

**North Cornwall Township
Mid-Month Meeting Minutes
September 17, 2024**

Call to Order:

The September 17, 2024, 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, Ronald Sell, Treasurer, Justin Thompson, Township Manager, Steve Sherk, Steckbeck Engineering and Surveying, Inc., Amy Leonard, Henry and Beaver Law Firm, and Sgt. Paul Savini of North Cornwall Township Police Department. Absent was William Yeagley, Vice-Chairman.

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

Executive Session:

No sessions since the last Board meeting.

Public Comment: Residents of the Creekside Development were present to voice their concerns about their safety when walking on Creekside Drive due to speeding cars. The Board heard from Kevin Grier, who conducted his own speeding study on Creekside Drive, and explained why he thinks speeding is on an upward trend. Richard Gast, Teresa Wallace, Kim Feeman, Russ Karli, and others who did not identify themselves, inquired about speed bumps, stop signs, sidewalk installations, rumble strips, light reflectors and lowering the speed limit as options to deter speeding. Sam Abram, also a Creekside resident, began his approach to the Board by thanking them for their time and efforts with the police department regionalization and their investment in the community. He then stated that Creekside Drive as a road was designed to be traffic calming, has clear sight lines, and the medians are walkable. He counter-pointed the options suggested by the other residents. Mr. Wahmann inquired about the methods Mr. Grier used for his study and asked to see the data he compiled. Mr. Grier will provide the data. Sgt. Savini added that the North Cornwall Township Police Department completed a speed study in 2021, and there is not a notable increase in numbers between the two studies. Mr. Sherk provided information on the process to have the speed limit lowered. It is possible the study that needs to be conducted in order to do so can justify the speed limit to be raised, not lowered. Ms. Leonard further clarified that for the residents. The Board and Mr. Thompson continued to hear and address the residents' suggestions. Mr. Wahmann would like all three Supervisors to meet with Mr. Thompson, Mr. Sherk, the Police Department and the Highway Department to further discuss any options. He invited any Creekside residents to leave their contact information if they wish to discuss the issue further.

PUBLIC SAFETY

Fire Department / Emergency Services:

Discussion – Neversink Fire Company Monthly Reports - Chief Shank summarized the reports for August including the Chief Engineers Report.

Mr. Thompson informed the Board that the fire company's year-to-date budget and their proposed 2025 budget are available for their review. Mr. Wahmann would like to discuss the budget at the October 1, 2024, Board of Supervisor's meeting.

Chief Shank stated Neversink will be working on applications for both the LSA and Norfolk Southern grants. Township staff will assist with the application process.

Police Department:

Discussion – Monthly Police Reports - Sgt. Savini presented the report on department activities for the month of August.

Discussion/Action – Approval to Advertise for Administrative Assistant – The position will be hired by and begin employment under North Cornwall Township and will become an employee of the Regional Police Commission in January 2025. Mr. Wahmann made a motion to approve the advertisement for Administrative Assistant. Mr. Sell seconded the motion. All voted in favor.

Discussion – September 10, 2024, Regional Police Commission Meeting Report - Mr. Wahmann reported that at this most recent meeting, the Lebanon County Regional Police Commission approved the banking institutions, payroll and scheduling services, the website, and other computer-based programs. Badges and vehicle graphics were reviewed. The next meeting is scheduled for September 25, 2024, at 6:30 pm.

Zoning/Code/Planning Commission Report:

The next Planning Commission meeting is scheduled for September 25, 2024, at 7:00pm.

PLANNING – ENGINEERING

Plan Briefing/ Presentation Request(s): None

Township Engineer Report:

Discussion/Action – SQ1 Floodplain Restoration Project, Pay Request #6/Final – Another walk-through of the site was completed in September. Vegetation has improved and warranty work to replace trees and shrubs will be completed when the weather is appropriate. Mr. Sherk recommends final payment in the amount of \$20,338.94. Mr. Sell motioned to approve SQ1 Floodplain Restoration Project, Pay Request #6/Final, in the amount of \$20,338.94. Mr. Wahmann seconded the motion. All voted in favor.

PUBLIC WORKS

Parks & Recreation:

Tom Long gave a report from the September 16, 2024, Recreation Board meeting. The next meeting is scheduled for October 21, 2024.

Buildings/Highway/Recycling:

Discussion – Any miscellaneous items to report- Mr. Thompson reported that the current North Cornwall Township Police Department building is undergoing minor renovations. The work should take approximately 4 weeks.

Sanitary Sewer/MS4 Stormwater:

Discussion – Lebanon County Stormwater Consortium – Meeting Packet - Mr. Thompson stated that the meeting packet for the Lebanon County Stormwater Consortium is provided for review.

Discussion/Action – DRPS Replacement project – Execute and Approve Contracts –Mr. Thompson requested approval of the contracts and Performance and Payment Bonds for each contractor. Mr. Sell made a motion to approve the execution of the contracts, Performance, and Payment Bonds for the Dairy Road Pump Station. Mr. Wahmann seconded the motion. All voted in favor.

ADMINISTRATION:

Approval of Minutes:

Discussion/Action – September 3, 2024, Meeting Minutes. Mr. Sell made a motion to approve the minutes of the September 3, 2024, meeting as written. Mr. Wahmann seconded the motion. All voted in favor.

Manager’s Report:

Administrative Office - Misc. Activities & Correspondence:

Discussion/Action – 2021-2023 Liquid Fuels Audit Report – Mr. Thompson reported that the 2021-2023 Liquid Fuels Audit showed no findings. Mr. Wahmann made a motion to approve the 2021-2023 Liquid Fuels Audit. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – 2025 Township Meeting Dates – The 2025 Township Meeting Dates were presented to the Board for review. The July 1, 2025, Board of Supervisors meeting will be removed from the list. Mr. Wahmann moved for the approval of the 2025 Township Meeting Dates, with the omission of the July 1, 2025, Board of Supervisors Meeting. Mr. Sell seconded the motion. All voted in favor.

BUSINESS/REPORTS

New Business:

Discussion/Action – 2025 MMO Contributions – Mr. Sell made a motion to approve the Non-Uniform MMO Contributions for 2025 in the amount of \$53,893.00. Mr. Wahmann seconded the motion. All voted in favor. Mr. Sell motioned to approve the Uniform MMO Contributions for 2025 in the amount of \$153,697.00. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action – 700 East Penn Avenue Time Extension Letter – Mr. Wahmann made a motion to approve the 90-day Time Extension Letter of the Land Development Plan for 700 East Penn Avenue. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – 2231 Met-Ed Utility Easement – Mr. Wahmann motioned to approve the Met-Ed Utility Easement at 2231 Walnut Street. Mr. Sell seconded the motion. All voted in favor.

Old Business:

Discussion/Action – 2025 General Fund Budget Draft #2 Review – Mr. Thompson reviewed the General Funds expenditures by account totals for General Government Administration, Public Safety, Public Works, and Other Miscellaneous Expenditures. The total projected expenditure is \$4,281,447.00. State Fund, Fire and Emergency Services Fund, and the Park and Recreation Fund will be discussed at the next meeting.

Solicitor's Report:

Discussion/Action – Approval to Advertise Ordinance #336 – Vacating a Portion of Wilhelm Avenue – Ms. Leonard reported that approval to advertise will not be sought at this meeting. In discussion with Mr. Thompson, they considered a water line owned by City of Lebanon Authority that is in the area the Township wants to vacate. Furthermore, a visual aid showing the underground and aboveground utilities, as well as any easements, should accompany the Ordinance. Ms. Leonard and Mr. Thompson will continue to work on the Ordinance.

Supervisor's Report:

Mr. Wahmann commented on the Verizon tower. The pre-surveying has been completed. Infrastructure work will begin soon. It is expected to be installed by late November.

Additional Public Comment: Mr. Long asked if the hiring of an Administrative Assistant was part of the September 10, 2024, Regional Police Commission meeting. The Supervisors replied that it was. They further added that the salary costs will be split 50/50 with North Lebanon Township. Mr. Long then asked if the revenues from the Verizon tower were going directly into the Parks and Recreation Fund in the 2025 Budget Draft, or into other accounts. Mr. Thompson replied that it is set up to be directly deposited into the Parks and Recreation Fund.

Executive Session: The Board retired to an executive session at 7:55 pm and returned at 8:12 pm.

Adjournment: Mr. Sell made a motion to adjourn the meeting at 8:12 pm. Mr. Wahmann seconded the motion. All voted in favor.

Respectfully Submitted,
Justin M. Thompson
Township Manager

JMT/su