

**North Cornwall Township
Mid-Month Meeting Minutes
February 21, 2023**

Call to Order:

The February 21, 2023, 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, Samuel Abram, Jr., Vice-Chairman, Ronald Sell, Treasurer, 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 NCTPD.

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

Hearing: liquor License Transfer

Discussion/Action – Liquor License Transfer Public Hearing, Resolution 2023-10. Ms. Leonard stated that the application by Byler Holdings, LLC is for the inter-municipal transfer of the restaurant liquor license number R15132 from William Penn Bar and Restaurant at 635 Cumberland Street to Byler Holdings, LLC at 101 Blackford Boulevard. Ms. Leonard stated that the public hearing was duly advertised. Mr. Engle of Byler Holdings, LLC stated that they want to have the liquor license on hand for a future restaurant. A question/answer session was opened. Mr. Wahmann asked if we will need to go through the Hearing process again when the liquor license is sold to the actual restaurant? The answer is YES. Public comment was opened and closed.

Mr. Abram made a motion to approve Resolution 2023-10. Mr. Wahmann seconded the motion. All voted in favor.

Executive Session:

There was an executive session on February 7, 2023, to discuss personnel matters. No decisions were made, and no action was taken.

Public Comment: None

PUBLIC SAFETY

Fire Department / Emergency Services:

Discussion/Action – Neversink Fire Company Monthly Reports. Chief Shank was not in attendance. Matt Berfield presented monthly reports.

Mr. Lux stated that Engine 14 lights need to be checked during the yearly inspection at Glick's. They are not working properly.

Mr. Lux presented the financial reports for the month of January.

Police Department:

Chief Ward presented his report of department activities for the month of January.

Discussion/Action – Probationary Period, Patrolman Jablonski. Chief Ward stated that Patrolman Jablonski's probationary period ends February 22, 2023. Patrolman Jablonski has done a great job. Chief Ward recommends moving him forward from probationary to full time.

Discussion/Action – Appointment of Vacant Corporal Position. Three candidates were interviewed. Chief Ward is recommending Patrolman Brandt be promoted to Corporal. Mr. Sell made a motion to promote Officer Brandt to Corporal. Mr. Abram seconded the motion. All

voted in favor. Discussion followed. Promotion will be effective as of the beginning of the next pay period.

Discussion/Action – Approval to Hire Patrolman Applicant. Chief Ward stated that they interviewed three candidates for the Patrolman position. Everyone is in agreement that Elliot Keller is the best fit for the department, and would like to offer him the position pending the results of the background check. Mr. Wahmann made a motion to approve the hiring of Elliot Keller as Patrolman 1 pending the results of the background and psychological evaluations. Mr. Sell seconded the motion. All voted in favor.

Discussion followed regarding the repairs needed for Car 34.

Zoning/Code/Planning Commission Report

Planning Commission Report - None

Next Planning Commission meeting is scheduled for March 29, 2023.

PLANNING – ENGINEERING

Plan Briefing/ Presentation Request(s):

Discussion/Action - 2150 W. Cumberland Street, Sheetz Store Land Development Plan

The following waivers to the SALDO Ordinance were requested:

Section 305 - Preliminary Plan Application

Section 403.1.B - Horizontal Profile Scale

Section 403.6.B - Water Feasibility Report (Section 407.1)

Section 403.6.C - Sewer Feasibility Report (Section 407.2)

Section 502.12 - Sidewalks

Section 502.15.B / 503.2.D - Access Easement

Section 509.2 - Stormwater Easement

Section 510.3 - Minimum Separation of 10 Feet between R/W Line and Street Trees

The following waivers to the Stormwater Ordinance were requested:

Section 302.P - Stormwater Easements

Section 403.B.2 - Horizontal Profile Scale

Section 403.E.8 - Stormwater Easements

Section 403.E.9 - Descriptions of Easements

Section 403.E.10 - Stormwater Easements

Mr. Sherk has no concerns with the above-listed waivers.

Mr. Abram made a motion to approve the waivers for Sheetz, as stated. Mr. Sell seconded the motion. All voted in favor.

Mr. Abram made a motion to approve the Land Development Plan for Sheetz. Mr. Sell seconded the motion. All voted in favor.

Mr. Abram made a motion to approve the Indemnification Agreement for Highway Occupancy Permit. Mr. Wahmann seconded the motion. All voted in favor.

Mr. Abram made a motion to approve the Stormwater Management Best Management Practices Operation and Maintenance Agreement. Mr. Sell seconded the motion. All voted in favor.

Mr. Abram made a motion to approve the Agreement for Public Sidewalk purposes between The Township and Sheetz contingent upon getting signatures on the agreement from the Trustees. Mr. Sell seconded the motion. All voted in favor.

Mr. Abram made a motion to approve the Financial Security Agreement for Sheetz, Inc. Mr. Sell seconded the motion. All voted in favor.

Mr. Wahmann made a motion to approve the Letter of Credit in the amount of \$640, 295.00. Mr. Abram seconded the motion. All voted in favor.

Township Engineer Report:

Discussion/Action – Mr. Sherk reported that he is working with Darren on completing the bid package for the next bridge projects. They should be ready by the end of February. Note was made to include authorization to advertisement bids for the next two bridge projects on the next meeting agenda.

PUBLIC WORKS

Parks & Recreation:

Discussion – Recreation Board Meeting Report – Next Meeting – March 20, 2023.

Buildings/Highway/Recycling:

Discussion/Action – New Administration Building

Change Order 1011 – Mr. Abram made a motion to approve LA Builders Change Order 1011, Deletion of PVC Corner Guards, \$515.00. Mr. Sell seconded the motion. All voted in favor.

Change Order 1012 – Mr. Abram made a motion to approve LA Builders Change Order 1012, Deletion of Window Roller Shades, \$4,240.00. Mr. Sell seconded the motion. All voted in favor.

Change Order 1013 – Mr. Abram made a motion to approve LA Builders Change Order 1013, Add Simplicity Vinyl Base In Lieu Of Standard Vinyl Base, \$2,964.00. Mr. Sell seconded the motion. All voted in favor.

Discussion – New Administration Building - Building Updates.

Mr. Thompson reported that most of the flooring is completed, the first coat of paint is on, the grid for the ceiling is up, and the carpet should be finished next week. The contractor is tentatively scheduled for completion by March 13.

Sanitary Sewer/MS4 Stormwater:

Discussion – Lebanon County Stormwater Consortium – Meeting Packet

Discussion – Dairy Road Pump Station Project Update. Mr. Thompson stated that the Township sent a response letter to Cornwall Borough based on their comments to us. We haven't received a response.

ADMINISTRATION:

Approval of Minutes:

Mr. Sell made a motion to approve the minutes from the February 7, 2023, meeting as written. Mr. Abram seconded the motion. All voted in favor.

Manager's Report:

Administrative Office - Misc. Activities & Correspondence

- Heritage Run Development, Streetlight Compliant. The Township received a complaint on February 14 regarding the street lights in the Heritage Run Development. The lights are within the allowable lumens. A response letter will be sent to the residents.
- Lebanon Valley Conservancy Introductory Letter. Due to the association with the Quittapahilla Watershed Association, the Supervisors are not interested.
- The Lebanon School District contractor, Lobar, sent an email stating that they have concrete pours coming up. They aren't sure of the exact dates or how many pours but they would like to start at 5:00 am. There were no objections.

BUSINESS/REPORTS

New Business:

Discussion/Action – Resolution 2023-11, Grant Application Authorization – CLSD Comprehensive Plan. Mr. Abram made a motion to approve Resolution 2023-11 Authorizing an Application to the Pennsylvania Municipal Assistance Program – Cornwall Lebanon School District Regional Comprehensive Plan. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Mr. Sell made a motion to amend the agenda asking for approval to advertise the Public Meeting between North Cornwall Township and North Lebanon Township, date and time to be determined. Mr. Wahmann seconded the motion. All voted in favor.

Mr. Wahmann made a motion to approve the advertisement of the Public Meeting between NCT and NLT, date and time to be determined. Mr. Sell seconded the motion. All voted in favor.

Old Business: Verizon Cell Tower, Gloninger Woods Park. Justin met with the design representative from Verizon. They are interested in the Gloninger Woods Park but haven't submitted any drawings. They are looking at the third quarter of this year. They will put together an agreement and email it to Mr. Thompson. It will then be forwarded to Ms. Leonard for review. Discussion followed.

Solicitor's Report: None

Supervisor's Report: None

Additional Public Comment: None

Adjournment:

The meeting ended at 6:52 pm. Supervisors held an executive session. No action was taken. Mr. Sell made a motion to adjourn the meeting at 7:22 pm. Mr. Abram seconded the motion. All voted in favor.

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