

**North Cornwall Township
General Meeting Minutes
November 9, 2021**

Call to Order:

The November 9, 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 October 19, 2021, to discuss Personnel and Legal matters. No Action was taken. Additionally, an Executive Session was held November 9, 2021, from 5:30PM to 6:30PM to discuss Personnel matters. No Action was taken.

Public Comment: None

MEETING BUSINESS

Presentation Request(s): None

PLANNING - ENGINEERING

Planning - Presentation Request

Discussion/Action: Quentin Crossing Sign Waiver Request – The Mussers, representatives of Quentin Crossing, have requested a waiver for the minimum setback for the sign placement at Quentin Crossing. All Township specifications have been met, per Mr. Long. ACTION: Mr. Abram approved the waiver as requested for Quentin Crossing for sign. Mr. Sell seconded the motion. All voted in favor.

Township Engineer Report:

Discussion/Action - NCT Administration Municipal Office Building Land Development Plan (LDP), City of Lebanon Zoning Hearing Board: Mr. Sherk reported the City has a new Zoning Ordinance. The LDP must go to the Planning Commission and then to the City Zoning Hearing Board. He noted the Planning Commission has met twice regarding the LDP, but a letter with recommendations from Rettew has arrived since. The Zoning Hearing Board is scheduled to meet on November 17th to consider the LDP. Mr. Sherk and Chad Smith will speak to the Zoning Officer to clarify the Rettew suggestions.

Discussion/Action – Marcellus Shale Grant Program for 2022: Mr. Sherk reported the funds from the Grant can be used for any water quality projects at the Township parks. The deadline for the application is December 31, 2021. Mr. Long suggested the Grant would apply to paving the walking path at Snitz Creek Park that is prone to flooding. Mr. Thompson will get a cost estimate for that project.

Discussion/Action – Creekside Development – Farmstead Circle Stormwater Violation: The property owner at 126 Farmstead Circle had a contractor construct an asphalt barrier at their driveway, which now impedes the correct stormwater flow and is causing flooding at a

neighbor's property. The Township is sending a Violation letter to the 126 Farmstead Circle property owners immediately and alerting the HOA as well.

Mr. Sherk is leaving 5 sets of Plans to be signed by the representatives of the Motorcycle Club. Mr. Long will reach out to the Club and have them come to the Township to sign. Mr. Gearhart must also sign the Plans, and approval is expected to be on the November 16, 2021, Board of Supervisors meeting Agenda.

Lastly, Mr. Sherk reported the County has asked him to prepare a Memorandum of Understanding (MOU) stating North Cornwall Township will allow them to build a portion of the Lebanon Valley Rail Trail on Township property.

PUBLIC SAFETY

Police Dept. None

Zoning / Code / Planning Commission Report:

Planning Commission Report – Mr. Abram noted the October Planning Commission meeting was cancelled. The next meeting is scheduled for November 17, 2021, at 7:00 pm.

Fire Dept:

Discussion/Action – Fire Truck Lease Agreement. The Agreement is ready for the Board to Approve and Sign. ACTION: Mr. Wahmann approved the Lease Agreement for the 2021 Pierce Fire truck to the Neversink Fire Company. Mr. Sell seconded the motion. All voted in favor.

PUBLIC WORKS

Park & Recreation:

No meeting held. Mr. Thompson reported he has received a letter from Mr. Diederick that he wishes to continue as a member of the Rec Board. Mr. Long stated we will wait until the end of year to see who else wishes to stay on the Board before we move forward.

Buildings / Highway / Recycling:

Discussion/Action – Mr. Thompson noted there is a meeting scheduled Friday, Nov. 12th at 10:00AM with Carol Hickey to continue to discuss the new building design.

Sanitary Sewer/MS4 Stormwater:

Discussion/Action – Meadow Lane Farms, Phase 1 Blasting and Indemnification Agreement Amendment: The Amendment states all references to manhole SC16 shall be changed to manhole SC17. Exhibit "C" to the Blasting and Indemnification Agreement shall be replaced with the substitute Exhibit "C". ACTION: Mr. Abram motioned to approve the Meadow Lane Farms, Phase 1 Blasting and Indemnification Agreement Amendment. Mr. Sell seconded the motion, and all voted in favor.

Mr. Thompson noted the Dairy Road Pump Station replacement project is a work in progress.

ADMINISTRATION

Approval of Minutes:

Discussion/Action - October 19, 2021, Meeting Minutes. Mr. Abram made a motion to approve the minutes as written for the October 19, 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. Sell made a motion to approve the Treasurer's report to be filed for annual audit and the payment of the bills presented. Mr. Wahmann 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 – Mr. Long stated unless the Board has any objections or concerns, he has prepared the Advertisement for the Approval and Public Display of the 2022 Budget, with the expectation of approval at the December 7, 2021 Board of Supervisors meeting.
- Lebanon Country Club Fireworks Request – The Country Club wishes a waiver to the time frame of the Fireworks Ordinance for a New Year's Eve wedding event. The request is granted but LCC must submit and obtain an approved Township Fireworks permit. ACTION: Mr. Wahmann moved to approve for the granting of the County Club to have a Fireworks display at 11:45PM on December 31, 2021. Mr. Sell seconded the motion, and all voted in favor.
- LVRT Update– Mr. Long submitted the timeline information and project updates he received from Tom Kotay.
- Royal Oaks Golf Partnership Meeting Request– Mr. Long believes Royal Oaks should send a formal letter requesting a meeting and outlining what specifically they wish to do with the property. Ms. Leonard agreed with this course of action.

New/Old Business – Solicitor & Supervisor Reports:

New Business:

Discussion/Action - 1703 Center Street Handicap Parking Request: The Board reviewed the application and have decided to table the request pending additional information. ACTION: Mr. Wahmann moved to table the application until the next meeting. Mr. Sell seconded the motion. All voted in favor.

Old Business:

Discussion/Action – Sign Ordinance #327. Ms. Leonard stated the Sign Ordinance #327 was advertised on October 25th. Some adjustments have been made to the Ordinance and it is ready for approval. ACTION: Mr. Abram made a motion to approve Sign Ordinance #327. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – NCT Traffic Ordinance Update: Ms. Leonard stated that the Traffic Ordinance draft will be ready for approval to Advertise at the next meeting.

Solicitor's Report:

Discussion/Action – American Tower Agreement Draft: Ms. Leonard noted we did get the new draft Agreement and said it has many new revisions. She would like time to review the Draft as it has just arrived this week. She will provide a bullet point memo after her review.

Discussion/Action – Advertising Ordinance 329, Amend NCT Authority Articles: Ms. Leonard stated the Township Authority has reached its 50-year mark and to continue to exist must adopt Articles of Amendment. The first step is for the Authority to adopt a Resolution proposing an Amendment, which was accomplished at the Authority meeting held at 6:30PM this evening. The Resolution tells the Township the Authority is proposing to Amend the Articles of Corporation to add the provision to increase the term of existence to a date not exceeding 50 years from the date of the Articles of Amendment. The Township needs to approve the

Advertisement of Ordinance 329. ACTION: Mr. Abram motioned to approve the Advertising of Ordinance 329 to extend the existence of the Authority. Mr. Sell seconded the motion. All voted in favor.

Supervisor's Report: None

Additional Public Comment: None

Adjournment:

Mr. Sell made a motion to adjourn the meeting at 8:05 PM. Mr. Abram seconded the motion, and all voted in favor.

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