

**North Cornwall Township
Mid-Month Meeting Minutes
December 19, 2023**

Call to Order:

The December 19, 2023, meeting of the North Cornwall Township Board of Supervisors was called to order by Mr. Wahmann at 6:02 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., 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 held prior to the meeting to discuss legal matters. No action was taken.

Public Comment: None

PUBLIC SAFETY

Fire Department / Emergency Services:

Discussion – Neversink Fire Company Monthly Reports. Chief Shank presented the reports including the Chief Engineers Report for the month of November. Mr. Wahmann stated that Neversink hasn't missed a call since August. Mr. Shank stated that Neversink has not missed a call since April.

Mr. Lux presented the financial reports for the month of November and the 2023 Year-To-Date. The 2024 Budget was also presented.

On December 9, the Fire Company handed out 700 bags of candy as they drove Santa Claus around the Township.

Mr. Lux stated that effective January 1, he will be resigning as President.

Police Department:

Discussion – Chief Ward presented the report on department activities for the month of November. Mr. Sell asked Chief Ward if the new vehicle is in service. Chief Ward responded YES.

Discussion/Action – November 16, 2023, Steering Committee Meeting Minutes. Mr. Wahmann made a motion to approve the minutes as written for the November 16, 2023, Steering Committee Meeting. Mr. Sell seconded the motion. All voted in favor.

The December 13, 2023, Regional Police Steering Committee Meeting was held here at the township building. The bulk of the meeting was spent reviewing the first seven (7) articles of the proposed charter.

The next Steering Committee Meeting will be held at the North Cornwall Township Administrative Building on January 25, 2024, at 3:00pm

Zoning/Code/Planning Commission Report

Next Planning Commission meeting is scheduled for January 31, 2024, at 7:00pm. The December meeting was cancelled.

PLANNING – ENGINEERING

Plan Briefing/ Presentation Request(s): None

Township Engineer Report:

Discussion/Action – 2023 Bridge Maintenance Project, Lobar Site Development – Pay Request #2. Mr. Sherk stated that this pay request is for work through November. Mr. Sherk is recommending payment in the amount of \$102,150.25. The Township is holding 5% Retainage until closeout documents have been received. Mr. Sell made a motion to approve payment to Lobar Site Development for Application #2 in the amount of \$102,150.25. Mr. Abram seconded the motion. All voted in favor.

Mr. Abram thanked Mr. Sherk for his service to The Township during his time serving as Supervisor.

PUBLIC WORKS

Parks & Recreation:

Discussion/Action – Resolution 2023-27, Marcellus Shale Grant Application. Mr. Thompson stated that the resolution will be submitted along with the Grant application for \$25,000 for playground equipment at Snitz Park. Mr. Sell made a motion to approve Resolution 2023-27. Mr. Abram seconded the motion. All voted in favor.

Buildings/Highway/Recycling: None

Sanitary Sewer/MS4 Stormwater:

Discussion – Mr. Thompson announced that the Township received \$1,000,000 for the ARPA Grant which is to be used on the pump station. We applied for \$2.7 million. The second grant to be used for the meter chamber that we are going to install for Cleona, West Cornwall, and Cornwall was approved in the amount of \$141,727.00. We applied for \$155,000.00.

Discussion – Mr. Wahmann asked when the Township will put out bids for the Dairy Road Pump Station. Mr. Thompson stated that the end of January or beginning of February. Orders will be placed earlier than normal through CoStars for some generators and pumps to avoid delays later in the process.

Discussion – Mr. Wahmann asked if the Township has heard when the bid, or the advertisement for bid will go out for the 22nd Street Bridge project. Mr. Thompson stated that Steckbeck Engineering needs to do the survey work at the Motorcycle Club. The project was initially scheduled for a 2024 start. Due to a funding shortfall, the start date has been pushed to 2026. PennDOT is looking to apply for additional funding through the Carbon Program. The Motorcycle Club project and the 22nd Street Bridge project will be bid separately so that the Motorcycle Club portion can be completed by the time the Bridge project starts.

ADMINISTRATION:

Approval of Minutes:

Mr. Sell made a motion to approve the minutes from the December 5, 2023, meeting as written. Mr. Abram seconded the motion. All voted in favor.

2024 Budgets:

Discussion/Action – Resolution 2023-28, Appropriating Funds for 2024. Mr. Abram made a motion to approve Resolution 2023-28, Appropriating Funds for 2024 Budget. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Resolution 2023-29, Fixing Tax Rates for 2024. Mr. Abram made a motion to approve Resolution 2023-29, Fixing Tax Rates for 2024. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Adoption of 2024 Budgets. All advertising requirements have been met. Mr. Wahmann made a motion to adopt the 2024 Budgets. Mr. Sell seconded the motion. All voted in favor.

Manager's Report:

Administrative Office - Misc. Activities & Correspondence

Discussion – Manager's Resignation Letter. Mr. Long presented his resignation/retirement letter to the Supervisors. His last day of employment will be February 5, 2024. Mr. Abram proclaimed that in honor of Mr. Long's 33 years of stellar service to the Township, he would like to make a motion to rename this building the Thomas J. Long, Sr. Administrative Building. Mr. Wahmann seconded the motion. All voted in favor. Mr. Abram stated that there will be a plaque installed on the building. Mr. Wahmann said that Mr. Long has been a great mentor.

Discussion – 2024 Township Calendar. Mrs. Urban prepared the 2024 Township Calendar which is at the printer and will be mailed later this week. All the Supervisor's stated that the calendar "Looks Great."

Discussion – Lebanon Community Library, Thank You Letter. The letter is a Thank You for the \$10,000.00 donation.

BUSINESS/REPORTS

New Business:

Discussion/Action – Resolution 2023-30, Amending Various Lines in 2023 Budget. Taxable Income went up, and Interest Income went up. Mr. Abram made a motion to approve Resolution 2023-30. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Resignation Letter, Zoning Hearing Board Chairman. Mr. Yeagley submitted his resignation letter as Chairman of the Zoning Hearing Board. Mr. Abram made a motion to accept Mr. Yeagley's letter of resignation. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Authorized Signers, Township Bank Accounts. Mr. Abram must be removed as a signer, and Mr. Yeagley will be added effective January 2, 2024. Mr. Wahmann made a motion to remove Mr. Abram and add Mr. Yeagley to the North Cornwall Township bank accounts. Mr. Sell seconded the motion. All voted in favor.

As of January 2, 2024, authorized signers will be Mr. Wahmann, Mr. Sell, Mr. Yeagley, and Mr. Thompson. Mr. Thompson is replacing Mr. Long.

Old Business: None

Solicitor's Report: None

Supervisor's Report: Mr. Abram said that it has been a pleasure to serve North Cornwall Township along with the other Supervisors. Mr. Sell presented Mr. Abram with a commemorative plaque as a Thank You for all his years of service.

Additional Public Comment: Mr. Yeagley thanked Mr. Long and Mr. Abram. He stated that North Cornwall Township has improved considerably under this group of Supervisors.

Adjournment:

Mr. Abram made a motion to adjourn the meeting at 6:36pm. Mr. Sell seconded the motion. All voted in favor.

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