

**North Cornwall Township
Mid-Month Meeting Minutes
April 18, 2023**

Call to Order:

The April 18, 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, 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 NCTPD.

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

Executive Session:

There was an Informational Meeting with the North Lebanon Township Board of Supervisors to discuss Police Regionalization on April 14, 2023. No action was taken.

There was an executive session prior to the April 18, 2023, Mid-month Board of Supervisors Meeting to discuss legal issues. No action was taken.

Public Comment: None

PUBLIC SAFETY

Fire Department / Emergency Services:

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

Mr. Lux presented the administrative and financial reports for the month of March.

Mr. Lux stated that the Easter Egg Hunt was a big success.

Also, Mr. Lux stated that they met with other fire companies to discuss regional training.

Police Department:

Discussion - Chief Ward presented his report of department activities for the month of March.

Discussion/Action – Approval to Hire Patrolman Applicant. Chief Ward requested approval to hire Patrolman Caleb Rice, currently with Cleona Police Department. Mr. Abram made a motion to approve the hiring of Patrolman Caleb Rice at Patrolman 1, starting May 1, 2023. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action – Letter of Intent, DCED Study - Police Regionalization. Mr. Wahmann stated that at the informational meeting they were informed that we should send a Letter of Intent to DCED requesting a study of the Police Department for regionalization as this will take 3 to 4 months to complete. Mr. Wahmann made a motion to send the executed Letter of Intent to DCED. Mr. Abram seconded the motion. All voted in favor.

Mr. Wahmann stated that North Lebanon Township did the same last night.

Zoning/Code/Planning Commission Report

Planning Commission Report - Mr. Abram stated that the Pinebrooke Subdivision was up for approval. They had two (2) waivers that were presented. One for the removal of a fence, and the other for the water and sewer feasibility study. Ms. Leonard stated that we have not received the necessary financial security.

Next Planning Commission meeting is scheduled for April 26, 2023.

PLANNING – ENGINEERING

Plan Briefing/ Presentation Request(s):

Discussion/Action - Pinehill Builders/Pinebrooke Subdivision. There was no presentation. This will be presented at the next meeting.

Township Engineer Report:

Discussion/Action – Meadow Lane Farms, Phase 5 - Time Extension Request. North Cornwall Township requested a time extension from Landmark Builders, Inc. to orally vote upon the Phase 5, Final Subdivision Plan for Meadow Lane Farms. Herbert, Rowland & Grubic, Inc. responded on behalf of Landmark Builders, Inc. granting a time extension until June 20, 2023. Mr. Sherk recommends accepting this extension. Mr. Abram made a motion to accept the time extension until June 20, 2023. Mr. Sell seconded the motion. All voted in favor.

Discussion - Mr. Sherk stated that the previously approved advertising of the Bridge Maintenance Rehabilitation projects 2 and 3 will run on Friday, April 21, and Wednesday, April 26. Bid results to be reported at the seconded meeting in May.

PUBLIC WORKS

Parks & Recreation:

Discussion/Action – Field Use Request, Gloninger Woods Park. Annville-Cleona School District Athletic Director requested the use of Gloninger Woods Park for their home cross country meets for the fall of 2023. They are also interested in reserving the pavilion and concession stand. Mr. Wahmann made a motion to authorize the use of Gloninger Woods Park by Annville Cleona School District for the 3 dates requested. Mr. Sell seconded the motion. All voted in favor.

Buildings/Highway/Recycling:

Discussion – New Administration Building. Mr. Thompson stated that the canopy is scheduled to be fixed tomorrow. The landscaping is approximately 99% complete. We are waiting for some of the electrical pieces that are scheduled to ship in early May.

Discussion - Mr. Thompson also stated that Construction Masters Services is scheduled to begin paving the alleys on May 8.

Sanitary Sewer/MS4 Stormwater:

Discussion – Lebanon County Stormwater Consortium – Meeting Packet. Mr. Long stated that they received good news. The load reductions for the SQ1 project starting in June can be rolled over to the next cycle.

Discussion/Action - Resolution 2023-14, Act 537 Sewage Facilities Plan Amendment. Due to the increased capacity, the State is requesting that the Act 537 Sewage Facilities Plan be amended which includes a new resolution. Mr. Wahmann made a motion to approve Resolution 2023-14. Mr. Abram seconded the motion. All voted in favor.

Discussion – Dairy Road Pump Station Project Update. Mr. Long stated that we are still on target for bids to go out this year with probable 2024 start date. Cornwall Borough's attorney is reviewing the agreement. Once the agreement is final, we can move forward with the agreements with Cornwall and West Cornwall.

ADMINISTRATION:

Approval of Minutes:

Mr. Abram made a motion to approve the minutes from the April 4, 2023, meeting as written. Mr. Sell seconded the motion. All voted in favor.

Manager's Report:

Administrative Office - Misc. Activities & Correspondence

Discussion - Limitless Management Group - Solicitation Permits. Mr. Long outlined the Township's previous interactions with Limitless Management Group. They purchased solicitation licenses on two (2) separate occasions. In both cases, they did not follow the Ordinance guidelines. They were overly aggressive, they were soliciting after the allotted time allowed, and they purchased licenses for specific people and then had unlicensed employees soliciting. It was suggested that the Township not allow Limitless Management Group to solicit for the remainder of 2023. And if Limitless Management Group applies for any future solicitation permits after January 1, 2024, an authorized letter from the business they are representing must be submitted with the Solicitation Permit Application, and include the business contact person's information. Mr. Wahmann asked Ms. Leonard if this would be a defensible position. Mr. Leonard stated that because we issued them licenses on two different occasions, and both times the licenses were revoked due to non-compliance. Mr. Wahmann made a motion to deny Limitless Management Group and solicitation licenses for the remainder of 2023. Mr. Sell seconded the motion. All voted in favor.

BUSINESS/REPORTS

New Business:

Discussion/Action – Street Sign Installation Request, Creek Run Lane. Mr. Wahmann received a letter requesting a NO OUTLET sign be installed on Creek Run Lane from Mr. Demler of 1851 Creek Run Lane. The letter named other neighbors with the same concerns regarding the traffic on this dead-end street. Mr. Abram made a motion to authorize the placement of a NO OUTLET sign on Creek Run Lane. Mr. Sell seconded the motion. All voted in favor.

Old Business: None

Solicitor's Report: Ms. Leonard stated that she has been exchanging emails with the attorney for Verizon regarding the Cell Tower Lease Agreement. Ms. Leonard has a phone call scheduled for tomorrow.

Supervisor's Report: None

Additional Public Comment: Daniel Bost of Senator Gebhard's office stated that if the Township needs a letter for DCED, we should ask Senator Gebhard, as he is chairman on that committee.

There was also a brief discussion regarding the Police Regionalization Study.

Adjournment:

The meeting ended at 6:30 pm. Mr. Abram made a motion to adjourn the meeting at 6:30 pm. Mr. Sell seconded the motion. All voted in favor.

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