

**North Cornwall Township
Mid-Month Meeting Minutes
September 21, 2021**

Call to Order:

The September 21, 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, Sam Abram, Jr., Treasurer, Thomas J. Long, Sr., Township Manager, Justin Thompson, Public Works Director, Sgt. Harry Ward of NCTPD, Steve Sherk of Steckbeck Engineering and Surveying, Inc., and Amy Leonard of Henry & Beaver Law Firm.

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

Executive Session:

An Executive Session to discuss personnel matters was held on September 7, 2021. No action was taken.

Public Comment:

Mr. and Mrs. Moskal of 234 Troon Way have at least two sinkholes in the retention pond on their property. The storm water from the entire neighborhood runs into their yard. They are looking for any assistance. Steve Sherk weighed in. Unfortunately, because this retention pond is included in the deed, it is the homeowner's responsibility to maintain and make repairs. They could possibly be a candidate for a retrofit project for the Stormwater Consortium. Steve Sherk will review. This process could take several months.

Plan Briefing/ Presentation Request(s): None

Township Engineer Report:

Discussion/Action - LFP Review / Reduction Letter Request, Mick's Pub. Mr. Long received a letter from Chrisland Engineering recommending reduction in financial security. Mr. Wahmann made a motion to reduce the financial security for Mick's All-American Pub in the amount of \$240,835.50 leaving a balance of \$2,160.00. Mr. Abram seconded the motion. All voted in favor.

Discussion/Action - MLF Phase, Pre & Post Blasting Inspection of Snitz SS Interceptor Line. Mr. Long received a letter from Rob Shafer of Act One & Associates regarding concerns of the possible impacts to the existing Snitz Creek Interceptor due to the blasting activities. North Cornwall Township is requiring, at the expense of Maine Drilling & Blasting and/or the developer, that the Snitz Creek Interceptor be inspected from Manhole SC-16 to Manhole SC-26 by means of CCTV prior to any blasting, and immediately after the completion of all on-site blasting for Phase 1. It is also recommended that the developer have an emergency by-pass pumping option available on site until it can be confirmed that no structural damage occurred to any public sewers which would block or obstruct flows. Maine Drilling & Blasting is required to submit a copy of the blasting permit to the Township. Ms. Leonard advised the Township to notify Swiss Premium Dairy, as well as several other homeowners of the blasting activity that will be taking place. Some of the blasting is extremely close to the south parking area at the Dairy Mr. Abram made a motion to direct the Township Solicitor, Amy Leonard to prepare an agreement to indemnify the Township, protect the Township infrastructure from MLF / Maine Drilling & Blasting activities. Mr. Sell seconded the motion. All voted in favor. Mr. Sherk

suggested that Justin call B.R. Kreider and Maine Drilling & Blasting tomorrow and instruct them not to proceed with any blasting activities until they receive this agreement.

Discussion/Action - NCT Administration Building, LDP Review. Chad Smith will be ready to submit the LDP to County Planning for review on October 11, 2021, at 6:45, and then to the Township Planning Commission. Mr. Long will contact him next week.

Discussion/Action - Resolution 2021-15, Marcellus Shale Grant Resolution. The \$25,000 is for development of the Quittapahilla Creek Floodplain Restoration Project (originally intended for Snitz Creek Stabilization Project). Mr. Abram made a motion to approve Resolution 2021-15. Mr. Sell seconded the motion. All voted in favor.

Mr. Sherk requested that Ms. Leonard begin the agreement process. He anticipates that this project will be ready to solicit bids by springtime.

Discussion/Action - Rocherty Road / Village Drive Stormwater Drainage Issue. Mr. Long, Mr. Thompson, and Mr. Sherk met with the property owner, Mr. Dundore last week regarding the drainage issue. A plan from 1988 was retrieved from the property file regarding the placement of a drainage pipe running under Village Drive (east to west). The Township will locate, uncover, and flush out the pipe which should help to alleviate the drainage issue. We will restore it to its original function before taking any additional steps.

Discussion/Action - Bridge Inspection Reports. Mr. Sherk, Mr. Long, and Mr. Thompson met with James Wilson of Wilson Consulting to discuss the Bridge Inspection Reports. There have been no major changes, just a few minor items. Mr. Sherk will update any drawings they will do. Mar-Allen will start on Oak Street on the 27th. Their work needs to be completed by Oct. 15. There is a pre-construction meeting scheduled for Friday morning.

PUBLIC SAFETY

Police:

Sgt. Ward gave his report of the department activities for the month of August.

Mr. Wahmann questioned the fuel usage for 2021 to date vs. 2020. Sgt. Ward stated that they are patrolling more, also the Tahoe's use more gas. Mr. Sell stated that all the vehicles are being used equally.

Discussion followed regarding the purchase of a new police car. Mr. Wahmann believes that we should purchase the vehicle soon because next year we will have the expense of the new Township building. Discussion followed regarding the mileage of the current vehicles when the new vehicle arrives, as well as the timing of the next new vehicle purchases. No decision was made.

Zoning/Code/Planning Commission Report:

Discussion – Planning Commission Report. Mr. Abram reported that Mike Swank was at the last Planning Commission Meeting to discuss the lot next to Mick's. The possible tenant would like to have a drive thru. The Planning Commission has concerns with the probability of stacking.

The Commission also discussed the Lebanon School District/Rex Avenue project. If the School District does not listen to any concerns, one possible solution would be to make the road one way part way entry, one way out.

Next Planning Commission meeting is scheduled for September 29, 2021.

Fire:

Chief Shank gave the reports for the month of August. There were no questions.

Discussion/Action – Plaza Apts., Knox Box Ordinance / Neversink Fire Co. Access Request. Matthew Novosel, Manager of Plaza Apartments, would like clarification as far as the expectations regarding the Knox box ordinance. It is his understanding that the Knox box key is to provide entry into the main building, not an individual's residence. Mr. Wahmann confirmed that to be correct. Each apartment has a locked utility closet which houses a water heater with an alarm. When the alarm goes off, the resident is to contact emergency maintenance. If they do not answer/respond, the resident call 911. The Fire Company is required to respond. If they need to breach the door to the residence or utility closet they should do so. Mr. Wahmann also stated that if the number of false alarm calls exceeds the limit allowed, it will result in fees being billed to the property owner. Mr. Novosel requested copies of this information to be provided by Neversink.

Discussion/Action – Fire Truck Lease Agreement Revision. Ms. Leonard made revisions after speaking with Colleen Gallo. The main item remaining for discussion is the Attorney Fee issue. The Township Supervisors and Mr. Lux of Neversink are all in agreement to remove that paragraph completely. Both parties will be responsible for their own Attorney Fees. Ms. Leonard will send a copy to Colleen Gallo tomorrow. The Township will be providing a list of items on the fire truck that are Township property (ground ladders). Mr. Thompson will pick up the fire truck on Thursday for the Fire Company to look over. The truck will be kept in the garage over the weekend and returned on Monday.

PUBLIC WORKS

Parks & Recreation: Meetings cancelled until further notice.

Discussion/Action – Tot Age Playground Equipment at Gloninger Woods Park. Over the next year or so the Township will be pricing/purchasing a few pieces for ages 2 – 6.

Discussion/Action – Snitz Creek Park Walking Path Maintenance, Stone vs. Paved. Mr. Thompson stated that the walking path on the west side of the park washes out every time we get heavy rain. He discussed this with Mr. Long and one solution would be to pave the walking path. It would take an estimated 480 tons of blacktop at approximately \$100 per ton. The project will cost roughly \$48,000.

Discussion followed regarding budgeting for the above two projects.

Buildings/Highway/Recycling:

Discussion/Action – NCT Administration Building: Design Updates. None

Sanitary Sewer/MS4 Stormwater:

Discussion/Action - Dairy Road Pump Station Update. Barb Henry of Cornwall Borough sent final capacity numbers and will be sending video from the interceptor line on Rocherty Road for review. We already received the capacity numbers from Cleona Borough and are working on finalizing the numbers from West Cornwall.

Discussion – Lebanon County Stormwater Consortium Meeting Packet. Mr. Long attached the August meeting packet for the Supervisors from today's meeting. They discussed the investments and then rescinded that. The Consortium does not have an EIN number. This will be discussed further with the attorney present.

Discussion - North Cornwall Township Authority is coming up on 50 years and will expire at the end of this year. Mr. Abram stated that for the purposes of borrowing, we should renew and keep the Authority. The current board members are Mr. Long, Mr. Abram, and Mr. Sherk.

ADMINISTRATION

Approval of Minutes:

Discussion/Action - August 17, 2021, and September 7, 2021, Meeting Minutes. Mr. Sell made a motion to approve the August 17, 2021, minutes as amended and the September 7, 2021, minutes as written. Mr. Abram seconded the motion. All voted in favor.

Manager's Report:

Administrative Office - Misc. Activities & Correspondence:

Discussion - 2022 General Fund Budget -- Draft #4.

Mr. Abram stated that he feels that the revenue projections are fair.

The Township has an obligation to support the public library.

Discussion - 2020 Financial Audit Statement Copies. No findings for the past two (2) years.

Discussion - TKC Service Road, Request Dedication to Township. Mr. Swank of Byler Holdings emailed Mr. Long regarding the dedication of the Cedar Crest Square Service Road to the Township. Mr. Long responded that when there is a land development plan for the parcels to the east that would thru-connect to Cornwall Road, that would be the time to discuss the dedication of this service road to the Township.

New Business:

Discussion/Action – 2022 Municipal Farmland Preservation. The Township received a newsletter which included a pledge card for budget purposes. A decision will be made within the next month or so regarding the pledge contribution.

Discussion/Action – Township Website, Required Update Changes. The Township was notified by Merit that they will no longer be maintaining or hosting websites built using ColdFusion 11. They recommend upgrading our website to the WordPress platform. They are estimating the upgrade to cost between \$20,000 - \$27,000. The Township will get quotes from other providers and revisit this topic at a future meeting.

Discussion/Action – P/T Administrative Assistant, Promote to F/T Position. Mr. Wahmann made a motion to promote Cory Marshall from part-time to full-time. Mr. Abram seconded the motion. All voted in favor.

Discussion/Action – Administrative Office Supervisor and Assistant Positions, Employment Advertisements. Mr. Sell made a motion to approve the advertisements for the Administrative Office Supervisor and the Administrative Assistant position. Mr. Abram seconded the motion. All voted in favor.

Mr. Long stated that he will have the information regarding the Police Officer position ready for the next meeting. Mr. Wahmann asked what the target date is for hiring the police officer. Mr. Long stated that possibly before the end of the year.

Old Business:

Discussion/Action – Amendments to the Sign Ordinance. Ms. Leonard stated that she has the draft ready for review. Possibly ready for advertisement at the meeting.

Discussion/Action – Traffic Ordinance Amendment Draft. Amy has a draft but there are already additional amendments pending. This will be placed on hold temporarily.

Discussion/Action – Request for One-Way Signage around the Eagle Chase Court Islands. A property owner on 142 Millview Court is requesting installation of a One-way Sign. Sgt. Ward had some concerns regarding enforcement of the sign. The Township decided to hold off on installing a sign at this time.

Discussion/Action – Rocherty Rd. & Rt. 241 Roundabout, Brake Retarder Prohibition, Request to PennDOT. Mr. Long suggested that this item be tabled until the roundabout is complete. The Supervisors agreed.

Solicitor's Report:

Discussion – Verizon. Ms. Leonard received a response to her letter regarding work in the public rights-of-ways. Verizon has not and is not offering cable television service within the Township.

Supervisor's Report: None

Additional Public Comment: None

Adjournment: The Supervisors went into Executive Session at 8:11 pm. The meeting was adjourned at 8:18 pm.

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