

**North Cornwall Township
Mid-Month Meeting Minutes
August 17, 2021**

Call to Order:

The August 17, 2021, meeting of the North Cornwall Township Board of Supervisors was called to order by Mr. Wahmann at 6:00 pm with the Pledge of Allegiance to the Flag.

In attendance were Supervisors Michael Wahmann, Chairman, Ronald Sell, Vice- Chairman, Samuel Abram, Jr., Treasurer, Thomas J. Long, Sr., Township Manager, Justin Thompson, Public Works Director, Steve Sherk of Steckbeck Engineering and Surveying, Inc., and Amy Leonard of Henry & Beaver Law Firm. Sgt. Harry Ward of NCTPD was not in attendance.

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

Executive Session: No sessions since the last Board meeting.

Public Comment: None

Plan Briefing/ Presentation Request(s): None

Township Engineer Report:

Mr. Sherk brought the Board up to date regarding the NC8 Bridge. The contracts have been signed and he has issued a notice to proceed. He is working on setting up a pre-construction meeting. He is also in contact with Wilson Consulting Group, bridge engineers, regarding structural adequacies of NC2 and NC9 bridges.

Mr. Long reported he received a response from the Lebanon Valley Motorcycle Club regarding the land acquisition. The Club questioned what the land tax increase amount. Mr. Long looked to the Lebanon County Assessment office for help, and they will review the situation and let him know. Mr. Long, Mr. Sherk, and Ms. Leonard will work together to submit subdivision drawings, documents, and plans to the Club.

PUBLIC SAFETY

Police: Sgt. Ward was not in attendance. Mr. Sell mentioned the mileage sheets were not printed so he could not give the mileage report. He did note Car 32 is not being driven as much lately because the air conditioning is not functioning.

Zoning/Code/Planning Commission Report: None
Next Planning Commission meeting is scheduled for August 25, 2021.

Fire:

Chief Shank gave the reports for the month of July and reported he has three personnel going for Fire 1 and he is going for Fire 2 certification/training.

2021 Fire Truck and Lease Agreement:

Discussion: The Board and Chief Shank discussed the purchase and lease of the 2020 Pierce fire truck. Chief Shank approached the Board requesting, in addition to the already agreed upon accessories, a front suction inlet connection for the new fire truck.

Executive Session: The Board broke for an Executive Session at 7:00PM and reconvened the Mid-Month meeting at 7:02PM.

The Board of Supervisors agreed to purchase the front suction inlet connection line.

Mr. Wahmann addressed the Lease Agreement issues presented by Neversink, and Ms. Leonard will make revisions to the Agreement as per discussed.

First Aid & Safety Patrol Financial Reports were presented to the Board for review.

PUBLIC WORKS

Parks & Recreation: Meetings cancelled until further notice.

Buildings/Highway/Recycling: NCT Administration Building Design Updates, Township Road Paving Updates

Discussion: Mr. Long presented the updated new Administration building plans for the Board to review. He and Mr. Thompson met with Josh Weber and Carol Hickey of Hickey Architects earlier in the week. There are a few changes made to the final design due to ADA requirements for sink and countertop height. Mr. Long asked the Board to approve the design as shown and to give the go-ahead to proceed with the design. Mr. Abram is pleased with the amount of natural light into the building due to the window placements and asked about the timeline for completion of the building. Mr. Long stated he expects the design will be wrapped up by the end of this year and the project will go out for bid after the first of the new year. All Board members agreed to allow the design to go forward. Mr. Long noted he believes Ms. Hickey will be attending the next Board meeting and will bring photos and material samples for the Board to view. Mr. Sherk asked if the plans should be submitted to Lebanon County Planning Commission, as well as Lebanon City. Mr. Abram responded yes.

Township Road Paving Update: Mr. Thompson noted paving was happening on Walnut Street today, Thursday and Friday. He expects the paving projects will be completed by next week.

Sanitary Sewer/MS4 Stormwater:

Dairy Road Pump Station Update: Mr. Thompson reported Cornwall Borough has met with the Township and a second meeting will be held in the next few weeks. He believes things are moving along.

Lebanon County Stormwater Consortium Meeting Packet: Mr. Long attached the August meeting packet for the Supervisors and reported at the last Consortium meeting the investment policy statement was passed and approved to place \$2 Million into investment Bonds. Mr. Long and two other Consortium members were appointed to oversee the finances via quarterly meetings with Mr. Battistelli for updates.

ADMINISTRATION

Approval of Minutes:

Mr. Abram made a motion to approve the minutes from the August 3, 2021 meeting as written. Mr. Sell seconded the motion. All voted in favor.

Manager's Report:

Administrative Office - Misc. Activities & Correspondence:

Mr. Long presented:

- 2022 General Fund Budget- Draft #3 – Mr. Long presented a revised, more accurate Budget to the Board for review. Mr. Long also noted the Township will be looking to fill some personnel vacancies in both the Administrative and Police department.
- 2022 Police State Pension Aid Information for review.
- Leadership Lebanon Valley Day – to be held at North Cornwall Township on Sept. 14, 2021.
- Peoples Security Bank & Trust Services proposal – Mr. Long and Jen Powers met with the representatives of Peoples Security Bank & Trust and were impressed with their services offered and lower fee structure. They will meet also with 1st Citizens Bank to see what they have to offer the Township.
- Mr. Wahmann asked Mr. Long if the Board needed to authorize for an advertisement to fill the Chief of Police position. Mr. Long acknowledged he was waiting for the Board's approval to do so.
ACTION: Mr. Abram motioned to authorize the Township Manager to work with the Labor Counsel to create an advertisement for the NCT Chief of Police position. Mr. Sell seconded the motion. All voted in favor.

New Business: None

Old Business: Traffic Ordinance Amendment Draft

Mr. Long reported he has been working on amending the existing Traffic Ordinance. He will send his draft to Ms. Leonard to review. The new Ordinance will consolidate and simplify previous Amendments. He asks the Board to look at it as well.

Solicitor's Report: Amendments to Sign Ordinance, Cable Franchising Ordinance, Other Items

Ms. Leonard stated she is following up with Verizon to let them know they must offer only internet, not cable TV. Cable TV will require Verizon to enter into a Cable Franchise Agreement with the Township.

Ms. Leonard is reviewing the existing Sign Ordinance with Jean Long and Mr. Long. She expects to have it ready to present at the next meeting.

Mr. Wahmann enquired about the small cell tower Ordinance. Ms. Leonard replied she wants to wait to see if there will be guidance from the State before she tries to create an Ordinance.

Lastly, Ms. Leonard noted the advertisement to auction the police vehicle is complete.

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. Meeting adjourned at 7:47 pm.

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