

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

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

THURSDAY, JANUARY 21, 2021 AT 7:00 P.M.

This meeting is held via Zoom

- 1) CALL TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) HEARING:**
 - a) REDNER'S INC.: INTERMUNICIPAL LIQUOR LICENSE TRANSFER TO ECT**
 - b) ORDINANCE 2021-01: LIQUOR LICENSE TRANSFER (REDNERS)**
- 3) ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD:**
 - a) WEDNESDAY, JANUARY 13, 2021 TO DISCUSS A PERSONNEL MATTER**
- 4) RETIREMENT / RESIGNATION OF POLICE OFFICER SERVICE: ROGER KREISHER**
- 5) PAST MEETING MINUTES APPROVAL:**
 - a) MONDAY, JANUARY 4, 2022 BOARD OF SUPERVISOR MEETING**
- 6) ACTION ITEMS:**
 - a) ORDINANCE 2021-02: AMEND CODE OF ORD., CHAPTER 220 (MARTIN MINI-STORAGE)**
 - b) LAND PLANNING ENGINEER:**
 - **WABASH LANDING PHASE 2 FINAL PLAN: TIME EXTENSION**
 - **STONEY POINTE PH. 2: FINANCIAL SECURITY REDUCTION**
 - **34 SCHOOL LANE (LORAH RESIDENCE): SWMEA**
 - **16 WEST KESTREL DRIVE (HUNTER CREEK PARTNERS): SWMEA**
 - c) HALLER ENTERPRISES – MAINTENANCE CONTRACT: APPROVAL AND SIGNATURE**
- 7) DEPARTMENT REPORTS:**
 - a) POLICE DEPARTMENT REPORT**
 - b) ZONING OFFICER REPORT**
 - c) ROAD DEPARTMENT REPORT**
 - d) FINANCIAL ADMINISTRATOR REPORT**

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.

- 8) **TREASURERS REPORT:**
 - a) **LIST OF BILLS:** AUTHORIZE LIST OF BILLS FOR PAYMENT
- 9) **OLD BUSINESS CONTINUED DISCUSSIONS:**
 - a) **MS4 DISCUSSION:**
 - **FREE NATIVE TREE AND SHRUB:** FOLLOW UP
 - **ROSE HILL BASIN PROJECT:** POSSIBLE GRANT
 - b) **EPHRATA REC CENTER:** POOL MANAGEMENT 2021 AGREEMENT FOLLOW UP
 - c) **ROADS SURVEYS:** FOLLOW UP
- 10) **NEW BUSINESS FOR DISCUSSION:**
 - a)
- 11) **MANAGERS REPORT:**
 - a) **PSATS:** ATTENDANCE AND REGISTRATION
- 12) **PUBLIC COMMENT:**
 - a) **PUBLIC COMMENT:** NON-AGENDA ITEMS ONLY (SIGN IN BEFORE MAKING PUBLIC COMMENT, STATE NAME AND STREET ADDRESS IN EAST COCALICO TWP.)
- 13) **ANNOUNCEMENTS:**
 - a) **COCALICO LEADERS MEETING:** TUESDAY, JANUARY 26TH MOVED TO MARCH 23RD AT THE DENVER RECREATION CENTER
 - b) **NEXT SUPERVISORS MTG.:** THURS., FEBRUARY 4TH @ 9:00 AM, LOCATION: _____
- 14) **EXECUTIVE SESSION:**
- 15) **ADJOURNMENT**

BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 21, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, January 21, 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, Police Chief Darrick Keppley, Financial Administrator Judith Lumis, Roadmaster Bret Hoffert, MS4 Technician Ken McCrea, and Recording Secretary Lisa A. Kashner

Solicitor: Thomas L. Goodman, Esquire

Engineer: Casey Kerschner

Newspaper: Larry Alexander of the Ephrata Review

Visitors:* Ronald Good, Brian Wise, Chad Weaver, Beth Good from Locker Room, June Kinback, Jeff Garner, Doug Mackley, Suzie Mackley, Dennise’s iPhone, Jordan and Rachael Martin, Lorraine Kulp, Donny Stover, Adam from Oostas LLC, Dennis Martin, Ralph Buckles, Susanna Wurtz, Jason Hopp, Citizen, John Stout, Dwight Yoder, Citizen, Resident, no

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE: Chairman Fry asked everyone in attendance to pledge allegiance to the Flag. • Chairman Fry announced this Thursday, January 21, 2021 Board of Supervisors Meeting was duly advertised in accordance with the second-class Township code in the Lancaster newspaper on January 10, 2021.

The meeting was turned over to the Township Solicitor, Mr. Tom Goodman to start the Public Hearing.

PUBLIC HEARING - REDNER’S INC. INTERMUNICIPAL LIQUOR LICENSE TRANSFER TO EAST COCALICO TOWNSHIP: Mr. Goodman held the hearing, announcing that this Ordinance was advertised on January 7, 2021 and January 14, 2021. This is a hearing on a liquor license transfer from Columbia Borough to East Cocalico Township. Redner’s Market at 1304 North Reading Road, Stevens, PA is receiving this liquor license pursuant the Liquor Control Board. Redner’s Market general council. Mr. Jason Hopp gave his testimony on the liquor license transfer.

ORDINANCE 2021-01: LIQUOR LICENSE TRANSFER (REDNER’S): Proposed for adoption. Questions and comments were received, which were answered.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to adopt Ordinance 2021-01 approving the Intermunicipal transfer of the Restaurant Liquor License previously held by Dietz’s Café located in Columbia, PA to Redner’s Market located in Stevens, PA. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

The Public Hearing is now closed.

EXECUTIVE SESSIONS HELD: Wednesday, January 13, 2021 to discuss a personnel matter.

BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 21, 2021

RETIREMENT / RESIGNATION OF POLICE OFFICER SERVICE - ROGER KREISHER: Chief Keppley highlighted Officer Kreishers' vital importance to the Police Department, giving his statistics within the department during his career.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to accept with regret, the retirement resignation letter submitted by Officer Roger Kreisher, whose last day of dedicated service to East Cocalico Township will be on January 31, 2021. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

PAST MEETING MINUTES APPROVAL: Monday, January 4, 2021 Board of Supervisors Organization Meeting.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve the Monday, January 4, 2021 Board of Supervisor Meeting Minutes as presented. Chairman Fry asked if there were any other comments or questions; there were none. Motion carried (3/0).

ACTION ITEMS:

ORDINANCE 2021-02, AMEND CODE OF ORDINANCES, CHAPTER 220 (MARTIN MINI-STORAGE): Mr. Goodman highlighted that this Ordinance was advertised on January 7, 2021 and January 14, 2021, noting that this ordinance would allow farm occupations on farms in the Commercial Zoning District, Conservation Zoning District, and the Agricultural Zoning District in accordance to a Special Exemption in accordance to the Ordinance. Mr. Yoder discussed the property of Jordan and Racheal Martin. Comments and questions were received, which were answered.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to adopt Ordinance, amending the East Cocalico Township Code of Ordinances, Chapter 220, Zoning, Article II, Zone Regulations, to allow for farm occupations within the Conservation and General Commercial Districts by Special Exception. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

LAND PLANNING ENGINEER: Mr. Kerschner was present tonight to discuss the following plans.

WABASH LANDING, PHASE 2 FINAL PLAN – TIME EXTENSION: No one was present for this plan.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to accept the time extension offer as submitted by the applicant's consultant, dated January 6, 2021, which will extend the deadline for action on the Wabash Landing Phase 2 – Final Plan Subdivision and Land Development Plan until March 22, 2021. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

STONE POINT PHASE 2 – FINANCIAL SECURITY REDUCTION: Mr. Kerschner stated that based on some recent discussions, the recommended motion could not be finalized, and therefore Becker Engineering will provide updated correspondence and recommended motion(s) prior to a Board of Supervisors Meeting.

34 SCHOOL LANE (LORAH RESIDENCE) – STORMWATER MANAGEMENT SMALL PROJECT APPLICATION (SWMEA): No one was present for this plan.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize the Board of Supervisors to sign the Stormwater Management and Easement Agreement (SWMEA) related to the 34 School Lane – Stormwater Management Small Project Application, as prepared by the Township Solicitor, when executed by the applicant, and submitted to the Township. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 21, 2021

LAND PLANNING ENGINEER: *(CONTINUED)*

16 WEST KESTREL DRIVE (HUNTER CREEK PARTNERS) – STORMWATER MANAGEMENT SMALL PROJECT APPLICATION (SWMEA): No one was present for this plan.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize the Board of Supervisors to sign the Stormwater Management and Easement Agreement (SWMEA) related to the 16 West Kestrel Drive – Stormwater Management Small Project Application, as prepared by the Township Solicitor, when executed by the applicant, and submitted to the Township. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

HALLER ENTERPRISES – MAINTENANCE CONTRACT: Ms. Pollick highlighted the 2021 Predictive Maintenance Agreement renewal letter from Haller Enterprises.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to accept the Haller Enterprises Preventative Maintenance Proposal for 2021 in the amount of \$1,557.00. 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 2020 end of year numbers. Two conditional offers of employment and two officers' consideration for promotion at the next meeting. Discussions of radios were held.

ZONING OFFICERS REPORT: Mr. Luongo highlighted the Zoning Officers Report of December 2020 as well as the 2020 year-end numbers for the building permits issued.

ROAD MASTER REPORT: Mr. Hoffert highlighted the Roadmaster Report of January 2021. • Mr. Hoffert noted that an e-mail concern came into the Township concerning four culverts within the area of Hayloft Road (corner lot) in which a sidewalk runs along it, and a storm water culvert that runs under the road, this poses a danger. Mr. Hoffert stated that a temporary snow fence was put in place (pictures were displayed). The Supervisors agreed to obtain quotes to install a chain link fence. Mr. Stover asked when the quotes are obtained to keep in consideration easy access to the stream for Fire Company access to the water. • Mr. Hoffert highlighted two proposals received from Martin Tree Service to take down trees at: (1) Dogwood Drive, Reinholds (Proposal Estimate #814412) dated January 18, 2021 for \$1,000.00, and (2) Hill Road (near intersection of Smokestown Rd) (Proposal Estimate #75587) dated January 18, 2021 for \$925.00.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to approve both proposals submitted by Martin's Tree Service for the Dogwood Drive project at \$1,000.00 and the Hill Road project at \$925.00. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

Vice Chairman Carrasco discussed the "welcome" signs to be placed around the Township. The sign to display: "Welcome to East Cocalico Township", and under that line the wording "Community First". Mr. Hoffert noted that there are a total of 24 signs to be ordered, and the proof will be forwarded to the Supervisors for approval before print. Questions were received which were answered. • Mr. Mackley questioned the use of Township vehicles for personal use, and Ms. Pollick explained that due to COVID the Road Crew staff was assigned specific vehicles to take to their residence at the end of the day. Ms. Pollick noted she will contact the Township Insurance.

TREASURER'S REPORT: Ms. Lumis highlighted the Police MMO Pension Plan and how to fund it for 2021. Discussions were held in reference to Gerard's suggestion on limiting market risks: take the MMO and divide it by 10 payments (State Aid payment comes in October) at which time balance could be paid. Ms. Lumis calculation of the MMO is: \$647,189.00, and divided by 10 months is \$64,718.90 per month. Discussions continued. Questions and comments were received which were answered.

BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 21, 2021

TREASURER'S REPORT: ***(CONTINUED)***

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize the Financial Administrator to base the Police MMO Pension Plan payments under Gerard's directive of taking the amount of the MMO and dividing it by 10 equal monthly payments until the State Aid payment in October, at which time the balance can be paid: Calendar year 2021 equals to \$64,718.90 to be divided into 10 equal monthly payments. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

Ms. Lumis highlighted the financial statements: Preliminary Fiscal Year End 2020 balance sheets and the preliminary Budget Status Reports, noting that the banking interest is reflected. Ms. Lumis highlighted. Discussions continued. Comments and questions were asked which were answered.

LIST OF BILLS: Secretary Mitchell highlighted.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to approve the list of bills as presented (starting date 12/31/2020 – ending date 01/18/2021) in the amount of \$253,081.95: (1) General Fund \$206,073.77, (2) Light Fund \$12,970.18, (3) Capital Reserve \$34,038.00. 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: Mr. McCrea indicated the Township just received a letter from DEP stating that they have accepted the Township's 2020 MS4 Annual Report.

MS4 DISCUSSION – FREE NATIVE TREE AND SHRUB – FOLLOW UP: Mr. McCrea stated that the order is placed for the trees and shrubs; noting that some of the plantings will go around the Township building, at the Reamstown Pool Park area, and some at the Homestead Park area.

ROSE HILL BASIN PROJECT – POSSIBLE GRANT: Mr. McCrea highlighted in detail, an estimate from Land Studies is \$45,000.00. Mr. McCrea highlighted a Watershed Restoration and Protection Program grant to help fund the project, with a 15% match. After discussions, the Supervisors made the following motion

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to authorize Ken McCrea to apply for the Watershed Restoration and Protection Program grant. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

As previously discussed at prior meeting, Mr. McCrea continued discussion on placing plastic liners in the stormwater pipes within the Reamstown Heights area; noting that there is a State Grant that opens soon for up to \$200,000.00 (20% match).

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to authorize preliminary work to be done and to move forward in applying for the State Grant in reference to plastic liners in stormwater pipes within the Reamstown Heights 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 AND DISCUSSION: This item was tabled.

NEW BUSINESS FOR DISCUSSION:

ROAD SURVEY: Mrs. Pollick discussed, highlighted that Rettew will forward the costs of reviewing 60 miles of roadway and suggests to use a new digital system for analysis of the roadways which generates a digital analysis of the roadway condition rating it on a scale of 1-5, called RoadBotics. The results could be placed within a roadway 5-year budget plan based upon Liquid Fuels. Comparison pricing to come. Questions were asked, which were answered.

Chairman Fry discussed the intersection of North Reamstown Road and Colonel Howard Boulevard indicating that it is dark at this intersection, and suggests a street light be installed by PP&L. The Supervisors discussed and decided to place this item on the next Board of Supervisors Meeting Agenda.

BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 21, 2021

MANAGERS REPORT: Ms. Pollick noted that she has been working on all the year-end items. ▪ Various meetings were held. ▪ Proposal sent from long time fire fighter Jerry Ozog, who helps in bringing fire companies together and their costs. Presentation and revised proposal to be presented at the next meeting. ▪ Briefly discussed the Traffic Impact Fee Committee meeting. ▪ Discussed multiple meetings that have been held. ▪ Economic Development Company has been working with the Township recently, currently working on the Benderson Property. Ms. Pollick suggested joining, their annual fee is \$500 for membership.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize the Township Manager to seek out membership with the Economic Development Company of Lancaster County and approve the \$500 membership fee for payment. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

PUBLIC COMMENT (NON-AGENDA ITEMS): No comments were received.

ANNOUNCEMENT: The January 26th Cocalico Leaders Meeting was moved to March 23rd at 7:00 p.m. held at the Denver Rec Center; Denver Borough is hosting. ▪ The next Board of Supervisors Meeting is scheduled for Thursday, February 4, 2021 at 9:00 a.m., discussions held if the meeting should be held via Zoom or in in person. Chairman Fry stated that by Monday, January 25, 2021 a decision will be made and posted on the Township 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 9:13 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 21, 2021 BOARD OF SUPERVISORS MEETING \(PART 1 OF 1\)](#)