

**North Cornwall Township  
Mid-Month Meeting Minutes  
October 17, 2023**

**Call to Order:**

The October 17, 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 Executive Session on October 3, 2023, to discuss personnel matters. No decisions were made. No action was taken.

**Public Comment:** James and Lila Swank, who reside on Chestnut Street, came to discuss the parking situation on Chestnut Street between 17<sup>th</sup> Street and 19<sup>th</sup> Street. Parking on the south side of Chestnut Street specifically. The parking lane along the south side is narrower than it is supposed to be. Mr. Long stated that lanes were changed to accommodate the Rail Trail Project on the north side of Chestnut Street. The Township will contact the County regarding this situation.

Frank Stewart questioned whether the handicap parking spaces that are taken away to install electric vehicle charging stations will be replaced or recreated? Mr. Sherk stated that this may be a building code issue. Mr. Abram said that the Township will investigate.

**PUBLIC SAFETY**

**Fire Department / Emergency Services:**

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

Jason Martin presented the Chief Engineers Report for the month of September.

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

Discussion – Recruitment/Retention Program Presentation. Mr. Lux outlined a Trial Retention Program for 2024 which monetarily rewards officers and members. There is also Call/Certification Thank You rewards, and a Longevity Program @14. Anticipated costs for this will run around \$30,000 and will require financial backing from the Township. Mr. Wahmann stated that the Supervisors will need to look at the program in more detail.

Mr. Wahmann questioned Mr. Lux on whether Neversink investigated the loans and grants that may be available for facility expansion through the U.S. Dept. of Agriculture. Mr. Lux stated that Neversink is not eligible because they are not owned by the Township. He will have Shaylene contact Mr. Wahmann with the specifics. There are currently three (3) grant applications in the works.

**Police Department:**

Discussion – Chief Ward presented the report on department activities for the month of September.

Discussion/Action – Resolution 2023-18, Regional Police Development Committee Members. Mr. Abram made a motion to approve Resolution 2023-18. Mr. Sell seconded the motion. All voted in favor. Mr. Wahmann stated that North Lebanon Township passed the same Resolution last evening. The North Cornwall Township committee members will be Mr. Wahmann and Mr. Sell, Chief Ward, and Tom Long.

**Zoning/Code/Planning Commission Report**

Next Planning Commission meeting is scheduled for October 25, 2023, at 7:00pm.

## **PLANNING – ENGINEERING**

### **Plan Briefing/ Presentation Request(s):**

Discussion/Action – 870 Tuck Street, Land Development Plan. Josh Weaber of Chrisland Engineering stated that the project consists of the construction of an office building and related material storage, paved parking area, and associated stormwater management facilities.

They are requesting five (5) waivers:

1. §403.6.B and §407.1: Water Service Feasibility Report. Mr. Abram made a motion to approve the waiver for the Water Service Feasibility Report. Mr. Sell seconded the motion. All voted in favor.
2. §403.6.C and §407.2: Sewer Service Feasibility Report. Mr. Abram made a motion to approve the waiver for the Sewer Service Feasibility Report. Mr. Sell seconded the motion. All voted in favor.
3. §403.6.D and §407.3.A: Traffic Evaluation Report. Mr. Abram made a motion to approve the waiver for the Traffic Evaluation Report. Mr. Sell seconded the motion. All voted in favor.
4. §502.11: Curbing. Mr. Abram made a motion to approve the waiver for Curbing. Mr. Sell seconded the motion. All voted in favor.
5. §502.12: Sidewalks. Mr. Abram made a motion to approve the waiver for Sidewalk. Mr. Sell seconded the motion. All voted in favor.

Mr. Abram made a motion to approve the Developer's Agreement, the Stormwater Operations & Maintenance Agreement, and the Sidewalk Deferral Agreement. Mr. Sell seconded the motion. All voted in favor.

Mr. Abram made a motion to conditionally approve the land development plan for 870 Tuck Street upon receipt of the Letter of Credit, and the legal description of the Sidewalk Deferral Agreement. Mr. Sell seconded the motion. All voted in favor.

### **Township Engineer Report:**

Discussion/Action – SQ1 Streambank Restoration Project – Pay Request #4. Mr. Sherk of Steckbeck Engineering & Surveying, Inc. recommends approving payment to Flyway Excavating, Inc. in the amount of \$26,190.00. The Consortium approved reimbursement at today's meeting. Mr. Wahmann made a motion to approve payment to Flyway Excavating, Inc. in the amount of \$26,190.00. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – 2023 Bridge Project – Lobar Site Development – Pay Request #1. Mr. Sherk of Steckbeck Engineering & Surveying, Inc. recommends approving payment to Lobar Site Development Corp. in the amount of \$219,847.50. Mr. Wahmann made a motion to approve payment to Lobar in the amount of \$219,847.50. Mr. Abram seconded the motion. All voted in favor.

All the bridges are done except for NC3 & NC4, which is Bricker Lane and Reist Road. Both have bog turtle restrictions.

## **PUBLIC WORKS**

### **Parks & Recreation:**

Discussion – Recreation Board Meeting Report. Mr. Thompson reported on the Meeting of October 16, 2023. The Rec Board is looking into the lifespan and warranty information on additional playground equipment for Snitz Creek Park, as well as any grant opportunities that may be available.

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

Discussion/Action – New Admin. Building – A.H. Moyer, Pay Request #6. Mr. Thompson submitted Pay Request #6 in the amount of \$27,131.25 for approval. Mr. Sell made a motion to approve payment to A. H. Moyer in the amount of \$27,131.25. Mr. Abram seconded the motion. All voted in favor.

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

Discussion – Lebanon County Stormwater Consortium – Meeting Packet. Mr. Thompson presented the Consortium Meeting Packet to the Supervisor's for review.

## **ADMINISTRATION:**

### **Approval of Minutes:**

Mr. Sell made a motion to approve the minutes from the October 3, 2023, meeting as written. Mr. Wahmann seconded the motion. All voted in favor.

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

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

Discussion – Snitz Creek Stream Restoration Project – Update. Mr. Long stated that he received an email from Russell Collins (Doc Fritchey Trout Unlimited) regarding the Streambank Stabilization Project that was proposed several years ago. They are trying again to get all the property owners on board. This will be put on the agenda for the next Township meeting.

Discussion/Action – Credit Card Payments, Vendor Proposals. Ms. Powers created a spreadsheet comparing cost/fees from People's Bank, First Citizen's Bank, and Jonestown Bank. Discussion followed. Mr. Abram made a motion to authorize the Manager or Assistant Manager to proceed with People's Bank. Mr. Sell seconded the motion. All voted in favor.

## **BUSINESS/REPORTS**

### **New Business:**

Discussion/Action – 2024 Meeting Schedule. Mr. Thompson stated that the main difference with 2024 is that instead of both Election Days being paid Holidays, we will work on both Election Days and then Flag Day (June 14) and the Friday following Thanksgiving will be paid Holidays. Mr. Wahmann made a motion to adopt the 2024 Meeting Schedule. Mr. Abram seconded the motion. All voted in favor.

Mr. Thompson stated that the Township will not take action on the following two (2) resolutions. Ms. Leonard has comments.

Discussion/Action – Resolution 2023-19, Springwood Partners – LSA Grant Application.

Discussion/Action – Resolution 2023-20, Springwood Partners – PA SITES Grant Application.

Ms. Leonard stated that Springwood is interested in pursuing another RACP grant which requires the Township to be the applicant. The LSA Grant (which has a deadline of Nov. 30), and the PA SITES Grant (which has a deadline of Nov. 8), both are the same scenario. The Township is the applicant. Springwood will have to designate specific projects. Springwood is using a Grant Writer. There was talk of the Township possibly assessing an administrative fee. The Township cannot move forward with these Resolutions until we receive the information regarding the specific project descriptions and dollar amounts. The Township does not have a meeting before the Nov. 8 due date but can offer a letter of support which will allow Springwood to complete the application.

Mr. Abram made a motion to authorize Mr. Long to offer a letter of support pending information regarding project designation and dollar amounts. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action – Resolution 2023-21, Intermunicipal Liquor License Transfer – Byler Holdings. The public hearing was held in February 2023. Byler Holdings stated that the recipient would be in NCC - Phase 1 or 1A. This resolution is changing the transfer location to NCC - Phase 4 and 5. Mr. Abram made a motion to approve Resolution 2023-21. Mr. Sell seconded the motion. All voted in favor.

### **Old Business:**

Discussion/Action – Cornwall-Lebanon Comprehensive Plan – Committee Appointment. Mr. Abram made a motion to approve the appointment of Bob Gearhart and Bill Yeagley to the committee. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action – 2024 Budget Review/Comments. Mr. Thompson stated that he sent the Fire Dept. Budget to Chris Lux and Shaylene Scheib and received no comments.

Mr. Wahmann discussed the 2024 Emergency Responders Budget line by line covering Fire Protection Revenues and Expenditures, Emergency Services Revenues and Expenditures, Public Safety, UCC, Public Safety, Code Enforcement, and Planning/Zoning.

**Solicitor's Report:**

Discussion/Action – Stevens & Lee – Conflict Waiver Letter, 1725 Quentin Road. Ms. Leonard explained that Stevens & Lee is our Bond Council and is also representing McDonald's at 1725 Quentin Road. Mr. Wahmann made a motion to acknowledge/accept the Conflict Waiver from Stevens & Lee. Mr. Abram seconded the motion. All voted in favor.

Ms. Leonard stated that the Verizon documents have been signed, sealed, and recorded.

**Supervisor's Report:** None

**Additional Public Comment:** None

**Executive Session:**

The Supervisors retired to Executive Session at 7:32pm. and returned at 7:50pm. Mr. Sell made a motion to add 1731 Quentin Road - Tax Assessment Appeal/Settlement Agreement to the Meeting agenda. Mr. Abram seconded the motion. All voted in favor.

Mr. Sell made a motion to approve the 1731 Quentin Road Tax Assessment Appeal/Settlement Agreement. Mr. Abram seconded the motion. All voted in favor.

**Adjournment:**

Mr. Sell made a motion to adjourn the meeting at 7:53pm. Mr. Abram seconded the motion. All voted in favor.

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