

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

HELD AT EAST COCALICO TOWNSHIP BUILDING, 100 HILL ROAD, DENVER

THURSDAY, OCTOBER 1, 2020 AT 9:00 A.M.

- 1) CALL TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD:**
 - a)
- 3) VISITOR: ROGER BOOSE, BOOSE ALUMINUM PRESIDENT**
- 4) PAST MEETING MINUTES APPROVAL:**
 - a) THURSDAY, SEPTEMBER 17, 2020 BOARD OF SUPERVISOR MEETING MINUTES
- 5) ACTION ITEMS:**
 - a) **LAND PLANNING ENGINEER:**
 - **RED RUN EXHAUST OF REAMSTOWN:** DEP POSTCARD EXEMPTION “PUBLIC SEWER”
 - **HEATHERWOODS PHASE 3:** FINANCIAL SECURITY REDUCTION #2
 - **HEATHERWOODS PHASE 4 & 5:** FINANCIAL SECURITY REDUCTION #1
 - **PEPPERIDGE FARM (POST CONSTRUCTION SWMP):** FINANCIAL SECURITY RELEASE/PROJECT CLOSEOUT
 - b) **RESOLUTION 2020-08:** EAST COCALICO TOWNSHIP POLICE PENSION PLAN MINIMUM MUNICIPAL OBLIGATION IN THE AMOUNT OF \$647,189.00 AND AUTHORIZE SIGNATURE OF THE RESOLUTION BY ROMAO CARRASCO, CHIEF FINANCIAL PENSION OFFICER (RETRO TO 09-25-2020)
 - c) **RESOLUTION 2020-09:** EAST COCALICO TOWNSHIP NON-UNIFORM PENSION PLAN MINIMUM MUNICIPAL OBLIGATION IN THE AMOUNT OF \$33,500.00 AND AUTHORIZE SIGNATURE OF THE RESOLUTION BY ROMAO CARRASCO, CHIEF FINANCIAL PENSION OFFICER (RETRO TO 09-25-2020)
 - d) **EAST COCALICO TOWNSHIP AUTHORITY:** 2021 RENTAL AGREEMENT
 - e) **TREE SERVICE PROPOSAL:** REMOVE ASH TREES AT REAMSTOWN POOL
 - f) **REAMSTOWN FIRE DEPT. RE-ROOFING PERMIT:** CONSIDERATION TO WAIVE PERMIT FEES

a) **DEPARTMENT REPORTS:**

- a) **POLICE DEPARTMENT REPORT**
- b) **ZONING OFFICER REPORT**
- c) **ROAD DEPARTMENT REPORT**
- d) **FINANCIAL ADMINISTRATOR REPORT** (*2nd meeting of the month*)

b) **TREASURERS REPORT:**

- **LIST OF BILLS:** CONSIDERATION FOR APPROVAL

c) **OLD BUSINESS CONTINUED DISCUSSIONS:**

- **MS4 DISCUSSION:**
 - a) **FISHING CREEK PARK:** LAWN TO MEADOW CONVERSION - UPDATE
 - b) **ROSE HILL:** DESIGN WORK ON THE RETROFIT OF THE BASIN – UPDATE
 - c) **MEADOW AT TOWNSHIP BUILDING:** DISCUSSION
- **ROSE HILL DEVELOPMENT:** PAVEMENT SURFACE EVALUATION AND RATING (PASER)

d) **NEW BUSINESS FOR DISCUSSION:**

- **OLD HOMESTEAD BASKETBALL COURT:** SEAL COATING AND LINE PAINTING

e) **MANAGERS REPORT:**

➤

f) **PUBLIC COMMENT:**

- a) **PUBLIC COMMENT:** NON-AGENDA ITEMS ONLY (SIGN IN BEFORE MAKING PUBLIC COMMENT, STATE NAME AND STREET ADDRESS IN EAST COCALICO TWP.)

g) **ANNOUNCEMENTS:**

- **NEXT SUPERVISORS MEETING:** THURSDAY, OCTOBER 15TH AT 7PM HELD AT THE REAMSTOWN FIRE COMPANY, 12 W. CHURCH ST., REAMSTOWN

h) **EXECUTIVE SESSION:**

i) **ADJOURNMENT**

BOARD OF SUPERVISORS MEETING THURSDAY, OCTOBER 1, 2020

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, October 1, 2020 at 9:00 a.m., held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517. This is an open public meeting. This meeting was not "live" on YouTube and conference calling was not available. However, in order to ensure public safety during the COVID pandemic, attendance may be limited to ensure social distancing.

ATTENDANCE:

Supervisors: Chairman Alan R. Fry, Vice Chairman Romao "RC" Carrasco, Secretary Jeffrey W. Mitchell

Employees: Township Manager Penny Pollick, Police Chief Keppley, Assistant Manager/Zoning Officer Tony Luongo, MS4 Technician Ken McCrea, Roadmaster Bret Hoffert, and Recording Secretary Lisa A. Kashner

Engineer: Casey Kerschner

Newspaper: Larry Alexander of the Ephrata Review

Visitors:* Roger Boose, Fire Chief Donny Stover, Fire Chief Chad Weaver, Ralph Buckles, June Kinback, Suzie Mackley, Renee Manic, and Monica Craig Fry

*Only visitors who signed in are listed.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE: Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • Chairman Fry announced that this October 1, 2020, Board of Supervisors Meeting was duly advertised and in accordance with the second-class Township code in the Ephrata Review newspaper on August 12, 2020.

EXECUTIVE SESSIONS HELD: None to report.

VISITOR - ROGER BOOSE, BOOSE ALUMINUM PRESIDENT: The Board of Supervisors sincerely expressed their gratitude to Mr. Boose for the donation of aluminum castings for the storm drain "markers". Mr. McCrea explained that the storm drain markers will not only help the Township take the appropriate action on protecting the waterways it also helps us achieve the State and Federal regulations and mandates through the MS4 program (Municipal Separate Storm Sewer Systems). East Cocalico Township is required to reduce the pollution and total maximum daily loads of sediment by 151,000 lbs. which enter our local streams. East Cocalico Township went to the Reamstown School, and asked students to create a design for a marker to be placed on our storm drains. The winning entry was designed by a fifth grader, William Saporetti. The castings donated by Boose Aluminum will be mounted on over 400 storm drains throughout residential and commercial areas in East Cocalico Township.

Chairman Fry addressed the following by reading a letter: Robert's Rules states that the Chairman should conduct meetings in an orderly, smooth, and fair process. Chairman Fry feels that during the past couple meetings, disrespect was demonstrated and wants to apologize to the individuals that were hurt, and from now on will expect no unkind treatment to an individual. We can all express our differences of opinion, but must be done respectfully.

PAST MEETING MINUTES APPROVAL:

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Mitchell, to approve the Thursday, September 19, 2020, Board of Supervisors meeting minutes. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

ACTION ITEMS: LAND PLANNING ENGINEER: Mr. Kerschner of Becker Engineering highlighted the report, and gave background information on each plan.

RED RUN EXHAUST OF REAMSTOWN – PRELIMINARY / FINAL LAND DEVELOPMENT PLAN (12-27-2020): No one was present for this plan. Mr. Kerschner highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize a representative of the Board of Supervisors to sign §8.d. of the DEP Sewage Facilities Post Card Exemption for "public sewage service" related to the Red Run Exhaust of Reamstown – Preliminary / Final Land Development Plan. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

**BOARD OF SUPERVISORS MEETING
THURSDAY, OCTOBER 1, 2020**

ACTION ITEMS: *(CONTINUED)*

HEATHERWOODS (PHASE 3) – FINANCIAL SECURITY REDUCTION: No one present for this plan. Mr. Kerschner highlighted the plan.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize a \$309,578.00 reduction in the current financial security being held by the Township for the Phase 3 Final Plan for Heatherwoods, resulting in the remaining financial security to be held by the Township being reduced to \$436,604.15. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

HEATHERWOODS (PHASE 4 & 5) – FINANCIAL SECURITY REDUCTION: No one present for this plan. Mr. Kerschner highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to authorize a \$580,567.00 reduction in the current financial security being held by the Township for the Phase 4 & 5 Final Plan for Heatherwoods, resulting in the remaining financial security to be held by the Township being reduced to \$316,895.00. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

PEPPERIDGE FARM (POST CONSTRUCTION STORMWATER MANAGEMENT PLAN) – FINANCIAL SECURITY RELEASE / PROJECT CLOSEOUT: No one present for this plan. Mr. Kerschner highlighted the plan.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to authorize the full release of the current financial security currently being held for the Post Construction Stormwater Management Plan for Pepperidge Farm, in the amount of \$59,483.81, upon the applicant and applicant's consultant first completing the minor remaining items as highlighted in Becker's email correspondence dated September 25, 2020, and to the satisfaction of the Township. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

RESOLUTION 2020-08, EAST COCALICO TOWNSHIP POLICE PENSION PLAN MINIMUM MUNICIPAL OBLIGATION: Vice Chairman Carrasco explained this obligation of the Township.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to adopt Resolution 2020-08, the East Cocalico Township Police Pension Plan Minimum Municipal Obligation in the amount of \$647,189.00 which was duly authorized and signed on September 25, 2020, by Romao Carrasco, Chief Financial Pension Officer. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

RESOLUTION 2020-09, EAST COCALICO TOWNSHIP NON-UNIFORM PENSION PLAN MINIMUM MUNICIPAL OBLIGATION: Vice Chairman Carrasco explained this obligation of the Township.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to adopt Resolution 2020-09, the East Cocalico Township Non-Uniform Pension Plan Minimum Municipal Obligation in the amount of \$33,500.00 which was duly authorized and signed on September 25, 2020, by Romao Carrasco, Chief Financial Pension Officer. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

EAST COCALICO TOWNSHIP AUTHORITY - 2021 RENTAL AGREEMENT: Ms. Pollick highlighted noting there is no increase in the agreement.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve and execute the East Cocalico Township Water and Sewer Authority Rental Agreement for the year 2021. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

TREE SERVICE PROPOSAL - REMOVE ASH TREES AT REAMSTOWN POOL: Chairman Fry discussed that there are dead trees at this location that need to be removed. Chairman Fry proposed to take down the dead trees, and to leave the stumps for next year removal. Proposals were received. Comments and questions were received, which were answered. It was noted that the Recreation Board is to give their recommendation as to whether to replace the trees or not.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, to approve the Cocalico Tree Service estimate dated September 16, 2020 for tree removal only in the amount of \$4,700.00. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

BOARD OF SUPERVISORS MEETING

THURSDAY, OCTOBER 1, 2020

ACTION ITEMS: (CONTINUED)

REAMSTOWN FIRE DEPARTMENT RE-ROOFING PERMIT - CONSIDERATION TO WAIVE PERMIT FEES: Mr. Luongo highlighted noting that permitting fees have been waived in the in the past the local fire companies. Comments and questions were received, which were answered.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to waive the Reamstown Fire Company standard application fee in regards to re-roofing portions of their commercial structure. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

DEPARTMENT REPORTS:

POLICE DEPARTMENT REPORT: Chief Keppley highlighted the body cam for the department, and that delivery is expected towards the end of October and installation in November sometime. Discussions continued. Fire Chief Donny Stover publicly apologized to Chief Keppley for an e-mail sent the other week; Chief Keppley accepted and appreciated this. Comments and questions were received, which were answered.

ZONING OFFICERS REPORT: Mr. Luongo noted that his full report will be given at the next Supervisors Meeting. Mr. Luongo further highlighted some items. Questions and comments were received, which were answered.

ROAD MASTER REPORT: Mr. Hoffert highlighted that the entire Road Master Report will be given at the next Board of Supervisors Meeting. Mr. Hoffert noted that they are preparing for the winter, and to move forward with the tree service since it was previously approved. Line painting is on schedule for October 12th. Fire Chief Chad Weaver noted that West Cocalico Township had placed stop bars on their side of Line Road/Wabash Road and Line Road/Indiantown Road and questioned if the Supervisors are looking into this for East Cocalico Township's for Line and Wabash roads, and to talk with West Cocalico Township to have the four way stop painted the same. Mr. Weaver noted this may help the four-way intersection better. It was noted that these roads are split between West Cocalico Township and East Cocalico Township with the State Road in the middle. Mr. Hoffert received directive to proceed in looking into this by reaching out to West Cocalico Township and the possibility of sending a letter to the State.

FINANCIAL ADMINISTRATOR REPORT: Ms. Pollick stated the report will be at the next Supervisors Meeting.

TREASURER'S REPORT:

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, to approve the list of invoices presented September 29, 2020 for payment in the amount of \$83,705.24 (General Fund \$83,705.24). Chairman Fry asked if there were any other comments or questions; there were none, motion carried (3/0).

OLD BUSINESS CONTINUED DISCUSSIONS:

MS4 DISCUSSION: Mr. McCrea highlighted the following items.

FISHING CREEK PARK - LAWN TO MEADOW CONVERSION: (along Church Street): Mr. McCrea stated the flags were put in place. Discussions continued. Comments and questions were asked which were answered.

ROSE HILL – DESIGN WORK ON THE RETROFIT OF THE BASIN: Mr. McCrea highlighted, noting the contingency was received from Land Studies for a cost of approximately \$35,000.00. Mr. McCrea noted that an increase in the basins ability to clean up the stormwater could result in 15,000 lbs. of sediment. Discussions continued to budget this amount. Sediment reduction comments and questions were received which were answered.

TOWNSHIP BUILDING FIELD TO MEADOW: Mr. McCrea discussed the large field next to the Township building not being mowed that was turned over to the farmer; although the field is too wet to farm. Mr. McCrea discussed, suggesting to convert the field to a wildflower meadow. Discussions continued. The Board to take this under consideration.

Secretary Mitchell discussed the other week that Mr. McCrea and Secretary Mitchell visited a farmer on Kramer Mill Road to inspect some of the conservation work he had done on his farm. Discussed how the farmer went to his own expense to improve the conservation improvements on his farm. The farmer noted his satisfaction and agreed to place his information in a future Township newsletter as public education. Discussions continued with the possibility of sending the farmer a thank you, and to place more information on the Township website.

BOARD OF SUPERVISORS MEETING THURSDAY, OCTOBER 1, 2020

OLD BUSINESS CONTINUED DISCUSSIONS:

(CONTINUED)

Vice Chairman Carrasco read his personal philosophy letter in responding to Ms. Kinback questions from the last Board of Supervisors Meeting. The letter was in respect to the Supervisors terminating questions from residents when the answer was previously and sufficiently provided. Vice Chairman Carrasco stated, it's the Supervisors responsibility to act on the duty of keeping a meeting moving forward, yet the duty does not alleviate the Board from the responsibility of hearing, balancing, managing the questions and concerns of the residents in a respectful and professional manner. Vice Chairman Carrasco states he will do everything to make sure this Board is fully transparent and to be sure every question is answered.

ROSE HILL – ROAD WORK: Chairman Fry stated that he had contacted the Township Transportation Engineer (Tuesday, May 5, 2020, initial verbal report by Jim Caldwell of Rettew; and follow up e-mail on pavement and surface conditions by John Schick from Rettew), and it was determined that the road work within the Rose Hill Development is too late in the season to gather bids to have the development roads done, the earliest it could be done is next Spring. The Board will need to make a decision. Chairman Fry noted that the Transportation Engineer, Mr. John Schick of Rettew, looked at the roads on September 28th, and stated the Rose Hill Development roads are decent and can wait to be done later on. Documentation from the Transportation Engineer to be given to Ms. Kinback after tonight's meeting. The infrastructure of the roads and placing it in the upcoming budget were discussed. Ms. Kinback noted her appreciation on the apologies and looking into this. Lengthy discussions continued. Comments and questions were asked which were answered.

ELECTRIC CHARGING STATION - UPDATE: Chairman Fry noted that in the upcoming Township newsletter an article will be in on the electric car charging station, then it will be looked into further.

NEW BUSINESS FOR DISCUSSION:

OLD HOMESTEAD - BASKETBALL COURT: Mr. Hoffert discussed that the Old Homestead and Reamstown Park basketball courts are showing signs of cracks in the blacktop. Mr. Hoffert suggests to seal coat and re-line. Proposal received from JW Seal Coating. Discussed to reach out for other quote/s and place on the next agenda.

MANAGERS REPORT: Ms. Pollick stated that payments to date were not made to Homestead, originally in the budget. Ms. Pollick discussed. The Board of Supervisors directed to pay this out of the Liquid Fuels account. ~ Budget meeting dates are currently being gathered for discussions on the 2021 budget.

PUBLIC COMMENT (NON-AGENDA ITEMS): Ms. Mackley asked if the minutes placed on YouTube official minutes, and the Board answered no they are not official on YouTube; noting that the official approved minutes must be kept in a bound, page numbered book. YouTube gives a person the ability to support the official minutes; and altering the videos cannot be done because the video supports the official minutes. YouTube give anyone the ability to view at their convenience. ~ Mr. Stover questioned the time it took to answer a question asked at the Fire Company's meeting in July. Mr. Stover stated that e-mails should also include the presidents of each fire company, instead only included Jeff the President of Reamstown (Barry, President of Smokestown, Jim, President of Stevens). Discussions continued to include each President of each Fire Company along with each Fire Chief.

ANNOUNCEMENT: The next Board of Supervisors Meeting is scheduled for Thursday, October 15, 2020 at 7:00 p.m. held at the Reamstown Fire Company, 12 West Church Street, Reamstown.

EXECUTIVE SESSION: Chairman Fry stated that an Executive Session will be held after this meeting for personnel matters. No decisions will be made.

ADJOURN:

MOTION: There being no further business to come before the Board, Secretary Mitchell made a motion seconded by Vice Chairman Carrasco to adjourn the meeting at 10:41 p.m. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

Respectfully submitted,
Lisa A. Kashner, Township Recording Secretary

VIEW THIS MEETING IN ITS ENTIRETY BY VISITING YOUTUBE. PLEASE CLICK BELOW:

[East Cocalico Township Board of Supervisor Meeting 10-01-2020, Part 1 of 2](#)
[East Cocalico Township Board of Supervisor Meeting 10-01-2020, Part 2 of 2](#)