Mr. Wahmann responded that Verizon is working in the utility right-of-way. The Township has no control over them. The property owners need to lodge their complaints with Verizon directly. Justin Thompson will give Mr. Stewart contact information for Verizon.

MEETING BUSINESS

Presentation Request(s):

Discussion/Action – Springwood Development Partners - North Cornwall Commons. Mr. Swank has two (2) items for discussion.

1. Regarding Phase 2 and the connection between Springwood Drive and Norman Drive. Years ago, Tom Richey had a verbal agreement with WellSpan Cardiology to do a land swap so that a connection could be made to Norman Drive. Now, WellSpan's legal counsel says they are not interested in doing a land swap or selling the piece of property. They won't even meet with them. Mr. Swank asked if the Township would try to get WellSpan to meet with Springwood to discuss this matter. Mr. Swank stated that the settlement agreement has a provision that states that the Township could take that piece of property by eminent domain. Mr. Abram responded that he has spoken with Ms. Leonard regarding this issue. The only way the Township will invoke eminent domain is by direct order from Superior Court. Mr. Wahmann stated that we are "OK" without this connection.
2. Regarding Phase 3 - Additional apartments. Mr. Abram stated that he will not support additional high-density apartments. Mr. Wahmann agreed with Mr. Abram. Mr. Long stated that the original plans called for some apartments to be above commercial spaces. Mr. Wahmann asked Mr. Swank if they have enough EDU's? Mr. Swank said he thinks they have enough for the additional 66 units that they are proposing.

PLANNING - ENGINEERING

Planning - Presentation Request

Discussion/Action - NCT Administration Municipal Office Building, Updates on Design

Josh Weaber of Chrisland Engineering presented the up-to-date drawings. He stated that he is in the process of putting together the estimates/numbers. Carol Hickey presented material samples for several different exterior options. No decisions were made at this time.

Township Engineer Report:

Discussion/Action – LVRT 6c / 22nd Street & Bridge Project, Additional Township Funding. Dan Bost of Senator Gebhard’s office thanked the Township for its support.

Jon Fitzkee of County Planning stated that next Thursday they will be meeting with the County Commissioners to approve the application for submission to PennDOT. Off-site improvements are included in this Phase. They are looking for additional funding for Phase 6c. Mr. Long suggested that we could contribute up to \$200,000.00 from the Traffic Infrastructure Fund, and then an additional \$50,000.00 from the Parks and Rec Fund. Mr. Abram made a motion that North Cornwall Township will contribute \$200,000.00 to the LVRT 6c/22nd Street Bridge Project. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Quittapahilla Stream, Consortium SQ-1 Project. Mr. Sherk stated that Land Studies conducted a Visual Assessment on March 9, 2021. They are approximately 70% complete with the design. There is a meeting scheduled for this Friday with DEP. This one project will exceed the load reduction requirements. We can carry credits into the next permit cycle. Mr. Wahmann asked if this will change our baseline. Mr. Sherk said that the baseline will still come down. They are targeting June 2022 for the start of the project. Mr. Long asked Mr. Sherk to explain how this project ties in to the 22nd Street Project. Mr. Sherk stated that the SQ1 Project begins at the flood control channel and extends to the existing 22nd Street bridge.

Discussion/Action – 850 Norman Drive, Financial Security Reduction. Steckbeck Engineering & Surveying, Inc. received a request from Imagin Property Management to perform a site inspection to determine the status of completed improvements for the land development project at 850 Norman Drive. There are several punch list items that need to be completed as well as the as-built drawings; therefore, Mr. Sherk is recommending the release of \$57,650.00 from the established financial security. The remaining balance is \$5,350.00. Mr. Wahmann made a motion to reduce the financial security for the 850 Norman Drive project in the amount of \$57,650.00. Mr. Abram seconded the motion. All voted in favor.

Discussion/Action - 1 Aubrey Avenue, Schell Stormwater Plan Final Escrow Release. Chrisland Engineering received a request for the release of the remaining \$2,000.00 financial security for the Schell Family Trust – SWM Plan. Mr. Wahmann made a motion to reduce the stormwater escrow for the Schell property at 1 Aubrey Avenue. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action - 11 Aubrey Avenue, Well Waiver Request. Nate Wenger of Copenhaver Builders is requesting waiver of the Well Ordinance #234 which states that all buildings are required to have a 30’ isolation distance from the on-lot well. The proposed addition at the back of the existing garage leaves a 25’ isolation distance. Mr. Abram made a motion to approve the well waiver for 11 Aubrey Avenue. Mr. Wahmann seconded the motion. All voted in favor.

PUBLIC SAFETY

Police Dept.:

Discussion/Action – Police Officer Employment, Application Packet, Advertisement. Mr. Long commented that the deadline for accepting applications is November 12, 2021. Mr. Wahmann made a motion to authorize the advertisement for full time Police Officer. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action - Police Car Quote. Mr. Long presented an email received from Sgt. Ward which listed the vehicle quote of \$39,880.00 (including the CoStar discount). The emergency lighting and equipment is an additional \$11,654.09. These prices do not include the extended warranty or the striping of the vehicle. Mr. Wahmann will discuss this with Sgt. Ward at the next meeting.

Zoning / Code / Planning Commission Report:

Planning Commission Report – Mr. Long said that the Planning Commission reviewed the 22nd Street realignment minor subdivision and recommended that. It has already been sent to the County.

The land development plan was presented. Chad Smith made some minor changes. The Planning Commission reviewed it and will wait until City Planning reviews it on October 11, 2021, at 6:45 in council chambers.

The next meeting is scheduled for October 27, 2021, at 7:00 pm.

Fire Dept:

Discussion/Action – Fire Truck Lease Agreement. Ms. Leonard received comments from Colleen Gallo. The main issue is regarding the additions/modifications made to the truck, and what items are owned by the Township and what items are owned by Neversink. Ms. Leonard made some changes which then were sent to Colleen Gallo for review. The ball is in Chris Lux’s court. Mr. Sell and Mr. Thompson will attend the first Neversink Fire Co. meeting following the completion of the Lease Agreement.

Discussion/Action – Fire Truck Maintenance Agreement and Revised Invoicing. Mr. Thompson presented the updated estimate for modifications to the fire truck. This will not be signed until the Lease Agreement is agreed upon and signed.

PUBLIC WORKS

Park & Recreation:

No meeting held. Mr. Wahmann commented that the Township should appoint all new Rec Board members at the January Re-organizational Meeting. It has been 21 months since the last meeting was held. Mr. Abram agreed and stated that the Township should send letters to all the current board members inquiring whether they wish to remain on the board. Ms. Leonard would like to review Ordinance #220 Establishment of a Recreation Board, and Ordinance #287 Amend Ordinance #220, Creation of a Recreation Board.

Discussion – Fieldcrest Road Pocket Park. Mr. Abram discussed possible uses for the lot. Mr. Long stated that we could remove the trees and keep the lot mowed. It cannot be sold. It was originally intended to be a small park.

Buildings / Highway / Recycling:

Discussion/Action – Mr. Thompson presented a price quote for a new Swenson Cross-Conveyor Spreader. The spreader that is currently being used was retrofit and is not working properly. It clogs up. The quote is for \$8,997.00 from E. M. Kutz, Inc. This could be included with next year’s budget or purchased this year out of Capital Fund budget. Mr. Sell made a motion approve the Swenson Cross-Conveyor Spreader from E. M. Kutz for \$8,997.00. Mr. Abram seconded the motion. Mr. Wahmann voted no.

Sanitary Sewer/MS4 Stormwater:

Discussion/Action – Dairy Road Pump Station Replacement Project Updates: Mr. Long and Mr. Thompson met with Act One last Friday to discuss design. To date, nothing has been received

from Cleona. Mr. Leonard stated that Cleona will be meeting tomorrow night and a draft agreement will be presented and discussed. It has not been provided to her.

Mr. Long stated that there is a Cornwall Borough owned line (SC-11, which is the last manhole at the Township boundary) in North Cornwall Township. His feeling is that the Township should own the lines within the Township. Discussion followed regarding the process used to bill Cornwall Borough and West Cornwall Township.

ADMINISTRATION

Approval of Minutes:

Discussion/Action - September 21, 2021, Meeting Minutes. Mr. Abram made a motion to approve the minutes as written for the September 21, 2021, meeting. Mr. Sell seconded the motion. All voted in favor.

Treasurer's Report/Fund Balance Report:

Discussion/Action - Treasurer's 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 motion to approve the Treasurer's report to be filed for annual audit and the payment of the bills presented. 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:

- 2022 Budget Drafts #5 – General, Sanitary Sewer, Stormwater, and State Funds. The Supervisors will review so that any revisions can be made. Final budgets must be approved for public display by November 16.
- ARP Fund Reporting – User Guide Information. October 31 was the deadline to file the first report. That date has been changed to April. Mr. Long met with Beverly Hutzal (DCED) who is the new representative.
- Union Canal Request – Off-site Premises Directional Sign on PennDOT Rt. 422. They would like to put one sign in front of the Hearth Restaurant and the other at 25th & Cumberland St. Mr. Long stated that both signs are in the PennDOT right-of-way, so they need to apply with them. No sign permit applications will be required.
- Thank you – September 14, 2021, Leadership Lebanon Valley Day.

New/Old Business – Solicitor & Supervisor Reports:

New Business: None

Old Business:

Discussion/Action – Sign Ordinance #327. Ms. Leonard stated that the Sign Ordinance #327 is ready to advertise. Mr. Wahmann made a motion to advertise the Sign Ordinance #327. Mr. Abram seconded the motion. All voted in favor.

Discussion/Action – Employee Handbook Updates, Final Revisions (Based on Attorney Reviews). Mr. Sell made a motion to approve the North Cornwall Township Employee Handbook. Mr. Abram seconded the motion. All voted in favor.

Discussion/Action – Revisions to NCT Traffic Ordinance. Ms. Leonard stated that the Traffic Ordinance is not ready.

Solicitor's Report:

Discussion/Action – Public Hearing: Liquor License Transfer. The public hearing will be held at the October 19 meeting. Giant Food Stores (1750 Quentin Road) has applied for the transfer of the liquor license from Annville Township to North Cornwall Township. The fee has been paid.

Supervisor's Report: None

Additional Public Comment: None

Adjournment:

Mr. Wahmann made a motion to adjourn the meeting at 9:10 pm. Mr. Sell seconded the motion. All voted in favor

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