

**North Cornwall Township
Mid-Month Meeting Minutes
October 15, 2024**

Call to Order:

The October 15, 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, William Yeagley, Vice-Chairman, Ronald Sell, Treasurer, Justin Thompson, Township Manager, Steve Sherk of Steckbeck Engineering and Surveying, Inc., Amy Leonard of Henry & Beaver Law Firm, and Cpl. Bradley Brandt of North Cornwall Township Police Department.

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

Executive Session: None

Public Comment: None

PUBLIC SAFETY

Fire Department / Emergency Services:

Discussion – Neversink Fire Company Monthly Reports. Chief Shank summarized the reports for September. Twenty-four (24) calls were in Township, and sixteen (16) were mutual aid calls. Also, the Chief Engineers Report was presented. There were 24 incidents. 18 were calls, 3 were training, 1 was public service, and 2 were fuel runs.

Mr. Wahmann asked for an update on the joint training. Chief Shank responded that they normally meet on the 3rd Monday of the month and will resume that schedule this month. There were no meetings over the summer months.

Discussion – Mr. Eisenhauer, President of Neversink Fire Company reported on the financials for the month of September.

Police Department:

Discussion – Cpl. Brandt presented the report on department activities for the month of September. There were 519 calls for service, 78 traffic arrests, 32 non-traffic arrests, and 16 criminal arrests.

Discussion/Action – Regional Police Department, Building Rental Fee. Mr. Wahmann stated that it was decided that the building rental fee would be \$10.00 per square foot. The square footage is 4,500 making the yearly rental fee \$45,000.00. Mr. Wahmann made a motion to adopt the Building Rental Fee of \$10/sf. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Funds transfer to Regional Police Department. Mr. Wahmann stated that the Regional Police Department is incurring some start up expenses and he is proposing that North Cornwall Township advance \$20,000.00 on next year's money to the Lebanon County Regional Police Department. North Lebanon Township will match the advance. Mr. Wahmann made a motion to advance \$20,000.00 from the general fund to LCRPD. Mr. Sell seconded the motion. All voted in favor.

Discussion – October 8, 2024, Regional Police Commission Meeting Report. Mr. Wahmann stated that in addition to discussing the previous two items, there were presentations regarding pension plans from both Stifel and Conrad-Seigel.

Action was taken regarding the advertisement for the 24th patrolman for LCRPD.

Several grants were discussed including the LSA Grant and the DCED Grant. So far, over \$233,000.00 in grants have been applied for by the LCRPD.

The next Regional Police Commission Meeting: October 22, 2024, 6:30pm. at the North Lebanon Township building.

Zoning/Code/Planning Commission Report:

The next Planning Commission meeting is scheduled for October 30, 2024, at 7:00pm.

PLANNING – ENGINEERING

Plan Briefing/ Presentation Request(s):

Discussion/Action – N. Cornwall Commons, Lot 26 Land Development Plan. Mr. Swank submitted the land development plan for North Cornwall Commons, Lot 26, which is a 1.34 acre lot along Blackford Boulevard. This will be a 36 unit, 3 story condominium with some underground parking. Mr. Swank is asking for approval of the plan conditioned upon receipt of the financial security which should be in place by next week. Ms. Leonard agreed that the bond is the only outstanding item as far as she is concerned. Emily Bixler of LebTown asked what the average size of the units will be. Mr. Swank responded that there are some studio apartments which are 986sf, and the 3-bedroom apartments are 2,071sf. Most of the apartments are 2-bedroom units. Mr. Yeagley said that everything would be “cleaner” if we waited to approve the plan until the bond is received. Mr. Swank anticipated that response and presented a check payable to North Cornwall Township to be cashed and held until the bond is available. Ms. Leonard did not advise accepting the check as a substitute until the bond is received. Mr. Yeagley agreed. Mr. Swank will come back next month with the proper financial security.

Discussion/Action – Mr. Thompson stated that there are several waivers of the Settlement Agreement that are being requested:

1. Section 8.H, Article 3.7.7 – Benches along Blackford Boulevard. Mr. Wahmann made a motion to waive the requirement for benches along Blackford Boulevard. Mr. Yeagley seconded the motion. All voted in favor.
2. Section 8.H, Article 3.7.12 – Trash Receptacles along Blackford Boulevard. Mr. Wahmann made a motion to waive the requirement for trash receptacles along Blackford Boulevard. Mr. Yeagley seconded the motion. All voted in favor.
3. Section 8.H, Article 3.10.10 – Shade Trees along Blackford Boulevard. Mr. Wahmann made a motion to waive the requirement for shade trees along Blackford Boulevard. Mr. Yeagley seconded the motion. All voted in favor.

Township Engineer Report:

Discussion/Action – 870 Tuck Street, Letter of Credit Reduction #1. Kit Property Management is requesting a reduction to the Letter of Credit. In consideration of completed work, Steckbeck Engineering recommends release of \$122,226.30 leaving a balance of \$11,903.70. Mr. Sherk stated that during construction, the dumpster was constructed approximately 20’ east of the location shown on the approved plan, eliminating 2 parking spaces. That makes a one parking space deficit from the minimum number of spaces required by the Zoning Ordinance. Mr. Sell made a motion to release \$122,226.30 from the Letter of Credit for 870 Tuck Street. Mr. Yeagley seconded the motion and then asked if Steckbeck Engineering and the Township Zoning Officer were notified of the change in advance. Mr. Sherk’s response was NO. Mr. Yeagley stated that the contractor should be informed that proper procedure would have been to notify both Steckbeck Engineering and NCT Zoning Officer before changing the approved plan. All voted in favor.

PUBLIC WORKS

Parks & Recreation:

Discussion – Mr. Wahmann commented that the new playground equipment installation is underway. Mr. Thompson stated that the play structure is in place. The poured rubber needs to go down but so far everything looks good.

Buildings/Highway/Recycling: None

Sanitary Sewer/MS4 Stormwater:

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

Discussion/Action – DRPS Replacement Project – Construction Inspection Proposal. Mr. Thompson stated that at the previous meeting there was a back-and-forth discussion relating to which engineering firm we would like to take care of the daily construction inspections, Steckbeck Engineering, ACT One/HRG.

Mr. Sell made a motion to reluctantly approve ACT One for the Construction Inspection phase. Mr. Yeagley reluctantly seconded the motion. All reluctantly voted in favor.

ADMINISTRATION:

Approval of Minutes:

Discussion/Action – October 1, 2024, Meeting Minutes. Mr. Sell made a motion to approve the minutes of the October 1, 2024, meeting as written. Mr. Yeagley seconded the motion. All voted in favor.

Manager's Report:

Administrative Office - Misc. Activities & Correspondence:

Discussion – Mr. Thompson received an email from Michael Schroeder of Quittapahilla Watershed Association. They are conducting a trash cleanup at the SQ1 Project location. They will put all the trash collected on a pile and asked if the NCT Highway Dept. would pick it up and dispose of it. The Supervisors were all in approval.

BUSINESS/REPORTS

New Business:

Discussion/Action – Heritage Run Development – LOC Cancellation / Replacement. Ms. Leonard stated that this is acceptable to add to the agenda because it is a de minimis item. Heritage Run Development would like to substitute the Letter of Credit currently on file with an equivalent LOC from Lebanon Federal Credit Union. Mr. Wahmann made a motion to add this item to the agenda. Mr. Sell seconded the motion. All voted in favor. Mr. Yeagley made a motion to approve the Letter of Credit, cancelling the LOC from Jonestown Bank & Trust and replacing it with a LOC from Lebanon Federal Credit Union in the amount of \$1,197,401.61. Mr. Sell seconded the motion. All voted in favor.

Discussion/Action – Fox Bend Development, Sanitary Sewer Bond Reduction #2. Mr. Thompson stated that the Township received a letter from ACT ONE & Associates recommending a reduction to the Sanitary Sewer Financial Security in the amount of \$15,389.27 leaving a remaining balance in the amount of \$29,137.93. Mr. Sell made a motion to approve the reduction of the Sanitary Sewer Financial Security in the amount of \$15,389.27. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action – Lebanon County Treasurers Office – Tax Collection Agreement Amendment. Mr. Thompson presented an updated Inter-Municipal Agreement from the Lebanon County Treasurer's office as well as Resolution #2024-21. They are changing the tax collection rate from \$.50 to \$1.00 per bill. Mr. Wahmann made a motion to accept the Amendment to the Inter-Municipal Agreement. Mr. Yeagley seconded the motion. All voted in favor. Mr. Wahmann made a motion to approve Resolution #2024-21, approving the Amendment. Mr. Yeagley seconded the motion. All voted in favor.

Discussion/Action – N. Cornwall Commons Apartments, Lot 20 – Time Extension Letter. Mr. Thompson received a letter from Mr. Swank granting a 90-day time extension (January 22, 2025), in which to take action for the North Cornwall Commons Apartments, Lot 20 project. Mr. Wahmann made a motion to approve the 90-day time extension for North Cornwall Commons Apartments, Lot 20. Mr. Yeagley seconded the motion. All voted in favor.

Old Business: None

Solicitors' Report:

Discussion/Action – Approval to Advertise Ordinance #336 – DRPS Loan. Ms. Leonard stated that this ordinance indicates the Township's intent to issue General Obligation Bonds in an amount not to exceed \$5.5 million dollars in accordance with the Local Government Debt Act. Mr. Wahmann made a motion to approve the advertisement for Ordinance #336, Dairy Road Pump Station financing. Mr. Sell seconded the motion. All voted in favor.

Supervisor's Report: None

Additional Public Comment: None

Adjournment:

Mr. Yeagley made a motion to adjourn the meeting at 6:46pm. Mr. Sell seconded the motion. All voted in favor.

Respectfully Submitted,
Justin M. Thompson
Township Manager

JMT/cm