

**North Cornwall Township  
Mid-Month Meeting Minutes  
November 19, 2024**

**Call to Order:**

The November 19, 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., and Sgt. Paul Savini of North Cornwall Township Police Department. Absent was William Yeagley, Vice-Chairman, and Amy Leonard, Henry and Beaver Law Firm.

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

**Executive Session:**

No sessions since the last Board meeting.

**Public Comment:** Emily Bixler, Lebtown reporter, asked for clarification on the police budget for 2025 compared to 2024. She also inquired if the Regional Police Department was seeking grant funding.

**PUBLIC SAFETY**

**Fire Department / Emergency Services:**

Discussion – Neversink Fire Company Monthly Reports – Fire Chief Josh Shank reviewed the Chief’s Report and Chief Engineer’s Report for the month of October. He then provided a status update on the controlled burn that was planned on a vacant lot on Cornwall Road. Due to the current burn ban the controlled burn is now planned for Early Spring of 2025. Lastly, he informed the Board that the fire company will hold a boot drive fundraiser at Lowe’s on Friday, November 29, 2024, from 9 am until 12:30 pm.

Bob Firestine, Assistant Secretary, detailed the October Financial Reports of the fire company. Expenses for the month of October appear higher, he explained, but that is due to a transfer of funds from the checking account to an investment fund.

Discussion/Action – Resolution 2024-22, LSA Grant Application- The fire company will apply for a grant to fund interior and exterior renovations as well as electrical upgrades to their station. Mr. Wahmann approved R2024-22, the LSA Grant Application for Neversink Fire Company in the amount of \$40,000.00. Mr. Sell seconded the motion. All voted in favor.

**Police Department:**

Discussion – Monthly Police Reports - Sgt. Savini presented the report on department activities for the month of October which included 534 calls of service.

Mr. Wahmann updated those in attendance details from the November 13, 2024 Regional Police Commission Meeting. Approvals for health care insurance and general liability insurance contracts occurred. The new administrative assistant was introduced. The upfitting of the police cars is being scheduled.

The next Regional Police Commission Meeting will be November 26, 2024, at 6:30 pm at the North Lebanon Township Building.

Lastly, there will be a swearing-in ceremony for all 24 of the Lebanon County Regional Police Officers on December 19, 2024, at 3:00 pm at the Lebanon County Courthouse in Courtroom #4.

**Zoning/Code/Planning Commission Report:** The November 20, 2024, Planning Commission meeting is cancelled. The next meeting is December 18, 2024 at 7:00 pm.

**PLANNING – ENGINEERING**

**Plan Briefing/ Presentation Request(s):** None

**Township Engineer Report:** Mr. Sherk will have financial security reductions in place for the next Board meeting.

**PUBLIC WORKS**

**Parks & Recreation:** None.

**Buildings/Highway/Recycling:** None.

**Sanitary Sewer/MS4 Stormwater:**

Discussion – Lebanon County Stormwater Consortium – Meeting Packet - Mr. Thompson provided the meeting packet for the Lebanon County Stormwater Consortium for the Board’s review.

**ADMINISTRATION:**

**Approval of Minutes:**

Discussion/Action – November 12, 2024, Meeting Minutes. Mr. Sell made a motion to approve the minutes of the November 12, 2024, meeting as written. Mr. Wahmann seconded the motion. All voted in favor.

**Manager’s Report:** None.

**BUSINESS/REPORTS**

**New Business:**

Discussion/Action – PD Building Renovations – CB Construction Services- Pay Request#1/Final – Mr. Sell made a motion to approve the pay request from CB Construction in the amount of \$114,573.00. Mr. Wahmann seconded the motion. All voted in favor.

Discussion/Action – 2024 Audit Engagement Letter- Mr. Thompson explained that the letter is needed to start the 2024 audit. Mr. Sell made the motion to approve the 2024 Audit Engagement Letter for Stanilla, Seigel and Maser. Mr. Wahmann seconded the motion. All voted in favor.

**Old Business:** None.

**Solicitor’s Report:** None.

**Supervisor’s Report:** None.

**Additional Public Comment:** None.

**Adjournment:** Mr. Sell made a motion to adjourn the meeting at 6:20 pm. Mr. Wahmann seconded the motion. All voted in favor.

Respectfully Submitted,  
Justin M. Thompson  
Township Manager

JMT/su