

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

HELD AT EAST REAMSTOWN FIRE COMPANY, 12 WEST CHURCH STREET, REAMSTOWN 17567

THURSDAY, OCTOBER 15, 2020 AT 7:00 P.M.

- 1) CALL TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD:**
- 3) VISITORS:**
 - **ADAMSTOWN LIBRARY, CAROLYN REISTE, DIRECTOR: UPDATE**
 - **REAMSTOWN FIRE CO. AMBULANCE, JEFF GARNER: UPDATE**
- 4) PAST MEETING MINUTES APPROVAL:**
 - a) THURSDAY, OCTOBER 1, 2020 BOARD OF SUPERVISOR MEETING MINUTES**
- 5) ACTION ITEMS:**
 - a) LAND PLANNING ENGINEER:**
 - **CARRIAGE HILL (PH. 3 & 4), PREL./FINAL SUBDIVISION PLAN: AUTHORIZE SIGNATURES**
 - **WABASH LANDING (PH. 2), FINAL SUBDIVISION/LAND DEV. PLAN: TIME EXTENSION**
 - **RED RUN EXHAUST, PREL./FINAL LAND DEV. PLAN: CONSIDER CONDITIONAL APPROVAL**
 - **LOWELL MARTIN STORMWATER MGMT. PLAN: FINANCIAL SECURITY REDUCTION**
 - **PRESIDENTIAL CABINETS: FINANCIAL SECURITY RELEASE**
 - **MEMBERS 1ST: FINANCIAL SECURITY REDUCTION**
 - b) ALPHA SPACE COTNROL CO. / LINE PAINTING: QUAIL HOLLOW**
 - c) PARK & RECREATION: SURVEY**

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.

6) DEPARTMENT REPORTS:

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

7) TREASURERS REPORT:

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

8) OLD BUSINESS CONTINUED DISCUSSIONS:

- a) **MS4 DISCUSSION:**
 - **FISHING CREEK PARK: RIPARIAN BUFFER**
 - **MEADOW AT TOWNSHIP BUILDING: DISCUSSION**

9) NEW BUSINESS FOR DISCUSSION:

- a)

10) MANAGERS REPORT:

- a) **TD AMERITRADE: AUTHORIZATIONS**
- b) **FIRE COMPANY WORKING GROUP: MEETING REPORT**

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 SUPERVISORS MEETING: THURSDAY, NOVEMBER 5TH AT 7PM HELD AT THE EAST COCALICO TOWNSHIP MUNICIPAL BUILDING, 100 HILL ROAD, DENVER**

13) EXECUTIVE SESSION:

14) ADJOURNMENT

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BOARD OF SUPERVISORS MEETING THURSDAY, OCTOBER 15, 2020

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, October 15, 2020 at 7:00 p.m., held at the Reamstown Fire Company, 12 West Church Street, Reamstown, PA 17567. 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, and 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, Financial Administrator Judith Lumis, and Recording Secretary Lisa A. Kashner
- Engineer:** Brent Lied and Casey Kerschner of Becker Engineering, LLC
- Newspaper:** Larry Alexander of the Ephrata Review
- Visitors*:** Lorraine Kulp, Chad Weaver, Kenny Minnick, Kevin Varner, Wesley Hoover, Carolyn Reiste, Suzie Mackley, Doug Mackley, Jeff Garner, Donny Stover, Barry Rehlich, Monica Craig-Fry, Harvey Achey, Rick Carpenter, Ronald B. Good, Scott Achey, Gerald Hartranft, Brian Wise, Renee Manic, Kendal Burkholder, Tom Schaller, June Kinback, Jim Black, and Tracy Wooden

*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 15, 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: ADAMSTOWN LIBRARY, CAROLYN REISTE, DIRECTOR - UPDATE: Ms. Reiste gave a slide presentation on the Adamstown Library, discussed the library’s mission is to maintain and improve the quality of life for all citizens of the service area and beyond by providing print and electronic resources that enhance and contribute to individual knowledge. Ms. Reiste noted that even with COVID the Library is open with curbside pickup, laptop top checkout with an extended WIFI within their parking lot, and the quarantine of all materials returned for 168 hours. Ms. Reiste talked about the off-site services, virtual services, and the statistics of East Cocalico Township residents, noting that 79,208 physical library items were checked out in 2019, representing 53%. Ms. Reiste noted that the move to the new library building starts tomorrow October 16th.

PAST MEETING MINUTES APPROVAL:

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve the Thursday, October 1, 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. Lied of Becker Engineering highlighted the report, and gave background information on each plan.

CARRIAGE HILL (PH. 3 & 4), PRELIMINARY/FINAL SUBDIVISION PLAN: No one was present for this plan. Mr. Lied highlighted the status of the project and noted that the Board of Supervisors had previously granted conditional plan approval, authorized limited grading and authorized signature of various legal documents (Stormwater Maintenance and Easement Agreement, Improvement Guarantee Agreement). Mr. Lied noted that the applicant’s attorney is coordinating with Tom Goodman, Township Solicitor, with regarding to the finalization of the Developer’s Agreement and Homeowners Association (HOA) documents. As a result of the update, the following motions were made:

**BOARD OF SUPERVISORS MEETING
THURSDAY, OCTOBER 15, 2020**

ACTION ITEMS: CARRIAGE HILL (PH. 3 & 4) (CONTINUED)

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to authorize the Board of Supervisors to sign the Development Agreement when signed by the applicant and confirmed to be in a final form acceptable to the Township and containing all required terms and conditions satisfactory to the Township and Township Solicitor, including items related to the required formation of a Homeowners Association (HOA), required use of a temporary construction access and preservation and restoration of the Township roadways. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to authorize the Board of Supervisors to sign the Carriage Hill Phase 3 and 4 Preliminary/Final Subdivision Plan when appropriately signed by the applicant and applicant's consultant's and presented to the Township following satisfaction of all outstanding conditions of approval, to the satisfaction of the Township, Township Engineer and Township Solicitor. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

WABASH LANDING PHASE 2 - FINAL PLAN SUBDIVISION AND LAND DEVELOPMENT PLAN (10-23-2020): No one was present for this plan. Mr. Lied highlighted the plan.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, to accept the time extension offer as submitted by the applicant's consultant, dated September 28, 2020, which will extend the deadline for action on the Wabash Landing Phase 2 – Final Plan Subdivision and Land Development Plan until January 21, 2021. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

RED RUN EXHAUST OF REAMSTOWN – PRELIMINARY / FINAL LAND DEVELOPMENT PLAN (12-27-2020): Kevin Varner of Diehm and Sons was present to highlight the plan. Kendal Burkholder, applicant, was also in attendance. Mr. Lied provided an overview of the project (location, access, public utilities, etc.) and the status of various required outside agency approvals. Mr. Lied noted that the applicant has advanced the PennDOT Highway Occupancy Permit process, and Kevin Varner confirmed they only have a few remaining administrative type PennDOT comments remaining. Mr. Lied explained that the stormwater approach requires the NPDES permit to be reviewed directly by DEP, which has extended the on-going review timeframe. ECTA has approved the water and sanitary sewer approach. Some questions were asked related to the location of the proposed access onto Route 272, which were answered by Mr. Varner and Mr. Lied. Mr. Lied explained that the project included various waiver/modifications and deferral requests which were all previously recommended for approval by the Township Planning Commission.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve a waiver/modification of §194-9 and related subsections of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to plan processing requirements, and authorize the plan to be submitted and processed as a single plan submission meeting all applicable requirements of both Preliminary and Final Plans. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to approve of a waiver/modification of §194-30.R.(4) of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to the size of oversized parking and to authorize the use of an oversized parking space with a 40' length in-lieu-of the standard 70' length. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve a deferral of the requirements of §194-32.A. related to sidewalks along the frontage of the property, conditioned upon associated notation being added to the plan documenting the deferral to the satisfaction of the Township and the applicant providing any necessary pedestrian easement if the future sidewalk is not fully contained within the existing road right-of-way. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve a deferral of the requirements of §194-33.A.(1) of the East Cocalico Township Subdivision and Land Development Ordinance related to curbing along the frontage of the property, conditioned upon associated notation being added to the plan documenting the deferral to the satisfaction of the Township. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

**BOARD OF SUPERVISORS MEETING
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ACTION ITEMS: RED RUN EXHAUST OF REAMSTOWN

(CONTINUED)

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to approve a waiver/modification of §194-33.E.(1) of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to concrete curbing and authorize the use of concrete curb with a vertical depth of 18", consistent with the current PennDOT standards, in-lieu-of the Township's 22" depth. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve a waiver/modification of §194-25.E.(3)(c) of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to access drive separation and to authorize the proposed access drive to be located as depicted on the current plans, opposite the existing western access for the commercial property directly opposite the site. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to approve waiver/modification of §194-30 of the East Cocalico Township Subdivision and Land Development Ordinance related to the surface material for access drives and overflow parking, and to authorize the utilization of a gravel surface for the southern portion of the site (approximately 70' deep and the width of the adjacent paved area). Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve a waiver/modification of §185-24.D of the East Cocalico Township Stormwater Management Ordinance related to stormwater basin dewatering times and authorize the use of extended dewatering times for the rate control storage to exceed 24 hours as approved by the Township Engineer. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to grant conditional approval of the Final Plan for Red Run Exhaust conditioned upon the applicant satisfying and resolving all remaining items as outlined in the Becker Engineering October 13, 2020, review letter, to the satisfaction of the Township, Township Zoning Officer, Township Solicitor and Township Engineer. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

LOWELL MARTIN STORMWATER MANAGEMENT PLAN – FINANCIAL SECURITY REDUCTION: No one was present for this plan. Mr. Lied highlighted the project status and recent request for security reduction.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize a \$113,887.00 reduction in the current financial security being held by the Township for the Lowell Martin Stormwater Management Plan, resulting in the remaining financial security to be held by the Township being reduced to \$32,274.00. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

PRESIDENTIAL CABINETS – FINANCIAL SECURITY RELEASE: No one was present for this plan. Mr. Lied highlighted the status of the project.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to authorize the full release of the current financial security being held by the Township for the Preliminary / Final Land Development Plan for Presidential Cabinets, upon the applicant and applicant's consultant first completing the minor remaining items as highlighted in Becker's email correspondence dated October 9, 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).

MEMBERS 1ST – FINANCIAL SECURITY REDUCTION: No one was present for this plan. Mr. Lied highlighted the status of the project.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize a \$229,693.05 reduction in the current financial security being held by the Township for the Preliminary/Final Subdivision and Land Development Plan for Members 1st – 2050 N. Reading Road, resulting in the remaining financial security to be held by the Township being reduced to \$10,445.74. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

**BOARD OF SUPERVISORS MEETING
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ACTION ITEMS:

(CONTINUED)

ALPHA SPACE CONTROL CO./LINE PAINTING - QUAIL HOLLOW: Mr. Hoffert highlighted.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve the proposal submitted by Alpha Space Control, dated October 14, 2020, for line painting the Quail Hollow Development in the amount of \$3,270.60. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

PARK & RECREATION BOARD SURVEY: Ms. Pollick highlighted.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, to approve sending out the Reamstown Pool/Park Survey in regards to renovating or re-purposing the basketball court area as requested by the Park and Recreation Board. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

DEPARTMENT REPORTS:

POLICE DEPARTMENT REPORT: Chief Keppley noted that a letter of resignation was received from Police Officer Tyler Lehman.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to accept the resignation of Tyler Lehman, effective October 6, 2020. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

Chief Keppley publicly thanked DenTech for their generous donation. The Supervisors thanked Dentech for their support. Chief Keppley highlighted the remaining of his report.

ZONING OFFICERS REPORT: Mr. Luongo highlighted the September 2020 Zoning Officers Report. Questions and comments were received, which were answered.

ROAD MASTER REPORT: Mr. Hoffert highlighted the October 2020 Road Master Report. Questions and comments were received; which were answered.

FINANCIAL ADMINISTRATOR REPORT: Ms. Lumis highlighted the reports which were distributed: General Ledger for all funds, 2020 Budget Status Report, a report on the Local Service Tax Receipts from 2015 to 2020, pandemic statistics, and Earned Income Tax projection. Lengthy discussions were held. Questions and comments were received, which were answered.

TREASURER'S REPORT:

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Fry, to approve the list of bills with the start date of September 17, 2020 and an ending date of October 14, 2020 for a total of \$536,290.72: General Fund \$536,290.72. 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.

TOWNSHIP BUILDING FIELD TO MEADOW PROJECT: As previously discussed at a meeting, it was noted that the farmer has not been farming some of the land next to the Township building since the ground is too wet. Mr. McCrea brought it to the Supervisors noting the land could be converted into a meadow. The Supervisors agreed they would like to see how the other meadow projects take hold first before proceeding this this land. Continue to mow this land area.

**BOARD OF SUPERVISORS MEETING
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NEW BUSINESS FOR DISCUSSION: Nothing to report.

MANAGERS REPORT: Ms. Pollick highlighted the following.

TD AMERITRADE – AUTHORIZATIONS: Ms. Pollick highlighted.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell Fry, to appoint Romao Carrasco and Penny Pollick as Trustee's to the East Cocalico Police Pension Plan as well as sign the execute the T.D. Ameritrade Trustee Certification of Investment Powers Authorization Form. Chairman Fry asked if there were any other comments or questions; there were none, motion carried (3/0).

FIRE COMPANY WORKING GROUP - MEETING REPORT: Ms. Pollick highlighted the previous Fire Company Working Group meeting that was held. Comments and questions were received.

REAMSTOWN FIRE COMPANY AMBULANCE (JEFF GARNER) UPDATE: Mr. Garner distributed documentation to update the Supervisors on the Reamstown Fire Company Ambulance financials that was discussed prior to the COVID-19 shutdown. Reamstown has requested a \$96,000 donation/payment due to extra incurred expense/losses from the Township and Mr. Garner is looking for clear direction from the Board as to how funding the Ambulance Services will be handled moving forward. New documentation submitted included a 2020, 9-month Profit and Loss Report generated from Quick Books. Mr. Garner had lengthy discussions with the Board, with several issues going back and forth. The Supervisors held fast in noting that now, and as previously communicated, documentation submitted was both inconsistent and insufficient and that the Board could not issue a check in such a large amount as good stewards of the township. Vice-Chairman Carrasco stated their fiduciary responsibility obligates them to accountability by both the tax payers and PA Auditors alike. Lengthy discussions continued. Comments and questions were asked and answered. In the end, Scott Achey, Chief of the Reamstown Fire Co. No. 1 told the Board that this conversation is over and the situation is closed.

PUBLIC COMMENT (NON-AGENDA ITEMS): Nothing to report.

ANNOUNCEMENT: The next Board of Supervisors Meeting is scheduled for Thursday, November 5, 2020 at 7:00 p.m. held at the East Cocalico Township Municipal Building.

EXECUTIVE SESSION: Nothing to report.

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 9:23 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 10-15-2020, Part 1 of 3](#)
[East Cocalico Township Board of Supervisor Meeting 10-15-2020, Part 2 of 3](#)
[East Cocalico Township Board of Supervisor Meeting 10-15-2020, Part 3 of 3](#)