

**North Cornwall Township  
General Meeting Minutes  
December 7, 2021**

**Call to Order:**

The December 7, 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 November 16, 2021, and December 3, 2021, to discuss Personnel Matters. Additionally, there was a Fire Company Workshop Session held November 25, 2021. No action was taken, and no decisions were made.

**Public Comment:**

Mr. Tomco had a question regarding the intersection of Rocherty Road and Rt. 72. If you are on Rocherty Road heading east approaching the traffic light at Rt. 72, there is a left lane, a wasted middle lane, and a right lane. Is there any chance of making the middle lane a straight lane, and the right lane a right turn on red lane? Mr. Wahmann said that it is a PennDOT constructed roadway. Mr. Sherk weighed in. The answer is NO. That “wasted” lane is specifically for roadway alignment.

**MEETING BUSINESS**

**Presentation Request(s):** None

**PLANNING - ENGINEERING**

**Planning - Presentation Request**

Discussion/Action: None

**Township Engineer Report:**

Discussion/Action – NCC Phase 1 – Lot #2, (Micks) LDP Review/LOC Final Reduction Request. Mr. Long received a letter from Chrisland Engineering requesting reduction of the remaining \$2,160.00 financial security. Mr. Wahmann made a motion to approve the reduction of financial security in the amount of \$2,160.00 for Micks Pub Lot #2. Mr. Abram seconded the motion. All voted in favor.

Mr. Wahmann made a motion to approve the waiver of the installation of the benches and trash receptacles for Lot #2 in North Cornwall Commons. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – NC-8 Bridge Rehabilitation, Substantial Completion Letter/Punchlist Items. Mr. Sherk stated that this is the bridge on Oak Street over the Beck Creek. The project was completed in the allotted time that they were given. Mr. Sherk prepared a punch list which included administrative items. The Certificate of Substantial Completion was presented for signature. Also presented was the second last Application for Payment for Mar-Allen Concrete in the amount of \$78,058.65. Mr. Abram made a motion to approve the Application for Payment for

Mar-Allen Concrete in the amount of \$78,058.65. Mr. Sell seconded the motion. All voted in favor.

Lebanon Country Club asked Mr. Sherk if they could realign the stream. Mr. Sherk responded NO, not under the current permit guidelines.

Discussion – Consortium Project SQ1 Floodplain Restoration Project. We did receive approval from the U. S. Army Corps of Engineers, but haven't heard from DEP.

Mr. Long stated that Jon Fitzkee reached out regarding the Tuck Estates Property. They have funding for the traffic signal upgrades. Discussion followed.

Mr. Sherk stated that the Rail Trail Upgrades to Phase 6a & 6b include the traffic signals at 16<sup>th</sup> & Chestnut St. and 16<sup>th</sup> & Cumberland St.

## **PUBLIC SAFETY**

**Police Dept.:** None

### **Zoning / Code / Planning Commission Report:**

Planning Commission Report – None

The next meeting is a joint meeting with the Board of Supervisors and is scheduled for December 8, 2021, at 7:00 pm.

### **Fire Dept:**

Discussion/Action – Township Emergency Management Coordinator Appointment Endorsement. Mr. Long received a letter from Pennsylvania Emergency Management Agency which states that the appropriate background check has been completed and no criminal record in Pennsylvania has been found. They will process the appointment for Mr. Yeagley. This is ready for the Re-organization Meeting.

Discussion/Action – Neversink and Lebanon City Knox Box Purchases. Josh Shank forwarded the quote for Knox Box purchase. \$2,085.00 for two (2), and \$5,787.00 for five (5). Mr. Wahmann made a motion for the acquisition of five (5) Knox Boxes for \$5,787.00. Mr. Sell seconded the motion. All voted in favor.

## **PUBLIC WORKS**

**Park & Recreation:** None

### **Buildings / Highway / Recycling:**

Discussion/Action – Administration Building Project. The Lebanon County Conservation District has approved our request for new coverage under the PAG-02 NPDES General Permit for Discharges of Stormwater Associated with Construction Activities. Mr. Long just received today the design and updated cost of the new conference table. Mr. Weaber stated that we are on schedule and that within the next week or so we'll have the first full estimate of the building.

### **Sanitary Sewer/MS4 Stormwater:**

Discussion/Action – Annual MS4 Public Presentation, December 21, 2021, at 6:00pm.

Discussion/Action – Any Dairy Road Pump Station Replacement Project Updates. There was a meeting regarding the rag problem at the pump station. There are two options in addition to the muffin monster. The first is a rather expensive screening system that deposits the flushable wipes into a dumpster. This option will require a separate building. The second is an auger system

which also removes the wipes instead of chopping them up. The auger system is not tremendously more expensive than the regular muffin monster.

Discussion/Action – Approval to Advertise Beck Creek Interceptor Rehab Project. Act ONE has the impact finished. The latest estimate is \$378,451.00. They also have the bid packet ready to go. Mr. Sell made a motion to approve advertisement for the Beck Creek Interceptor Rehab Project. Mr. Wahmann seconded the motion. All voted in favor.

## **ADMINISTRATION**

### **Approval of Minutes:**

Discussion/Action – November 16, 2021, Meeting Minutes. Mr. Abram made a motion to approve the minutes as written for the November 16, 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.

### **2022 Budgets:**

Discussion/Action – Adoption of Resolution 2021-17, Appropriating Funds for Year 2022. Mr. Wahmann made a motion to approve the adoption of Resolution 2021-17, Appropriating Funds for 2022. Mr. Abram seconded the motion. All voted in favor.

Discussion/Action – Adoption of Resolution 2021-18, Fixing Tax Rates for Year 2022. Mr. Wahmann made a motion to approve the adoption of Resolution 2021-18, Fixing Tax Rates for NCT. Real Estate mills at 1.4, \$52.00 Local Services Tax, Fire Protection at .3, and Ambulance/Emergency Protection at .1. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Adoption of 2022 Budgets. Mr. Abram made a motion to adopt 2022 Budget. Mr. Sell seconded the motion. All voted in favor.

### **Manager's Report:**

#### **Administrative Office – Misc. Correspondence or items to Report**

Discussion/Action – Advertisement Appointing a Certified Public Accountant for 2022. Mr. Long verified that the advertisement was run 30 days prior.

### **New/Old Business – Solicitor & Supervisor Reports:**

#### **New Business:**

Discussion/Action – Township Administrative Assistant Position, Applicant Recommendation. Mr. Long asked for approval to hire Shawna Urban as Township Administrative Assistant Position. Mr. Sell made a motion to accept the hiring of Shawna Urban as Administrative Assistant for NCT. Mr. Abram seconded the motion. All voted in favor.

Discussion/Action - 1826 Center Street Handicap Parking Request: The Board reviewed the application. Mr. Wahmann made a motion to deny approval of this request. There was not a second to the motion. Mr. Abram made a motion to approve the request for a handicap parking space at 1826 Center Street. Mr. Sell seconded the motion. Mr. Abram and Mr. Sell voted in favor. Mr. Wahmann voted ney.

**Old Business:**

Discussion/Action – Adoption of Ordinance #329, Amend NCT Authority Articles. Mr. Abram made a motion Mr. Sell seconded the motion. All voted in favor. For the record, Ms. Leonard stated that the Ordinance #329 was advertised on November 23, and the Township should have a proof of publication.

Discussion/Action – Adoption of Traffic Ordinance #328. Mr. Abram made a motion Mr. Sell seconded the motion. All voted in favor. The Traffic Ordinance #328 was also advertised on November 23.

Discussion/Action – Traffic Ordinance, Exhibit A Resolution 2021-20 (Fees & Penalties). Mr. Abram made a motion to approve Resolution 2021-20, Traffic Ordinance, Exhibit A Fees & Penalties. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action – Traffic Ordinance, Exhibit B Resolution 2021-21 (Handicap Address List). Mr. Abram made a motion to adopt Resolution 2021-21, Traffic Ordinance, Exhibit B Handicap Address List. Mr. Sell seconded the motion. All voted in favor.

**Solicitor's Report:**

Discussion/Action – American Tower Agreement Draft: Ms. Leonard provided a bullet point overview of the latest draft agreement for the Supervisors to review. Ms. Leonard listed numerous changes that would not be in the best interest of the Township. Mr. Abram made a motion to authorize the Township Solicitor to refuse this offer. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action – North Cornwall Township Authority. Ms. Leonard said that she is in the process of finalizing the renewal of the Township Authority. We are just going to seek it in before the deadline. She must wait until we receive the Proofs of Publication.

**Supervisor's Report:**

Mr. Thompson commented that the Township has received the quotes for the Snow Plowing Subcontractors. The Subcontractor who plows in the Creekside Development has increased his price considerably. The hourly rate increased from \$110.00/hour to \$175.00/ hour due to cost of fuel and vehicle maintenance. Mr. Thompson already is in the process of getting a replacement. Mr. Wahmann made a motion to amend the agenda to include the Snowplowing Subcontractor request. Mr. Sell seconded the motion. All voted in favor.

Mr. Abram made a motion to reject Penn Turf's request to increase their hourly rate from \$110/hr. to \$175/hr. Mr. Sell seconded the motion. All voted in favor.

Mr. Abram made a motion to award the contract to plow snow in the Creekside Development to Woodland Contractors at \$97.00/hour. Mr. Sell seconded the motion. All voted in favor.

**Additional Public Comment:**

Mr. Tomco had additional comments. 1. Where, and at what time is the Joint Planning Commission/Board of Supervisors meeting? Mr. Wahmann responded that the meeting is here at the Township Building at 7:00pm. Mr. Abram stated that it is mainly to address the new school that Lebanon School District is building and how it affects NCT Rex Avenue residents. 2. Revenues on the 2022 Budget. Does the Township have any control over the income? Mr. Wahmann said that the Township can raise real estate taxes. There is a max rate for income tax that is set by the State.

**Adjournment:**

Mr. Abram made a motion to adjourn the meeting at 8:09 PM. Mr. Sell seconded the motion. All voted in favor.

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