

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

HELD AT EAST COCALICO TOWNSHIP, 100 HILL ROAD, DENVER, PA 17517

THURSDAY, FEBRUARY 6, 2020 AT 9:00 A.M.

- 1) CALL TO ORDER AND THE PLEDGE OF ALLEGIANCE**
- 2) RETIREMENT RECOGNITION: CORPORAL GAIL SIZER AND CORPORAL DAVID FISHER**
- 3) TOWNSHIP APPRECIATION PRESENTATION: NEW HOLLAND TRANSPORT**
- 4) PAST MEETING MINUTES APPROVAL:**
 - a) THURSDAY, JANUARY 23, 2020 BOARD OF SUPERVISOR MEETING MINUTES**
- 5) DEPARTMENT REPORTS:**
 - a) POLICE DEPARTMENT REPORT**
 - b) ZONING OFFICER**
 - c) ROAD MASTER REPORT**
 - TOWNSHIP INFRASTRUCTURE / STORM DRAINS AND PIPES
- 6) TREASURERS REPORT:**
 - a) AUTHORIZE LIST OF BILLS**
- 7) ACTION ITEMS:**
 - a) LAND PLANNING ENGINEER:**
 - CARRIAGE HILL – TIME EXTENSION
 - MORGANSHIRE PHASE 2-3: ROADWAY DEDICATION MAINTENANCE SECURITY RELEASE
 - b) 51 COCALICO CREEK ROAD (JORDAN MARTIN): ZONING TEXT AMENDMENT TO ALLOW ADAPTIVE RE-USE OF AGRICULTURAL BUILDINGS DISCUSSION**
 - c) PEDESTRIAN CROSSING: DENVER ROAD AT HIGH CONCRETE**
- 8) OLD BUSINESS CONTINUED DISCUSSIONS:**
 - a) MS4 DISCUSSION/UPDATES**
 - b) WORKING GROUPS: DISCUSSION/UPDATE – CHAD WEAVER OF STEVENS FIRE COMPANY**
 - c) REAMSTOWN FIRE COMPANY: EMS FUNDING COUNTER RESPONSE**

Please note: All meetings are recorded and videotaped. The purpose of the recordings is to assist with the preparation of meeting minutes.

The purpose of the video is to upload the video to the website www.YouTube.com for public viewing and archival purposes.

All recordings and videos will be deleted from the Township server upon approval of the meeting minutes. To access meeting videos on YouTube, Google “YouTube East Cocalico Township” and select the meeting to be viewed.

9) NEW BUSINESS FOR DISCUSSION:

a)

10) MANAGERS REPORT:

a) **DENVER BOROUGH:** PROPOSED OFFICIAL MAP DEVELOPMENT

11) PUBLIC COMMENT:

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

12) ANNOUNCEMENTS:

a) **NEXT BOARD OF SUPERVISORS MEETING:** THURSDAY, FEBRUARY 20TH AT 7PM

13) EXECUTIVE SESSION:

14) ADJOURNMENT

DRAFT

BOARD OF SUPERVISORS MEETING THURSDAY, FEBRUARY 6, 2020

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, February 6, 2020 at 9:00 a.m., held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

ATTENDANCE:

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

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

Engineer: None

Newspaper: Larry Alexander of the Ephrata Review

Visitors:* Chad Weaver, Dwight Yoder, Ralph Buckles, June Kinback, Regina Haldeman, Scott Achey, Jeff Garner, Harvey Achey, Kelly Morgan, Deron Miller, Jordan & Rachael Martin, Gerald Hoover, Adam Minzer, Chansé Firestone, Doug Mackley, Christine Letch, and David Mease

*Only visitors who signed in are listed.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE: Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • A video recording of this meeting will be placed on YouTube.

RETIREMENT RECOGNITION: Chairman Fry read aloud retirement letters for both Corporal Gail Sizer and Corporal David Fisher: The Board of Supervisors accepted, with regret, their retirement from the East Cocalico Township Police Department; they will be missed. The Supervisors congratulated them on their retirement and thanked them for their dedicated service to the Township. Everyone applauded. Pictures were taken.

TOWNSHIP APPRECIATION PRESENTATION - NEW HOLLAND TRANSPORT (NHT): Chairman Fry noted that over a year ago the Supervisors agreed to design and present plaques to new businesses coming into the township. Chairman Fry noted that New Holland Transport was present tonight, and it is a pleasure to present them with a Welcome To East Cocalico Township Business Plaque; everyone applauded.

PAST MEETING MINUTES APPROVAL:

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve the Thursday, January 23, 2020 Board of Supervisors meeting minutes as presented. 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 his report: (1) Introduced and welcomed two new Police Officers: Brandon Van Ausdal and Brennan Lied; everyone applauded. (2) The Police Department participated with the State Police and many other Police Departments in the coordination and safety of Vice President Pence coming through the area; it was an interesting opportunity and thankfully, uneventful. (3) A donation check was received from Twin Pine Ford which will be used to purchase additional equipment for the active shooter kits. The Supervisors thanked Twin Pine Ford. Chief Keppley noted they are able to purchase five active shooter kits with all the donations received to date.

ZONING OFFICERS REPORT: Mr. Luongo noted that his full report will be given at the next meeting. Mr. Luongo highlighted answers to some questions that were asked at a previous Board of Supervisors Meeting: (1) In checking with the Financial Administrator, the False Alarm Violation fees are a separate line item within the budget, and these funds are not distributed to the Fire Companies as the police department responds to most of them. (2) Mr. Luongo discussed the use of Agriculture buildings as storage; noting that the 290 Wabash Road property has a sign displayed for storage rentals. Mr. Luongo visited the property owner and the sign has since been removed. Mr. Luongo informed them that they would need to come before the Zoning Hearing Board for approvals regarding said storage units. (3) Another property located at 27 Garden Spot

ZONING OFFICERS REPORT: (CONTINUED)

Road that has a small antique shop within the building; and a contractor is using building for his business. Mr. Luongo spoke with the property owners and they are to meet with him in the upcoming weeks for the process of Zoning Hearing approvals. Until this happens the property owners will not be conducting any sales within the building. (4) The 129 Reinholds Road property was being used as a contracting business; Mr. Luongo noted the Zoning Maps indicate the property is zoned as Business 1, R1, with a small portion being Agriculture. Mr. Luongo said what the property owners are doing there now is less intensive, and was a previously existing use.

ROAD MASTER REPORT: Mr. Flory highlighted his report: (1) information was submitted to start the process of the 2020 Township road projects on the PennBid website, (2) assisted the Water Authority on James Dr., (3) rewired an older trailer, (4) rented the bucket truck to Denver Borough, (4) two loads of mix were hauled to Adamstown, (5) to date they received 140 tons of salt, (6) the crew worked on the plows, (7) cindered five times and plowed once, (8) assisted with the MS4 water sampling project, (9) worked on power and lights assisting PP&L, (10) 205 Christmas Trees were chipped this year, (11) walked through Phases 2 & 3 of Morganshire, (12) serviced the trucks, (13) MS4 storm drain inspections, and (14) worked on I&I pricing for a grant. Secretary Mitchell asked if the H&H Contractor uses the Township's material when helping with spreading salt, and Mr. Flory answered yes; this allows them to get done in a timely manner. Vice Chairman Mitchell thanked Mr. Flory for his time on touring the maintenance shed.

TREASURER'S REPORT:

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve the February 6, 2020 list of bills as presented: General Fund \$53,182.57; Traffic Impact Fund \$8,296.40. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

ACTION ITEMS: LAND PLANNING ENGINEER: Ms. Pollick presented the following items from the Engineer's Report.

CARRIAGE HILL - TIME EXTENSION (02/24/2020): No representatives were present for this plan. Ms. Pollick briefly highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to accept the written 90-day time extension offer as submitted by the applicant's consultant dated January 31, 2020, which will extend the deadline for action on the Carriage Hill - Preliminary/Final Subdivision Plan until May 24, 2020. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MORGANSHIRE PHASE 2-3 - ROADWAY DEDICATION MAINTENANCE SECURITY RELEASE: No representatives were present for this plan. Ms. Pollick briefly highlighted the plan.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to acknowledge the expiration of the 18-month maintenance period for the prior dedication of the roadways related to Phases 2-3 of the Morganshire Development, and authorize release of the associated maintenance security in the amount of \$166,545.15. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

51 COCALICO CREEK ROAD (JORDAN MARTIN) - ZONING TEXT AMENDMENT TO ALLOW ADAPTIVE RE-USE OF AGRICULTURAL BUILDINGS DISCUSSION: Mr. Yoder, Jordan and Rachael Martin were present for this plan. Mr. Yoder distributed documents, and indicated the Martin's were present at the previous Board of Supervisors meeting, and here again today to follow up from that meeting to discuss the text amendment and the ability for the Martin's to use the Ag buildings on their property currently not permitted within the Township's ordinances. Mr. Yoder discussed in length the Martin family history and their property and asked if the Supervisors would consider this text amendment approach before the Martin's spend time and money going before the Zoning Hearing Board to request the required variances. Discussions continued on an adaptive re-use versus a text amendment. Mr. Yoder noted that a text amendment may be the better approach, an amendment to Chapter 220 - Zoning, Article IV - Specific Use Criteria, §220-87 - Farm Occupations. Mr. Yoder identified two changes for the text amendment: (1) Within the (A) Zone, farm occupations are permitted by special exception and within the (C-1) Zone, farm occupations are permitted by right, subject to the following criteria, and (2) each farm occupation shall occupy an area no greater than a maximum of 4,000 square feet of gross floor area within the (A) Zone and not greater than a maximum of 10,000 s.f. of gross floor area within the (C-1) Zone. Questions were asked, which were answered. After lengthy discussions, the Board of Supervisors agreed to take this under advisement, and place on the next Supervisors Agenda which allows them time to research their request.

ACTION ITEMS: (CONTINUED)

PEDESTRIAN CROSSING - DENVER ROAD AT HIGH CONCRETE: Ms. Pollick stated the Township Transportation Engineer was contacted in reference to the embedded LED lights within the Denver Road walkway located at High Concrete. The Transportation Engineer response was that he is not in favor of the embedded roadway lights; however, a more effective and attention getting embedded-edge lighted LED sign is cheaper, and easier to maintain Discussions continued. Ms. Pollick to forward the Transportation Engineer's response to High Concrete.

OLD BUSINESS CONTINUED DISCUSSIONS:

MS4 DISCUSSION/UPDATES: Mr. McCrea discussed the following projects: (1) school children to design storm drain markers, with the possibility of Boose Aluminum to make and put in place; (2) reaching out to stream sampling volunteers, and discussed drop-off locations for the water samples; (3) a meeting to be held with Lancaster Water Partners to discuss riparian buffers, implementing MS4 credit for the installation of riparian buffers, place a forest area along streams, and noting a \$75,000 grant available with no match. The two stream areas identified were on Hill Road and the Cocalico Creek above the dam. Comments and questions were asked, which were answered.

WORKING GROUPS - DISCUSSION/UPDATE - CHAD WEAVER OF STEVENS FIRE COMPANY: Mr. Weaver said he is representing the three Fire Chiefs tonight: Reamstown, Stevens, and Smokestown; and they are present tonight for two reasons: (1) in reference to the Fire Company working group proposed at the last meeting; he stated the Chiefs would like to (a) hold the meetings at the Township building, (b) have them open to the public, (c) a public questions/answers session should be at the end of the agenda, (d) anything placed on the agenda is to be sent via e-mail before the meeting. Full transparency is positive and all Chiefs are in agreement with the stipulations. Mr. Weaver asked that Ms. Pollick send out a Township letter or e-mail to coordinate dates and times with the Chiefs. They suggest to keep the group smaller to start, which should include: Township Manager, three Fire Chiefs, and three Presidents; then as discussions continue more EMS staff can be added. The Supervisors agreed that Ms. Pollick is to proceed on sending a letter. Mr. Clay asked why the EMS Captains are excluded. Mr. Scott Achey answered the first meeting would be just for the Chiefs basically to implement Agenda items and formation of attendees. (2) Mr. Weaver discussed the "dead spot" radio issues that the Fire Companies have been experiencing and the need to buy new radios by the end of this year. Research of different radio brands and pricing has been completed; noting that the Harris Radio works best with the County and also passed all their tests. To date, pricing for the Kenwood Radios has not come in. Mr. Weaver asks if the Township would consider purchasing 12 radios for the Fire Companies (three radios for each Fire Department and three for the Ambulance Association). Discussions continued. Mr. Weaver indicated that the money currently in the Firemen's Relief Fund is being used for gear and other items; and they need the Township's help in purchasing radios. Discussions continued: In regards to the Fire Companies budget, a separate line item should be shown for excess monies. Bulk purchasing was discussed and questions arose if the dead spot issue was with the phone itself or the carrier. Discussions noted that contact needs to be made to the County, Lancaster County Fire Chiefs Association, and the Local Senators for their help with the Fire Company and EMS needs. The Supervisors agreed they need to absolutely find a way to fund these radios and to have this item placed on the next meeting agenda. Lengthy discussions continued to ensue.

REAMSTOWN FIRE COMPANY - EMS FUNDING COUNTER RESPONSE: Mr. Garner, President of the Reamstown Fire Company was present. Mr. Garner noted that at the previous Board of Supervisors Meeting the \$96,000 in the budget for the Reamstown Ambulance was discussed and, it was noted that Ambulance discussions and requests for funding have taken place since 2017. Social Media has been very active with this topic, and Reamstown therefore has kept a silent in hopes to discuss with the Supervisors behind closed doors. Lengthy discussions were held concerning the absence of the \$96,000 check for the Reamstown Ambulance Association. Mr. Garner was present to talk about this since he believes incorrect information was passed along. Mr. Garner gave the history of the Reamstown EMS and its' coverage to the Township. Certified volunteers are few, and sometimes a Fire Fighter may have to fill in: total calls in 2019 was 1,152 of which only 846 were billable further noting that it costs \$665 every time the ambulance leaves the station; they are rated as 12th in life support in the County. Mr. Garner continued with the history, stating the previous Township Manager discussed the \$96,000 with Chief Achey, and that the funds were placed in the budget to cover paid ambulance employees and was later approved by the Supervisors. Reamstown EMS supplied the Township expenditure documentation, but shortly thereafter received a letter from the Township asking for more documentation. Mr. Garner noted that in October 2019 a listing of full broken-out financials were given to the Township Manager. A December 2019 meeting was then held; and subsequently more documentation was gathered. Vice Chairman Carrasco asked if the Township has financially auditable documentation related to the Reamstown Ambulance, and Ms. Pollick answered the Township has an audit summary, however the Township does not have exactly what is needed. Mr. Garner stated

REAMSTOWN FIRE COMPANY

(CONTINUED)

they will give the Township exactly what is needed, but indicated they need to know what that is. Vice Chairman Carrasco stated there is no larger supporter than this Board and the previous Board; noting that it is totally unacceptable to support the EMS Companies funding request without proper, accountable documentation and that is why the funding remained in place within the budget. The prior Board diligently worked behind the scenes to get that money to the Ambulance and the Township agreed to the \$96,000 and wants the Ambulance to get this money. Vice Chairman Carrasco noted the challenge comes when the Township does not have anything in their files to support the \$96,000 payout and they, as leaders of the community, are accountable to the taxpayers for monies spent. Mr. Garner stated that quick books information was offered, and noted their books are done at Weinhold and Nichol. Discussions continued again on the documentation needed for funding. Mr. Firestone commented that the Reinholds EMS covers East Cocalico Township but receives no funding. Vice Chairman Carrasco again asked if the Township does, or does not have, sufficient auditable information in order to write a check for \$96,000. Ms. Pollick answered no, the Township does not, but we are very close. Mr. Garner stated to the Supervisors and Manager to contact him for any upcoming meetings related to this, noting he does not want anyone to speak on their behalf. Mr. Garner suggested that they come to a Board of Supervisors Meeting quarterly to show their income and expenses; the Supervisors agreed. It was noted that Legislatures need to be contacted for EMS funding. Lengthy discussions continued. Questions and comments were asked, which were answered.

NEW BUSINESS FOR DISCUSSION: Vice Chairman Carrasco stated: (1) Secretary Mitchell needs to be added to the Supervisor Liaison Listing of area businesses, and asked that Mr. Luongo work on updating the list; and (2) discussed the trash/debris that accumulates on the raised-curb porkchop island at Rt. 272 and Colonel Howard Boulevard. Mr. Luongo will gather more information on the area and who is responsible for it.

Secretary Mitchell discussed the developments within the Township, noting the stormwater pipes need looked into for an I&I program to be put in place. Mr. Flory discussed the scoping of the pipes, highlighting that approximately 12,000 feet of pipe is corrugated metal; and the cost for a company to scope and repair can range from \$10,000-\$20,000. Discussions continued. Mr. Ralph Buckles offered his expertise on vendors and costs.

MANAGERS REPORT: Ms. Pollick stated she has been reporting to the Supervisors on a daily basis. Mr. Pollick discussed that at the Cocalico Leaders Meeting, Denver Borough discussed the mapping of the entire area, to develop an Official Map for Denver Borough to show existing public lands and designations for future public lands and facilities in the Municipality. The facilities are designated to address issues such as bicycle and pedestrian paths, existing and proposed parks and open spaces, intersection improvements, road extensions, stormwater facilities, and flood improvement areas. Ms. Pollick noted that she will be attending a 2020 Denver Borough official Map Project kick-off meeting on Tuesday, February 25, 2020. Questions were asked, which were answered.

PUBLIC COMMENT (NON-AGENDA ITEMS): Comments and questions asked: Mr. Buckles asked Secretary Mitchell how many Right-To-Knows has he written to the Township in the past five years and if he was charged a fee for them. Secretary Mitchell answered there has been several RTK he submitted but does not recall an exact number, and remembers paying for extra copies. Ms. Pollick explained the background for Mr. Buckles question; he placed an RTK in recently to the Township recently requesting to know any and all funding requests for the Reamstown Fire Company for the past five years; Ms. Pollick explained that any and all funding is a broad request. This will take time to gather, and therefore she initiated a 30-day time extension. Ms. Pollick explained the time-consuming nature of requests, noting that the exact fee to charge for an RTK request is not known until the information is gathered. Ms. Pollick stated that RTK costs are .25 cent per copied side. The Township Solicitor was also contacted for his input on this RTK request. Mr. Buckles responded noting his request was for pdf documentation; and stated to stop the RTK request. Ms. Pollick stated that she would need it in writing to stop his request. ~ Mr. Mackley asked about the 51 Cocalico Creek Road project (Jordan Martin); and Mr. Luongo highlighted similar properties within the Township. Mr. Mackley provided some information that Governor Wolf was proposing: that every Municipality pay for PA State Police coverage in addition to local coverage. Discussions continued. The Supervisors asked Ms. Pollick to send a letter noting that the Township is not in favor of this. ~ Mr. Firestone noted that Governor Wolf also discussed gun ownership in Pennsylvania, to tighten the State gun laws. Virginia recently passed a law on gun control. Discussions continued. Ms. Pollick to look into a gun ordinance. ~ Ms. Kinback questioned the trees along Riparian Buffers as discussed earlier in the meeting; the Supervisors suggested Ms. Kinback to talk with Mr. McCrea.

DRAFT

BOARD OF SUPERVISORS MEETING THURSDAY, FEBRUARY 6, 2020

ANNOUNCEMENT: The next Board of Supervisors Meeting is scheduled for Thursday, February 20, 2020 at 7:00 p.m. and held at the East Cocalico Township building.

EXECUTIVE SESSION: The Board of Supervisors recessed their regular meeting at 11:37 a.m. and went into Executive Session at 11:45 p.m. wherein contractual and personnel matters were discussed. The Board reconvened at 12:46 p.m. The following motion was made.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to appoint Tony Luongo as the Assistant Township Manager and Zoning Officer effective February 3, 2020 with a starting salary of \$80,000.00. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

ADJOURN:

MOTION: There being no further business to come before the Board, Vice Chairman Carrasco made a motion seconded by Chairman Fry to adjourn the meeting at 12:47 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

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[East Cocalico Township Board of Supervisor Meeting 02-06-2020, Part 1 of 3](#)

[East Cocalico Township Board of Supervisor Meeting 02-06-2020, Part 2 of 3](#)

[East Cocalico Township Board of Supervisor Meeting 02-06-2020, Part 3 of 3](#)