

MINUTES OF THE CORNWALL BOROUGH COUNCIL MEETING
HELD ON MONDAY, APRIL 10, 2023, AT 6:30 P.M.
AT SACRED HEART PARISH

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, Beth Yocum and Mayor Mark Thomas

ABSENT

Al Brandt

ALSO PRESENT

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

PUBLIC

Meeting attendance sheet is attached hereto.

PUBLIC COMMENT

Mark Dutchess asked if the increase in the water and sewer bills was for both or just one. He was told the increase was for both water and sewer. Mr. Harris said that COLA had said to expect an increase between 5-10% so the borough opted to increase rates 10% to cover themselves and allow for the possibility to absorb the next increase.

WATER AND SEWER BUSINESS

NEW BUSINESS

CONSIDER AUTHORIZING EMERGENCY SEWER REPAIR, TICE LANE

Mr. Burton asked if it was possible to wait to do this repair until the bridge is replaced. It was thought that this repair would need to be completed sooner than the bridge replacement would occur.

Ron Ricard made the motion, seconded by John Karinch, to authorize the emergency repair on Tice Lane. Motion passed.

CONSIDER AUTHORIZING SOLICITOR TO REVIEW DRAFT AGREEMENT WITH
NORTH CORNWALL FOR DAIRY ROAD PROJECT

Mr. Burton asked if the agreement was to the borough's liking. He was told that the borough is pleased with the agreement that was presented.

Thomas Burton made the motion, seconded by John Karinch, to authorize the solicitor to review the draft agreement with North Cornwall for the Dairy Road Project. Motion passed.

REPORTS

John Karinch made the motion, seconded by Ron Ricard, to approve the water and sewer reports. Motion passed.

APPROVAL OF MINUTES

Ron Ricard made the motion, seconded by Bruce Conrad, to approve the minutes of the March 13, 2023 council meeting. Motion passed.

AGENDA AMENDMENTS

Mr. Harris stated that there are two items that will need to be added to the agenda. One item is to discuss the purchase of a new mower to be used at the bus garage property and the other item is to discuss the zoning complaint process.

Mr. Burton asked how necessary the purchase of a new mower would be. There was a discussion as to scheduling if the current equipment is used as opposed to purchasing an additional mower. Mr. Harris asked that this discussion wait until the topic comes up on the agenda if there is a motion to add these items.

Thomas Burton made the motion, seconded by John Karinch, to amend the agenda to add those two items. Motion passed.

REPORTS

Beth Yocum made the motion, seconded by Bruce Conrad, to approve the reports. Motion passed.

Mr. Harris read the budget report for March. Stan Alekna had questions about how the data was presented for the purpose of understanding where the budget stands on a month-to-month basis.

OLD BUSINESS

CONSIDER AUTHORIZING AUDIT FOR COMCAST FRANCHISE FEE

Mr. Harris reviewed the proposed audit by Cohen Law Group at a cost of \$6,500. The firm completed four audits for Lebanon County municipalities last year and three of them received underpayments. The largest underpayment was for North Cornwall in the amount of \$26,917.82.

Mr. Ricard felt it was likely that the audit would reveal that the borough was underpaid by more than the cost of the audit and felt it would be beneficial to have it completed. There was agreement with that statement.

Ron Ricard made the motion, seconded by Bruce Conrad, to authorize an audit of the Comcast Franchise Fee by Cohen Law Group for \$6,500. Motion passed.

CONSIDER AUTHORIZING PROPOSAL FOR A/V PROFESSIONAL SERVICES

Mr. Harris stated that he and a few other council members visited Illuminated Integration to view the equipment that would be installed. The borough also received quotes from Sage Technology and VistaComm. The solicitor's opinion is that the project should be bid on unless the quotes are

received from a COSTAR vendor. Both Illuminated Integration and Sage Technology are COSTAR vendors.

Sage's proposal was \$39,837, Illuminated Integration's was \$49,057.78 and VistaComm's was \$48,163.

Mr. Ricard asked if the borough would owe Illuminated Integration anything if they were not selected since they had put some time and work into the project. Mr. Conrad said the cost would be \$5,000. Mr. Harris disagreed with that notion since the borough did not enter any contract with them.

There was a discussion about the cost relative to the necessity of adding an A/V system to the new meeting room.

Cheyenne Tobias spoke about a negative situation she encountered and was concerned the chances of a resident being targeted could increase if the meetings are streamed online.

Greg Roussey said he personally knows people who attend or view municipal meetings online.

Bruce Conrad made the motion, seconded by Ron Ricard, to have the finance committee review the proposals and make a firm recommendation by July. Motion passed 5-1 with Thomas Burton opposed.

Rob Anspach spoke about the bidding requirements related to the project.

CONSIDER REESTABLISHING PUBLIC WORKS DEPARTMENT

Mr. Harris said that this topic was brought up last month and he had asked that the council consider it until tonight. He felt it would be more efficient to operate as one department.

Mr. Conrad stated that the water and sewer committee did not get a chance to discuss this yet and asked that any decision wait until they do.

Mr. Thomas believed that this should be a council decision.

Mr. Ricard felt that the outcome would likely be the same but felt it would have been better for the water and sewer committee to review the change first. He thought the process could have been handled better.

Mr. Karinch agreed that the public works department should be reestablished.

Ms. Yocum asked if an authority was created, would they have the ability to hire employees?

Mr. Harris said that the idea was for the Council to retain the ability to hire or fire, set wages and working conditions.

Julie Bowman asked what the change in scope would be. Mr. Harris said that Tom Smith oversees the highway department, and the water and sewer department is overseen by Barb Henry but is down to one employee. This would consolidate everyone in one department.

There was a lengthy discussion with input from Tom Smith, Cody Rhoads, Mr. Thomas and Council about when the public works was established, the type of work that was done and the timeline of when it was dissolved.

Beth Yocum made the motion, seconded by Thomas Burton, to reestablish the public works department. Motion passed 5-1 with Bruce Conrad voting against.

FIRE AND EMS

Mr. Harris gave an update on the efforts the fire company is taking to increase manpower. There was one meeting with other local companies about combining and there will be a second meeting later this week.

The Fire and EMS committee also met with First Aid and Safety Patrol about stationing an ambulance in the borough. For a while, the ambulance was located at the fire company between 8 a.m. and 4 p.m. but due to workload and staffing issues, it is seldom stationed in the borough. Mr. Harris said that the cost to staff an ambulance for 24/7 service is \$650,000 per year.

NEW BUSINESS

CONSIDER AWARDING BID FOR 2023 PAVING PROJECTS

Mr. Harris opened and read the three bids submitted for the 2023 paving projects, which are Spring Hill Lane from Route 72 to Aspen Lane and Ash Lane from Hemlock Lane to Hickory Lane. The three bids were:

H+K Group - \$240,910.10

Construct Master Service - \$244,950.15

Pennsy Supply - \$231,644.50

John Karinch made the motion, seconded by Bruce Conrad, to award the bid to Pennsy Supply. Motion passed.

CORNWALL UNITED 4 RESPONSIBLE DEVELOPMENT: COUNCIL'S CODE INITIATIVE AND BOYD STREET REVIEW

Jeremy Zimmerman asked if the Borough has received any communication from PennDOT since the scoping meeting for Route 322 access for Cornwall Properties. He was told they had not. Mr. Zimmerman requested that the Borough authorize sending a formal letter requesting an update. Mr. Karinch said in his experience PennDOT will notify the Borough when they are ready to have a roundtable discussion, but that has not happened yet.

Mr. Rhoads said that he has attempted to get an update multiple times but has not received a response from PennDOT.

John Karinch made the motion, seconded by Thomas Burton, requesting an update from PennDOT and Cornwall Properties as to where the Highway Occupancy Permit process stands. Motion passed.

Ms. Bowman questioned the determination of Boyd Street as a major road and how that decision relates to the previous Oxbow ruling. She felt that the ruling should be revisited, and weight restrictions should be considered for Boyd Street.

CONSIDER AUTHORIZING CURB RECONSTRUCTION ON REXMONT ROAD

The Borough received two quotes for the work. They were from M. Webster Construction for \$15,700 and from Kresge Excavating for \$15,800.

John Karinch made the motion, seconded by Bruce Conrad, to authorize M. Webster Construction to complete the Rexmont Road Curb Reconstruction at a cost of \$15,700. Motion passed with Bruce Harris abstaining.

CONSIDER AUTHORIZING CORNWALL MANOR EXTENSION LETTER

Mr. Rhoads said that Cornwall Manor still has not heard from DEP since their last extension and are granting the Borough another extension until July 31, 2023.

John Karinch made the motion, seconded by Beth Yocum, to accept the extension for Cornwall Manor until July 31, 2023. Motion passed.

ZONING VIOLATION PROCESS

Mr. Karinch said that there was a committee that previously met and created a process for reporting zoning violations. Mr. Alekna said he would forward the most recent proposal along for consideration at the May meeting.

CONSIDER AUTHORIZING PURCHASE OF A ZERO TURN MOWER

Mr. Karinch felt it would be beneficial if a new zero turn mower was purchased to service the newly leased bus garage property to avoid any scheduling conflicts with the borough staff. Mr. Karinch and Mr. Conrad will handle the mowing responsibilities at the property.

Beth Yocum made a motion, seconded by Bruce Conrad, to purchase a zero-turn mower at a cost not to exceed \$10,000. Motion passed.

COMMENTS FOR THE GOOD OF THE ORDER

Rich Stichter said the fire company fundraising letters have gone out and thanked those who donate.

EXECUTIVE SESSION

John Karinch made the motion, seconded by Bruce Conrad, to adjourn into executive session at 8:28 p.m. Motion passed.

Regular meeting reconvened at 8:45 p.m.

CONSIDER AUTHORIZING OFFER OF EMPLOYMENT TO GERALD HALLMAN

John Karinch made the motion, seconded by Thomas Burton, to make an offer of employment to Gerald Hallman. Motion passed.

ADJOURNMENT

With no further business to conduct, John Karinch made the motion, seconded by Bruce Conrad, to adjourn the meeting at 8:46p.m. Motion passed.

Cody Rhoads
Secretary