

**North Cornwall Township  
Mid-Month Meeting Minutes  
October 18, 2022**

**Call to Order:**

The October 18, 2022, meeting of the North Cornwall Township Board of Supervisors was called to order by Mr. Abram at 6:00 pm with the Pledge of Allegiance to the Flag.

both

In attendance were Supervisors Samuel Abram, Chairman, Michael Wahmann, Vice-Chairman, Ronald Sell, Treasurer, Thomas J. Long, Sr., Township Manager, Justin Thompson, Public Works Director, Steve Sherk of Steckbeck Engineering and Surveying, Inc., Amy Leonard of Henry & Beaver Law Firm and Chief Harry Ward of North Cornwall Township Police Department.

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

**Executive Session:** There was an executive session on October 4, 2022, to discuss personnel matters. No action was taken.

**Public Comment:** None

**PUBLIC SAFETY**

**Fire Department / Emergency Services:**

Discussion/Action – Neversink Fire Company Monthly Reports. Chief Shank presented the reports for the month of September.

Mr. Lux stated that the finances are looking good overall, both income and expenses. The fire company has been approved for a federal grant to be used to purchase a Cascade System. The Cascade System is used to fill cylinders. The actual cost would be around \$55,000, the grant will cover \$48,000.

**Police Department:**

Discussion/Action – Police Department Reports. Chief Ward presented reports of department activities for the month of September.

Mr. Sell asked Chief Ward if the police department has been enforcing the commercial parking regulations on 17<sup>th</sup> and 18<sup>th</sup> Streets. Specifically for a wrecker that has been parked there. Chief Ward stated that they have ticketed that gentlemen and are aware.

**Zoning/Code/Planning Commission Report**

Planning Commission Report - None

Next Planning Commission meeting is scheduled for October 26, 2022, at 7:00pm.

**PLANNING – ENGINEERING**

**a. Plan Briefing/ Presentation Request(s)**

1. Discussion/Action – CoLA WWTP Expansion. Mr. Kerry Good of Entech Engineering and Mr. Frank DiScuillo of City of Lebanon Authority were in attendance to answer questions. Mr. Abram asked what kind of tree they are proposing. Mr. Good responded that based on the recommendation of the NCT Planning Commission they have chosen Columnar White Pine. They can grow up to 40 feet tall and up to 15 feet in diameter. The plan is to plant the trees approximately 20 feet apart so that there is not a problem mowing around them.

There was a question regarding the notarization pages on the O&M Agreement. The correct form has two notary pages. Ms. Leonard will work with Mr. Sentz regarding this document.

2. Discussion/Action – C-L Comprehensive Plan Update. Mr. Steckbeck will take the lead and will be working with Gannett Fleming. Gannett Fleming will have the pricing and scheduling by the end of the month and will also look into any funding that may be available through grants. Mr. Sherk stated that the Comp Plan should be looked at every 10 years and updated as needed.

**b. Township Engineer Report:**

1. Discussion/Action – 421 Millbridge Drive Basin Retrofit – Payment Request #2. Mr. Sherk stated that there are some minor punch list items and paperwork to be completed but based on their review, the reported quantity of completed work is consistent with their observations. Mr. Sherk recommends approving payment of Application for Payment #2 in the amount of \$11,700.00. Mr. Sell made a motion to approve payment of App. For Payment #2 in the amount of \$11,700.00 to Construction Masters Services, LLC. Mr. Wahmann seconded the motion. All voted in favor.
2. Discussion/Action – LVRT Phase 6A and 6B SWM Plan. Mr. Sherk reported that Steckbeck Engineering & Surveying, Inc. recently received a revised submission of the Post Construction Stormwater Management Plan for Lebanon Valley Rail Trail Phase 6A & 6B and offer the following comments:
  - a. The property owner shall sign and record the O&M Agreement covering all stormwater control facilities that will not be owned and/or maintained by the Township. *The Stormwater BMP Operation and Maintenance Agreement was provided to the County for review.*
  - b. A financial performance guarantee is typically required prior to plan approval. *The applicant is requesting a waiver of the required financial performance guarantee.*
  - c. The post-development runoff rates shall meet the peak release rates prior to development. *In lieu of managing the peak rate, the proposed BMP's will be designed to manage the 2-year increase in runoff volume and pollutant loads.*

Discussion followed regarding which documents/agreements need to be completed and returned to us if we grant a waiver for Financial Security. i.e. Developer's Agreement and Stormwater Only Improvements Guarantee.

Mr. Wahmann stated that the Board will not approve any waivers until the proper paperwork is received by the Township. Ms. Leonard will follow up in writing. Ms. Leonard will also check if the proper documents have been received for the Lebanon School District and the DES Building projects.

**PUBLIC WORKS**

**Parks & Recreation:**

Discussion – Recreation Board Meeting Report.

The next meeting is scheduled for November 21, 2022.

**Buildings/Highway/Recycling:**

1. Discussion/Action – New Administration Building – LA Builders Change Order #5. This change order is for the additional cost of Ground Face CMU in the amount of \$7,614.88. Mr. Wahmann made a motion to approve Change Order #5. Mr. Sell seconded the motion. All voted in favor.

2. Discussion/Action – New Administration Building – Electrical Contractor Pay App. #1. Shannon A. Smith submitted Application for Payment #1 in the amount of \$6,007.50. Mr. Sell made a motion to approve Application for Payment #1. Mr. Wahmann seconded the motion. All voted in favor.
3. Discussion/Action – New Administration Building – Electrical Contractor Pay App. #2. Shannon A. Smith submitted Application for Payment #2 in the amount of \$40,899.60. Mr. Wahmann made a motion to approve Application for Payment #2. Mr. Sell seconded the motion. All voted in favor.

**Sanitary Sewer/MS4 Stormwater:**

1. Discussion/Action – Lebanon County Stormwater Consortium – Meeting Packet.
2. Discussion/Action – DRPS Project – Loan Application. Mr. Long said that he has been talking to Ms. Powers (Twp. Financial Administrator) and Rob Shafer (Act ONE & Associates) regarding securing financial funds for this project. Ms. Leonard has been in contact with Peter Edelman who recommends that prior to doing the financing, North Cornwall should enter into loan agreements with the other municipalities.
3. Discussion/Action – DRPS Updated Project Timeline.
4. Discussion/Action – Sewer Rate Study. Mr. Long stated that he also spoke with Rob Shafer of Act ONE & Associates regarding preparing the Sewer Rate Study.

**ADMINISTRATION**

**Approval of Minutes:**

Discussion/Action – October 4, 2022, Meeting Minutes. Mr. Wahmann made a motion to approve the minutes from the October 4, 2022, meeting as written. Mr. Sell seconded the motion. All voted in favor.

**Manager’s Report:**

**Administrative Office - Misc. Activities & Correspondence**

- Habitat for Humanity, Site Blessing Invitation – 1824 Chestnut Street. Mr. Long stated that Habitat for Humanity is holding a blessing event prior to the kickoff of the volunteer construction work on Friday, October 21, 2022, at 10:00am. No one is available to attend.
- 2023 Budget Draft #3 Comments. Mr. Long stated that the budget will be ready for public display after the mid-month November meeting.

**BUSINESS/REPORTS**

**New Business:**

Discussion/Action – 22<sup>nd</sup> Street Bridge Project – LVMC/NCT Real Estate Exchange Agreements. No one from LVMC has been in contact with Ms. Leonard. The documents are in motion. Ms. Leonard and Mr. Long will both try to contact Michell Pautz.

**Old Business:** None

**Solicitor’s Report:**

Discussion/Action – Act 57 Resolution Update. Ms. Leonard wanted to remind the Board that this resolution must be passed before the end of the year.

**Supervisor’s Report:** None

**Additional Public Comment:** None

**Adjournment:**

Mr. Sell made a motion to adjourn the meeting at 6:42pm. Mr. Wahmann seconded the motion.  
All voted in favor.

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