

# EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

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

MONDAY, JANUARY 4, 2021 AT 7:00 P.M.

This meeting is held via Zoom

- 1) **CALL TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) **ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD:**
  - a)
- 3) **ORGANIZATION**
  - a) ELECTIONS
  - b) APPOINTMENTS
  - c) OTHER ANNUAL MOTIONS
- 4) **PAST MEETING MINUTES APPROVAL:**
  - a) THURSDAY, DECEMBER 17, 2020 BOARD OF SUPERVISOR MEETING
- 5) **ACTION ITEMS:**
  - a) LAND PLANNING ENGINEER:
    - ....
  - b) BUDGET AMENDMENT ADVERTISEMENT: APPROVAL TO SEND TO THE NEWSPAPER ON TUESDAY 1/5/2021 FOR PRINT IN 1/7/2021 LNP
  - c) RESOLUTION 2021-01: AUTHORIZING THE APPOINTMENT OF A CERTIFIED PUBLIC ACCOUNTANT TO AUDIT THE BOOKS OF EAST COCALICO TOWNSHIP FOR THE FISCAL YEAR 2020
  - d) RESOLUTION 2021-02: ESTABLISHING A FEE SCHEDULE IN ACCORDANCE WITH THE REQUIREMENTS OF THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE
  - e) MILEAGE REIMBURSEMENT RATE: SET PER THE IRS RATE AT 56 CENTS PER MILE  
(down 1.5 cents from 2020)
  - f) 2021 HAULER'S LICENSE AGREEMENTS: FOR CONSIDERATION  
(Received to date: Eagles Disposal, Goods Disposal, JBS Hauling, Republic Services, Waste Industries, Waste Mgmt.)

- 6) **DEPARTMENT REPORTS:**
  - a) **POLICE DEPARTMENT REPORT**
  - b) **ZONING OFFICER REPORT**
  - c) **ROAD DEPARTMENT REPORT**
  - d) **FINANCIAL ADMINISTRATOR REPORT**
- 7) **TREASURERS REPORT:**
  - a) **LIST OF BILLS: AUTHORIZE LIST OF BILLS FOR PAYMENT**
- 8) **OLD BUSINESS CONTINUED DISCUSSIONS:**
  - a) **MS4 DISCUSSION:**
    - **FREE NATIVE TREE AND SHRUB: ORDER FOR SPRING 2021**
  - b) **EPHRATA REC CENTER: POOL MANAGEMENT 2021 AGREEMENT REVIEW/DISCUSSION**
- 9) **NEW BUSINESS FOR DISCUSSION:**
  - a) **2021 FIRE FIGHTER: TRAININGS**
  - b) **ROADS SURVEYS**
- 10) **MANAGERS REPORT:**
  - a) **PSATS: ATTENDANCE AND REGISTRATION**
- 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) **COCALICO LEADERS MEETING: THE JANUARY 26<sup>TH</sup> MEETING WAS MOVED TO MARCH 23<sup>RD</sup> TO BE HELD AT DENVER RECREATION CENTER**
  - b) **NEXT SUPERVISORS MTG.: THURS., JAN. 21<sup>ST</sup> @ 7:00 PM, LOCATION: \_\_\_\_\_**
- 13) **EXECUTIVE SESSION:**
- 14) **ADJOURNMENT**

## **BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 4, 2021**

The advertised meeting of the East Cocalico Township Board of Supervisors Organization Meeting was called to order on Monday, January 4, 2021 at 7:00 p.m., held via Zoom (a cloud-based video communications app that allows individuals to set up a virtual video and audio-conferencing). This public “live” Zoom meeting was held virtually in order to ensure public safety during the COVID pandemic.

### **ATTENDANCE:**

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

**Employees:** Township Manager Penny Pollick, Assistant Manager/Zoning Officer Tony Luongo, Sergeant Progin, Officer Kreisher, Financial Administrator Judith Lumis, MS4 Technician Ken McCrea, and Recording Secretary Lisa A. Kashner

**Engineer:** None

**Newspaper:** Larry Alexander of the Ephrata Review

**Visitors:\*** Brian Wise, Suzie Mackley, Ralph Buckles, Susanna Wurtz, June Kinback, Donny Stover, Chad Weaver, iPhone, Michelle Hohl, and Julia Yoder

\*Only visitors names displayed on the Zoom listing are listed.

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE:** Chairman Fry asked everyone in attendance to pledge allegiance to the Flag. • Chairman Fry announced this Monday, January 4, 2021 Board of Supervisors Organization Meeting was duly advertised in accordance with the second-class Township code in the Lancaster newspaper on December 26, 2020.

**EXECUTIVE SESSIONS HELD:** Monday, January 4, 2021 for personnel matters.

**ORGANIZATION:** It was announced that each motion was read separately for the purpose of recognizing each individual. Alan Fry turned the Organization Meeting over to Romao Carrasco.

### **ELECTIONS:**

**MOTION:** Romao Carrasco made a motion, seconded by Jeffrey Mitchell, to elect Alan R. Fry as Chairman of the Board of Supervisors. Romao Carrasco asked if there were any comments or questions; there were none. Motion carried (2/0). Alan R. Fry refrained from voting.

Romao Carrasco turned the meeting over to Chairman Fry.

**MOTION:** Jeffrey Mitchell made a motion, seconded by Chairman Fry, to elect Romao R. Carrasco as Vice Chairman of the Board of Supervisors. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (2/0). Romao Carrasco refrained from voting.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to elect Jeffrey Mitchell as Secretary of the Board of Supervisors. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (2/0). Jeffrey W. Mitchell refrained from voting.

### **APPOINTMENTS:**

**MOTION:** Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to appoint Chairman Fry as Treasurer and Secretary Mitchell as Assistant Treasurer. Vice Chairman Carrasco 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 appoint Vice Chairman Carrasco as Chief Administrative Officer for Police and Non-uniform Pension Plans and Secretary Mitchell as Alternate Chief Administrative Officer for Police and Non-uniform Pension Plans. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

**BOARD OF SUPERVISORS MEETING  
MONDAY, JANUARY 4, 2021**

**APPOINTMENTS:                    (CONTINUED)**

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Fry, to appoint Penny Pollick as Township Manager, Assistant Secretary, Open Records Officer, and the PSATS Voting Delegate. Secretary Mitchell 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 appoint Tony Luongo as Assistant Township Manager. 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 appoint Darrick Keppley as Township Police Chief. Vice Chairman Carrasco 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 appoint Alan R. Fry as Township Police Commissioner. Secretary Mitchell 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 appoint Steve Brubaker as Planning Commission Member for a term expiring December 31, 2024. 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 appoint Edward McAlanis as Recreation Board Member for a term that expires December 31, 2025. Vice Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

**MOTION:** Secretary Mitchell made a motion, seconded by Secretary Mitchell, to appoint Daniel J. Becker and Edward R. Nevling as Authority Board Member with the East Cocalico Township Water & Sewer Authority for a term expiring December 31, 2025. Secretary Mitchell asked if there were any comments or questions; there were none. Motion carried (3/0).

**MOTION:** Chairman Fry made a motion, seconded by Secretary Fry, to appoint E. Richard Young, Esq. as Zoning Hearing Board Solicitor and Anthony Schimaneck, Esq. as the Zoning Hearing Board Solicitor Alternate. 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 Chairman Fry, to appoint Matthew J. Creme, Jr., Esq., as Transportation Impact Fee Special Solicitor. Secretary Mitchell 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 appoint Penny Pollick as Transportation Impact Fee Advisor. 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 appoint Goodman & Kenneff, consisting of Thomas L. Goodman, Esquire, and Joseph J. Kenneff, Esquire, as East Cocalico Township Solicitors. Vice Chairman Carrasco 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 appoint Eckert, Seamans, Cherin & Mellott, LLC, consisting of Michael McAuliffe Miller, Esquire, as the Labor Solicitor. Secretary Mitchell 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 appoint Anthony C. Luongo as Zoning, Code Enforcement Officer, and Stormwater Enforcement Officer; and Becker Engineering, LLC, consisting of Brent E. Lied, P.E., as the Alternate Zoning, Code Enforcement Officer, and Stormwater Enforcement Officer. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

**BOARD OF SUPERVISORS MEETING  
MONDAY, JANUARY 4, 2021**

**APPOINTMENTS:                    (CONTINUED)**

**MOTION:** Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint Becker Engineering, LLC, consisting of Brent E. Lied, P.E., as Land Planning Engineer, and Alternate Lead Transportation Impact Fee Consultant. Vice Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Fry, to appoint John Schick of Rettew Engineering as the Transportation Engineer, Transportation Impact Fee Consultant, and Alternate Land Planning Engineer. Secretary Mitchell 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 appoint Mike LaSala of Land Studies, Inc. as the Township's MS4 Engineering Consultant. 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 appoint Commonwealth Code Inspection Service, Inc., consisting of Andrew Nelson, as the East Cocalico Township Building Inspector, UCC Building Official, and Code Administrator (BOCA). Vice Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Fry, to appoint Ephrata National Bank as the Depositories for Township funds. Secretary Mitchell 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 appoint Univest Bank and Trust Chairman as the depositories for the Township funds. 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 appoint Harvey Achey as the Fire Official. Vice Chairman Carrasco 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 appoint Scott Achey as Emergency Management Coordinator. Secretary Mitchell 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 appoint Chad Weaver as Assistant Emergency Management Coordinator. 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 appoint Dale L. High as Sewage Enforcement Officer and Robert S. Carpenter as Alternate Sewage Enforcement Officer. Vice Chairman Carrasco 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 appoint Judith Lumis, Penny Pollick, and Township Treasurer Alan Fry as the designated users with Univest Bank and Trust Company. 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 appoint Lisa A. Kashner as Recording Secretary. 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 appoint Bret Hoffert as Road Master. Vice Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

## BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 4, 2021

### APPOINTMENTS: (CONTINUED)

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Fry, to appoint Romao Carrasco as ECT Intermunicipal Group (IMG) Representative and Penny Pollick as IMG Alternate. Secretary Mitchell 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 appoint Daniel J. Becker as ECTA's Intermunicipal Group (IMG) Representative, and Scott Carl Sr. as the alternate ECTA IMG Representative for a term expiring December 31, 2021. 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 appoint Carolyn Hildebrand as Lancaster County Tax Collection Bureau (LCTCB) municipal representative, and Penny Pollick as alternate, for the municipalities in the Cocalico School District on the LCTCB for 2021. Vice Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Fry, to appoint Romao Carrasco and Warren Peters as Lancaster County Housing and Redevelopment Authorities – Regional Advisory Council/Steering Committee as the Township Representative. Secretary Mitchell 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 Fry, to appoint Lisa A. Kashner as Recycling Coordinator and Jeffrey Mitchell as Assistant Recycling Coordinator. 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 appoint Alan R. Fry as Pennsylvania's State Association of Township Supervisors (PSATS) Alternate Voting Delegate. Vice 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 Chairman Fry, to appoint the Zoe's House Rescue as the Dog Depository. Secretary Mitchell 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 appoint Barry Weaver as Vacancy Board Member. 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 appoint Ashley Fichthorn as a Member of the Zoning Hearing Board for a term that will expire on December 31, 2023. Vice Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Fry, to appoint Romao Carrasco as the Marketing and Economic Development Coordinator for East Cocalico Township. Secretary Mitchell 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 appoint Judith Lumis as the Financial Administrator. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (2/0/1); Romao Carrasco refrained from voting.

Chairman Fry announced the conclusion of the Organization Meeting and called the regular meeting to order.

### PAST MEETING MINUTES APPROVAL: Thursday, December 17, 2020.

**MOTION:** Chairman Fry made a motion, seconded by Secretary Mitchell, to approve the Thursday, December 17, 2020, Board of Supervisor meeting minutes as presented. Chairman Fry asked if there were any comments or questions. Vice Chairman Carrasco noted to reflect more information under the Financial Administrator report in reference to Ms. Kinback's discussion: the 2021 budget was for oil & chip only within the Rose Hill development (not resurfacing), which was previously placed in the 2020 budget. The Supervisors agreed to amend the December 17, 2020 minutes as noted. Chairman Fry asked if there were any other comments or questions; there were none. Motion carried (3/0).

## **BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 4, 2021**

### **ACTION ITEMS:**

**LAND PLANNING ENGINEER:** No Land Planning items for tonight.

**BUDGET AMENDMENT ADVERTISEMENT:** Chairman Fry noted that the 2021 Budget cannot be re-opened. Ms. Lumis noted that the 2020 ending stats will be discussed at the next meeting. ▪ The advertisement for Certified Public Accountant was placed in the November 18, 2020 Lancaster Newspaper.

**RESOLUTION 2021-01, AUTHORIZING THE APPOINTMENT OF A CERTIFIED PUBLIC ACCOUNTANT TO AUDIT THE BOOKS OF EAST COCALICO TOWNSHIP FOR THE FISCAL YEAR 2020:** Chairman Fry noted a slight increase from the last year.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to adopt Resolution 2021-01 appointing Maher-Duessel as the Certified Public Accountant to audit the accounts of East Cocalico Township for the fiscal year 2020 and not to exceed the cost of \$10,000. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

**RESOLUTION 2021-02, ESTABLISHING A FEE SCHEDULE IN ACCORDANCE WITH THE REQUIREMENTS OF THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE:** Chairman Fry noted a slight increase from last year.

**MOTION:** Chairman Fry made a motion, seconded by Secretary Mitchell, to adopt Resolution 2021-02 establishing East Cocalico Township's fee schedule in accordance with the requirements of the Pennsylvania Municipalities Planning Code. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

**MILEAGE REIMBURSEMENT RATE - SET PER THE IRS RATE AT 56 CENTS PER MILE:** Chairman Fry noted the mileage rate is down 1.5 cents from 2020.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve the 2021 Mileage Reimbursement Rate as set forth by the IRS in the amount of 56 cents per mile. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

### **2021 HAULER'S LICENSE AGREEMENTS – FOR CONSIDERATION:**

**MOTION:** Vice Chairman Carrasco made a motion, seconded by Jeffrey Mitchell, to approve the 2021 municipal waste hauler agreements with Eagle's Disposal Service, Good's Disposal Service, JBS Hauling, Republic Services, Waste Industries, Waste Management, and Purple Heart Disposal. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

### **DEPARTMENT REPORTS:**

**POLICE DEPARTMENT REPORT:** Sergeant Progin stated that Chief Keppley will give the Police Report at the next meeting. Sergeant Progin discussed a new Police Officer that started today.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to hire Rachael Odenwalt as a Level #1 East Cocalico Township Police Officer effective today, Monday, January 4, 2021. Chairman Fry asked if there were any comments or questions; there were none. Secretary Mitchell nay. Motion carried (3/0).

**ZONING OFFICERS REPORT:** Mr. Luongo stated his full report will be given at the next meeting.

**ROAD MASTER REPORT:** Ms. Pollick stated that the Roadmaster will give his full report at the next meeting.

## **BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 4, 2021**

**TREASURER'S REPORT:** Ms. Lumis asked the Supervisors about the previously adopted Resolution in reference to Univest; to verify if it was the intent to have three Supervisors sign the documents for withdrawals. The Supervisors stated that this indeed was their intent. • The List of Bills were highlighted.

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Fry, to approve the list of bills as presented for December 30, 2020 for payment in the amount of \$106,871.78: (1) General Fund \$106,871.78. Chairman Fry asked if there were any comments or questions; there were some questions which were answered. There were no other comments or questions, motion carried (3/0).

### **OLD BUSINESS CONTINUED DISCUSSIONS:**

**MS4 DISCUSSION – FREE NATIVE TREE AND SHRUB – ORDER FOR SPRING 2021:** Mr. McCrea discussed, suggesting some free trees/shrubs planted around the Township building, specifically in the vicinity of the existing picnic table and possibly some planting at the Reamstown Pool Park. Discussions held.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize Ken McCrea to place an order with the Chesapeake Bay Foundation for free native trees and shrubs to plant around the Township Municipal Building and at the Reamstown Pool Park area. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

**EPHRATA RECREATION CENTER – POOL MANAGEMENT 2021 AGREEMENT REVIEW/DISCUSSION:** This item was tabled as more information is needed from Mr. Jim Summers of the Ephrata Rec Center.

### **NEW BUSINESS FOR DISCUSSION:**

**2021 FIRE FIGHTER – TRAININGS:** Ms. Pollick highlighted.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize the Manager to provide food and beverages for Fire Fighting Trainings on March 27<sup>th</sup> and April 3<sup>rd</sup>, 2021. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

Ms. Pollick to contact the other local Municipalities for their awareness.

**ROAD SURVEYS:** Secretary Mitchell highlighted the road maintenance within the Township. Discussed that, going forward, a complete road survey projection is needed for a clear direction on all roads within the Township. Vice Chairman Carrasco specified that the analysis should consist of all the road conditions broken into three classes of roads: (1) imminent - that need immediate attention, (2) roads not too imminent but by doing something now can help prevent future issues, and (3) roads in good condition and for the most part, stable for a 5- to 6-year span and indicated a preliminary report deadline for this should be the end of March 2021. Discussions continued.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize the Township Manager to seek out proposals/costs from Rettew & Associates for an analysis of road conditions in East Cocalico Township. Scope of work to include: (1) imminent and immediate roads needing attention, (2) roads not too imminent but by doing something now can help prevent future issues, and (3) roads in good condition and stable for a 5 to 6-year span. Scope of work requested by March 31, 2021. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

Vice Chairman Carrasco questioned previous comments by Secretary Mitchell that Reamstown Fire-Ambulance does have audited financials annually from Weinhold Nickel. Secretary Mitchell has not seen anything yet from them, indicated they are in the process of installing Quick Books and has seen nothing other than what the board has seen. Vice Chairman Carrasco clarified for the record, that Weinhold Nichol documents, provided by Reamstown, are independent financial reviews not audited financials.



## **BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 4, 2021**

**MANAGERS REPORT:** Ms. Pollick discussed the upcoming PSATS convention registration.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorizing the township manager to revise the 2021 PSATS conference registrations as discussed. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

Ms. Pollick discussed increasing the Planning Commission and Zoning Hearing Board members volunteer pay from \$50.00 to \$75.00 per meeting. Discussions continued.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to increase the per meeting rate of pay for both the planning commission and zoning hearing board members from \$50.00 to \$75.00. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

Ms. Pollick highlighted some of the recent discussions held at the Recreation Board Meeting, and highlighted discussions held at a recent Legislators Meeting concerning Utility Companies doing work that affects roadways. Discussions continued.

**PUBLIC COMMENT (NON-AGENDA ITEMS):** Some questions and comments were received; which were answered.

**ANNOUNCEMENT:** The January 26<sup>th</sup> Cocalico Leaders Meeting was moved to March 23<sup>rd</sup> to be held at the Denver Rec Center; Denver Borough is hosting. • The next Board of Supervisors Meeting is scheduled for Thursday, January 21, 2021 at 7:00 p.m. and will be held via Zoom. Meeting details will be placed on the Township's website.

**EXECUTIVE SESSION:** Nothing to report.

### **ADJOURN:**

**MOTION:** There being no further business to come before the Board, Vice Chairman Carrasco made a motion seconded by Secretary Mitchell to adjourn the meeting at 8:20 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:**

**[THURSDAY, JANUARY 4, 2021 BOARD OF SUPERVISORS MEETING \(PART 1 OF 1\)](#)**