

MINUTES OF THE CORNWALL BOROUGH COUNCIL MEETING  
HELD ON MONDAY, MAY 9, 2022, AT 6:30 P.M.  
AT SACRED HEART CHURCH

Council President Bruce Harris called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

PRESENT

Council President Bruce Harris, Council Vice President Bruce Conrad, Council Pro Tem Ron Ricard, John Karinch, Thomas Burton, Al Brandt and Mayor Mark Thomas

ALSO PRESENT

Borough Manager Cody Rhoads, Highway Superintendent Tom Smith, Police Chief Brett Hopkins and Borough Engineer Jeff Steckbeck

ABSENT

Beth Yocum

PUBLIC

Meeting attendance sheet is attached hereto

PUBLIC COMMENT – WATER & SEWER

Jo Roussey, 123 Pine Street, stated that she noticed her water pressure has been fluctuating. Mr. Karinch stated that it could have possibly been caused by hydrant flushing.

WATER & SEWER BUSINESS

REPORTS

Al Brandt made the motion, seconded by Bruce Conrad, to approve the water and sewer reports. Motion passed.

PUBLIC COMMENT

Harvey Turner, 1012 Alden Way, stated that he received a phone call from Mr. Ricard in which he was told that he would never be able to do anything at the Alden Mansion unless he gave up the right-of-way behind Northgate.

Mr. Ricard stated that he was told Mr. Turner stopped into the borough office and asked if there was anyone from Northgate that he could speak to. That was what prompted Mr. Ricard's call. Mr. Ricard stated that he never said what Mr. Turner insinuated. He said that the people of Northgate have no problem with anything Mr. Turner wants to do with the property, only that it must be done through the proper process.

Council suggested Mr. Ricard and Mr. Turner do not speak with each other outside of council meetings.

Ms. Roussey thanked the police for putting the radar sign on Cornwall Road.

Dawn Decourcy, 621 Aspen Lane, submitted a written request for a hidden driveway sign for her property. Mr. Smith stated that he can put one up if council desires, but he did not think it was warranted based on the topography of the road. His feeling was that it was hidden because of the shrubbery growth around the entrance. Mr. Harris stated that he would talk to the owner about the situation.

#### APPROVAL OF MINUTES

Bruce Conrad made the motion, seconded by Al Brandt, to approve the minutes of the April 11, 2022 council meeting. Motion passed.

#### REPORTS

John Karinch made the motion, seconded by Bruce Conrad, to approve the reports. Motion passed.

Mr. Harris read the budget report for April 2022.

#### OLD BUSINESS

Mr. Karinch asked if there was any update for warning lights at the Rail Trail crossing. Mr. Rhoads said the last time he talked to Mr. Fitzkee, they were pursuing some federal funding for safety improvements.

Mr. Harris asked if there was any information about a shredder truck. Mr. Rhoads stated that Howard MacFadden sent him information for the one the GLRA uses. It would be \$1,000 for four hours.

#### NEW BUSINESS

##### ADOPT RESOLUTION 2022-6 – ADOPT COUNTY EMERGENCY PLAN

John Karinch made the motion, seconded by Al Brandt, to adopt Resolution 2022-6 that approves the county emergency plan for the borough. Motion passed.

##### AUTHORIZE SIGNING MOU TO APPOINT EMERGENCY MANAGEMENT COORDINATOR

Al Brandt made the motion, seconded by Bruce Conrad, to appoint the Lebanon County Department of Emergency Services as the Emergency Management Coordinator for the Borough. Motion passed.

##### ADOPT RESOLUTION 2022-7 – APPOINT JASON WEIKEL AS EMERGENCY MANAGEMENT COORDINATOR

Al Brandt made the motion, seconded by John Karinch, to appoint Jason Weikel as the Emergency Management Coordinator. Motion passed.

#### EMS AGREEMENT

Mr. Harris stated that the finance committee met with First Aid and Safety Patrol recently. FASP is not requesting an increase the payment, which is currently \$5 per capita, but is requesting a five-year commitment. The general consensus was that FASP has been doing a good job and the

borough should continue the relationship. John Karinch made the motion, seconded by Al Brandt, to make a five-year commitment for FASP to provide ambulance service to the borough. Motion passed.

#### OFFICER ITZEN – PATROLMAN GRADE TWO

Mayor Thomas stated that Chief Hopkins reached out to him about moving Officer Itzen from probationary officer to patrolman grade two. Normally the probation period is 12 months, but Officer Itzen has been doing an exemplary job during his first six months and Chief Hopkins felt a promotion to patrolman grade two was warranted. Bruce Conrad made the motion, seconded by John Karinch, to promote Officer Erik Itzen to patrolman grade two. Motion passed.

#### SUMMER HELP RATE

Mr. Harris reviewed that the rates for summer help for the neighboring municipalities are between \$15-\$17. In the past, the borough has paid \$12. Mr. Harris felt that an increase was needed and suggested \$16 since it is a returning summer worker. Al Brandt made the motion, seconded by John Karinch, to raise the summer rate to \$16. Motion passed.

#### OFFICE HOURS

Mr. Rhoads requested that the office hours be adjusted to 7 a.m. to 3:30 p.m. from the current closing time of 4 p.m. Council felt the office hours should remain as is.

#### OPEN BIDS FOR 2022 PAVING PROJECT

Mr. Harris opened the bids for the 2022 Road Paving Projects:

H+K - \$277,483.34

Pennsy Supply - \$258,436.47

Mr. Rhoads stated that the borough budgeted a little under \$220,000 for the projects. His opinion was that the borough could find the excess funds to do the projects in totality.

Al Brandt made the motion, seconded by John Karinch, to award the 2022 Paving Project to Pennsy Supply in the amount of \$258,436.47. Motion passed.

#### ZONING ORDINANCE AMENDMENTS

Solicitor Cleary provided council with proposed revisions to the zoning ordinance and sample ordinances from other municipalities. Mr. Harris suggested referring it to the planning commission and giving them a few months to review and make suggestions.

Al Brandt made the motion, seconded by Bruce Conrad, to refer the matter to the planning commission. Motion passed.

#### ZONING PERMIT AND ENFORCEMENT OPTIONS

Mr. Harris stated that there has been talk by previous councils as to whether the borough should continue using the Lebanon County Planning Department for issue zoning permits and enforcing zoning violations or if the borough should contract with another entity. Mr. Harris asked Jeff Steckbeck to discuss potential options.

Mr. Steckbeck stated that a zoning officer does not need to have any special licensing to fill the position. He stated that currently the borough has two zoning officers that do a very good job. However, they only work Monday through Friday from 8 to 4 so you can not reach them in the evening or during the weekend. Some municipalities prefer a more intimate service. Mr. Steckbeck reviewed the regulations for building permits and codes as well.

Mr. Steckbeck said he was named the zoning officer for West Cornwall last year and explained how the process works now that he is serving in that role. He stated that he is not looking for more work but would be willing to fill the same role for the borough.

There was discussion about the current fees and how that would be structured if a change was made. There was also discussion about the implementation of impact fees and the pros and cons of those.

Al Brandt made the motion, seconded by Bruce Conrad, to appoint Jeff Steckbeck as zoning officer contingent on all the proper procedures being followed. Motion passed.

#### COMMENTS FOR THE GOOD OF THE ORDER

Jeff Starner stated that the fire company is holding an open house on May 22<sup>nd</sup> from 1 p.m. to 4 p.m. He also said that fire company has been approved for the PEMA loan and should have the paperwork by the end of the month. He thanked council for their help with that.

Howard MacFadden stated the GLRA is planning a tribute garden to recognize board members who have served for ten or more years. They also authorized a charitable donation to recognize members who have passed away, including Gerald Boughter.

Mr. Rhoads stated that there will be a special council meeting on May 17<sup>th</sup> for the presentation of the Fire Company Feasibility study. Coffee with Council will be on Wednesday at 10:30 a.m.

#### ADJOURNMENT

With no further business to conduct, Thomas Burton made the motion, seconded by John Karinch, to adjourn the meeting at 7:53 p.m. Motion passed.

Cody Rhoads  
Secretary