

**North Cornwall Township  
Board of Supervisor's Meeting  
February 6, 2024**

**Call to Order:**

The February 6, 2024, meeting of the North Cornwall Township Board of Supervisor's was called to order by Mr. Wahmann at 7:00 pm with the Pledge of Allegiance to the Flag.

In attendance were Supervisors Michael Wahmann, Chairman, Bill Yeagley, Vice-Chairman, Ronald Sell, Treasurer, Justin Thompson, Public Works Director/Assistant Manager, Chief Harry Ward of NCTPD, Amy Leonard, Township Solicitor, and Steve Sherk, Township Engineer.

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

**Executive Sessions since last meeting:**

There was one executive session on January 16, 2024, to discuss legal matters. No action resulted.

**Public Comment:** None

**PUBLIC SAFETY**

**Fire Department/Emergency Services:**

Any items to report: None.

**Police Department:**

Discussion/Action – December 13, 2023, Steering Committee Meeting Minutes- Mr. Sell made a motion to approve the meeting minutes from the December 13, 2023, Regional Police Department Steering Committee meeting. Mr. Yeagley seconded the motion. All voted in favor.

Mr. Wahmann updated all on the progress of the Regional Police Steering Committee from the January 25, 2024, meeting. The Committee completed the first draft of the Charter Agreement. A finalized draft of the Charter Agreement is expected to be reviewed at the next meeting.

The next Steering Committee meeting will be February 22, 2024, at 3:00 P.M. at the North Lebanon Township Building.

**Zoning/Code/Planning Commission Report:**

Mr. Thompson updated the Board on the January 31, 2024, Planning Commission meeting. A sketch plan for 700 E. Penn Ave was discussed. That plan will have to be considered by the Zoning Hearing Board for two variances. Also reviewed was the Lebanon Quittie Park Land Development Plan (LDP) to be located at 2455 Chestnut St. The LDP will be presented again once items requested from the Township Engineer have been addressed. The next Planning Commission Meeting is scheduled for Wednesday, February 28, 2024, at 7:00 P.M.

**PLANNING-ENGINEERING**

**Planning-Presentation Request:**

Discussion/Action – None.

**Township Engineer Report:**

Discussion/Action-Any miscellaneous items to report: None.

## **PUBLIC WORKS**

### **Park & Recreation:**

Discussion/Action- Recreation Board Member, Resignation Letter-Mr. Wahmann motioned to accept the resignation letter from Justin Thompson. Mr. Yeagley seconded the motion. All voted in favor.

Discussion/Action- Recreation Board Member, Letter of Interest- Mr. Sell motioned to accept Tom Long for the Recreation Board, filling the vacancy left by the resignation of Justin Thompson. Mr. Yeagley seconded the motion. All voted in favor.

The next Recreation Board meeting is scheduled for Monday, March 18, 2024.

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

Discussion/Action-Any misc. items to report - None.

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

Discussion/Action-Mr. Thompson stated that he expects the entire bid packet for the Dairy Road Pump Station to be available for review Friday, February 9, 2024.

## **ADMINISTRATION**

### **Approval of Minutes:**

Discussion/Action – January 16, 2024, Meeting Minutes - Mr. Sell made a motion to approve the January 16, 2024, Meeting Minutes as written. Mr. Yeagley seconded the motion. All voted in favor.

**Treasurer's Report:** Mr. Wahmann motioned to approve the Treasurer's Report to be filed for annual audit and the payment of bills presented. Mr. Yeagley seconded the motion. All voted in favor.

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

#### **Administrative - Misc. Correspondence of items to Report, Discussion/Action:**

W. Walnut Street/Quittapahilla Drive Intersection-Parking Complaint- The Township received a complaint of a car parking on the street in the 500 block of W. Walnut Street, impeding traffic. Discussion followed.

Mr. Wahmann moved for the amendment to the Traffic Ordinance to include the discussed section of W. Walnut St. as a No Parking zone. Mr. Sell seconded the motion. All voted in favor.

## **BUSINESS/REPORTS**

### **New Business:**

Discussion/Action – Township Manager Appointment- Mr. Wahmann moved for the appointment of Justin Thompson as Township Manager. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action- Vacancy Board Appointment- Mr. Wahmann made a motion to appoint Sam Abram, Jr. to the Vacancy Board. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action- Resolution 2024-09, 2024 Fee Schedule- Mr. Wahmann motioned for the adoption of Resolution 2024-09, setting the 2024 Fee Schedule for the North Cornwall Township. Mr. Sell seconded the motion. All voted in favor.

**Old Business:**

Discussion/Action – None

**Solicitor's Report:**

Discussion/Action- Resolution 2024-10, Right to Know Policy Update-Ms. Leonard explained that the Right to Know policy for the North Cornwall Township needed to be updated and consolidated. R2024-10 repeals both R2014-24 and R2009-08. Mr. Sell motioned to approve R2024-10 - Right to Know Policy. Mr. Yeagley seconded the motion. All voted in favor.

**Supervisor's Report:** None.

**Public Comment:** Tom Long thanked the Board of Supervisors for the retirement party and dedication of the new administration building. He also wanted to thank the staff and employees he had the chance to work with over the years. He appreciated all that was done and the time he had working for the Township.

**Adjournment:**

Mr. Sell made a motion to adjourn the regular meeting at 7:18 P.M. Mr. Yeagley seconded the motion. All voted in favor.

Respectfully Submitted,  
Justin Thompson  
Township Manager  
JT/su