

# **EAST COCALICO TOWNSHIP**

## **BOARD OF SUPERVISORS MEETING**

### **AGENDA**

**THURSDAY, JULY 15, 2021 AT 7:00 P.M.**

**Held in person at East Cocalico Twp., 100 Hill Road, Denver & held via “live” Zoom**

- 1) CALL TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD**
- 3) PAST MEETING MINUTES APPROVAL:**
  - **THURSDAY, JUNE 17, 2021 BOARD OF SUPERVISOR MINUTES**
  - **THURSDAY, JULY 1, 2021 BOARD OF SUPERVISOR MINUTES**
- 4) ACTION ITEMS:**
  - a) LAND PLANNING ENGINEER:**
    - **PEPPERIDGE FARM BASIN 2 MAINTENANCE AS-BUILT PLAN: SWM&EA SIGNATURE**
    - **WABASH LANDING FINAL PHASE 1 SUBDIVISION AND LOT ADD-ON PLAN: FINANCIAL SECURITY REDUCTION.**
    - **LOWELL MARTIN SWM PLAN: FINANCIAL SECURITY REDUCTION**
    - **DALE MARTIN SWM PLAN AS-BUILT: FINANCIAL SECURITY REDUCTION**
  - b) RESOLUTION 2021-08: ACCOUNT TRANSFERS**
  - c) AMEND ZONING ORD. & MAP CONSIDERATION: 2152 & 2170 N READING RD PETITION**
  - d) TRANSPORTATION IMPACT FEE (TIF) PROGRAM: CONTINUED DISCUSSIONS**
  - e) COVERED BRIDGE CLASSIC BICYCLE RIDE CONSIDERATION: SUNDAY, AUGUST 15<sup>TH</sup>**
- 5) DEPARTMENT REPORTS:**
  - a) POLICE DEPARTMENT REPORT:**
  - b) FINANCIAL ADMINISTRATOR REPORT:**
  - c) ZONING OFFICER REPORT:**
  - d) ROAD DEPARTMENT REPORT:**
    - **TREE WORK: LOWER POOL PARKING LOT**
    - **MARTIN MULCH: WOODY WASTE PILE**
    - **HIGHWAY SHED - BATHROOM REMODEL: QUOTES**
  - e) MS4 STORMWATER REPORT:**

- 6) **TREASURERS REPORT:**
  - a) **LIST OF BILLS:** AUTHORIZE LIST OF BILLS FOR PAYMENT
- 7) **OLD BUSINESS CONTINUED DISCUSSIONS:**
  - a) **FIRE & EMERGENCY SERVICE INSTITUTE:** PROPOSAL (JEROME OZOG) *tabled*
  - b) **NORTH REAMSTOWN ROAD & COLONEL HOWARD BLVD.:** STREET LIGHTING
- 8) **NEW BUSINESS / INFORMATIONAL:**
- 9) **MANAGERS REPORT:**
  - a) **MUNICIPAL SOLICITOR REQUEST FOR PROPOSAL (RFP):** DISCUSSION
  - b) **TWP. CREDIT CARD & VISA CARD APPL. TO FULTON BANK:** DISCUSSION
  - c) **REGIONAL ELECTED OFFICIALS MEETING:** AGENDA ITEMS
- 10) **PUBLIC COMMENT:**
  - a) **PUBLIC COMMENT:** NON-AGENDA ITEMS ONLY (SIGN IN BEFORE MAKING PUBLIC COMMENT, STATE NAME AND STREET ADDRESS IN EAST COCALICO TWP.)
- 11) **ANNOUNCEMENTS:**
  - a) **NEXT SUPERVISORS MTG.:** THURSDAY, AUGUST 5<sup>TH</sup> @ 9:00 AM, IN-PERSON PUBLIC MEETING HELD AT THE TOWNSHIP BUILDING, 100 HILL ROAD AND VIA “LIVE” ZOOM
  - b) **COCALICO REGIONAL LEADERS MTG.:** TUESDAY, JULY 27<sup>TH</sup> @ 7:00 PM, IN-PERSON PUBLIC MEETING HELD AT THE REAMSTOWN FIRE CO., 12 W. CHURCH ST., REAMSTOWN
- 12) **EXECUTIVE SESSION:**
- 13) **ADJOURNMENT**

## BOARD OF SUPERVISORS MEETING THURSDAY, JULY 15, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, July 15, 2021, at 7:00 p.m., held in-person at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, by following the current CDC guidelines, (social distancing), and held via "live" Zoom (a cloud-based video communications app that allows individuals to view live through virtual video and audio). This meeting was held ensuring the public safety during the COVID pandemic.

**Supervisors:** Chairman Romao Carrasco, Vice Chairman Craig A. Ebersole, Secretary Jeffrey W. Mitchell

**Twp. Staff:** Township Manager Michael Hession, Police Chief Keppley, MS4 Technician Ken McCrea, Financial Administrator Judi Lumis, Roadmaster Bret Hoffert, Recording Secretary Lisa A. Kashner

**Land Planning:** Casey Kerschner

**Visitors in Attendance:** Lorenzo Bonura, Alan R. Fry, Lorraine Kulp, Allen Maxwell, Claudia Shank, Mark Stanley, Bill Rountree, Suzie Mackley, Gerald Hartranft, Don Miller, Brian Wise, Monica Craig-Fry, Cheryl Forsyth, Ron Forsyth, and Jim Rupei

**Visitors via Zoom\*** Lisa, Dan, Zoom User, Donny, iPhone, Troy, iPad, Zoom User, and Lori Zimmerman

\*Visitors via Zoom are shown as displayed on the Zoom call list.

**CALL TO ORDER, PLEDGE OF ALLEGIANCE:** Chairman Carrasco asked everyone in attendance to pledge allegiance to the Flag. • This meeting was duly advertised in accordance with the second-class Township code in the Lancaster Newspaper on December 23, 2021.

**ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD:** Chairman Carrasco noted there no Executive Sessions held.

**PAST MEETING MINUTES APPROVAL:** The June 17<sup>th</sup> and July 1<sup>st</sup> 2021 Board of Supervisor draft meeting minutes were before the Supervisors for approval.

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the Thursday, June 17, 2021, Board of Supervisor meeting minutes. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve the Thursday, July 1, 2021, Board of Supervisor meeting minutes. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**ACTION ITEMS: LAND PLANNING ENGINEER:** Mr. Kerschner highlighted the following plans

**PEPPERIDGE FARM BASIN 2, MAINTENANCE AS-BUILT PLAN, SWM&EA SIGNATURE:** No one was present for this plan. Mr. Kerschner highlighted the plan. The following motion was made:

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to authorize the Board of Supervisors to sign the future Stormwater Maintenance and Easement Agreement (SWMEA) for the Pepperidge Farm Basin 2 Maintenance and Site Improvements As-Built Plan, when executed by the applicant and submitted to the Township in a form acceptable to the Township Solicitor. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**BOARD OF SUPERVISORS MEETING  
THURSDAY, JULY 15, 2021**

**ACTION ITEMS: LAND PLANNING ENGINEER: (CONTINUED)**

**WABASH LANDING FINAL PHASE 1 SUBDIVISION AND LOT ADD-ON PLAN – FINANCIAL SECURITY REDUCTION:** No one was present for this plan. Mr. Kerschner highlighted the plan. The following motion was made:

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize a \$293,274.22 reduction in the current financial security being held by the Township for the Wabash Landing Final Phase 1 Subdivision and Lot Add-On Plan, resulting in the remaining financial security to be held by the Township being reduced to \$410,598.88. Chairman Carrasco 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. Kerschner highlighted the plan. The following motion was made:

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to (1) authorize a \$31,274.00 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 \$1,000.00, and (2) to authorize the full release of the \$1,000.00 remaining security for the Lowell Martin Stormwater Management Plan, upon the applicant and applicant's consultant addressing the items identified in the Becker Engineering review email, dated July 9, 2021, to the satisfaction of the Township, Township Zoning Officer, and Township Engineer. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**DALE MARTIN POULTRY BARN STORMWATER MANAGEMENT PLAN – FINANCIAL SECURITY REDUCTION:** No one was present for this plan. Mr. Kerschner highlighted the plan. The following motion was made:

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to (1) to authorize a \$20,090.04 reduction in the current financial security being held by the Township for the Dale Martin Poultry Barn Stormwater Management Plan, resulting in the remaining financial security to be held by the Township being reduced to \$2,000, and (2) to authorize the full release of the \$2,000.00 remaining security for the Dale Martin Poultry Barn Stormwater Management Plan, upon the applicant and applicant's consultant addressing the items identified in the Becker Engineering review email, dated July 9, 2021, to the satisfaction of the Township, Township Zoning Officer, and Township Engineer. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**RESOLUTION 2021-08, ACCOUNT TRANSFERS:** Mr. Hession highlighted.

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to adopt Resolution 2021-08 to amend the Plan and trust, authorizing the appointment of the East Cocalico Township non-uniformed pension plan. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**AMEND ZONING ORDINANCE & MAP CONSIDERATION – 2152 NORTH READING ROAD & 2170 NORTH READING ROAD PETITION:** Claudia Shank, Mark Stanley, and William Rountree were present for this plan. Lengthy discussions were held for a rezoning request to rezone/amend the Township's Zoning Ordinance and Map as submitted by the Wright Partners, LLC, and the two tracts of land were displayed on the screen. Comments and questions were asked which were answered. The following motion was made.

## **BOARD OF SUPERVISORS MEETING THURSDAY, JULY 15, 2021**

### **ACTION ITEMS:      AMEND ZONING ORDINANCE & MAP CONSIDERATION      (CONTINUED)**

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to (1) acknowledge receipt of the rezoning request, and (2) to refer the petition to rezone/amend the East Cocalico Township Zoning Ordinance and Map as submitted by the Wright Partners, LLC, for the properties at 2152 North Reading Road and 2170 North Reading Road to the East Cocalico Township Planning Commission and the Lancaster County Planning Commission for review of the request and provide comments to East Cocalico Township for consideration by the Board of Supervisors at a future hearing. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**TRANSPORTATION IMPACT FEE (TIF) PROGRAM – CONTINUED DISCUSSIONS:** Mr. Hession discussed. Lengthy discussions continued. Comments and questions were asked which were answered.

### **COVERED BRIDGE CLASSIC BICYCLE RIDE CONSIDERATION (SUNDAY, AUGUST 15<sup>TH</sup>):**

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to approve the Lancaster Bicycle Club (covered bridge bicycle ride event) held on Sunday, August 15, 2021 contingent that: (1) the township being notified one week in advance, (2) the fire police activated for any road intersections within the township, (3) the removal of all event signage without damaging any township property, and (4) the Township to be in receipt of a Certificate of Liability Insurance. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

### **DEPARTMENT REPORTS:**

**POLICE DEPARTMENT REPORT:** Chief Keppley highlighted his report.

**FINANCIAL ADMINISTRATOR REPORT:** Ms. Lumis presented and discussed the balance sheet and budget status reports. Lengthy discussions continued and the following motions were made.

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to transfer of \$558,619.59 from ENB General Fund Bank Account to Univest ARPA Fund Money Market. Funds were received from the state on 6/28/2021 by ach deposit to the general fund. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to transfer \$87,115.91 from Univest Recreation Fund Bank Account to ENB General Fund. This is reimbursement for the purchase and installation of playground equipment, and the resurfacing of the basketball court. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to transfer \$1,194.78 from ENB Light Fund Bank Account to ENB General Fund. This is reimbursement for Tax Collector payroll, net of receipts for delinquent light tax receipts deposited to the general fund. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to transfer \$20.04 from ENB Hydrant Fund Bank Account to ENB General Fund. This is reimbursement for Tax Collector payroll, net of receipts for delinquent hydrant tax receipts deposited to the general fund. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

## **BOARD OF SUPERVISORS MEETING THURSDAY, JULY 15, 2021**

### **DEPARTMENT REPORTS: FINANCIAL ADMINISTRATOR REPORT**

***(CONTINUED)***

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to transfer \$92.00 from ENB Capital Reserve Fund Bank Account to ENB General Fund. This is reimbursement for a 2020 invoice paid from the general fund. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to transfer \$5,403.94 from ENB Traffic Impact Fund Bank Account to ENB General Fund. This is reimbursement for 2020 and 2021 invoices paid from the general fund (see attached invoices). Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to pay the July 1, 2021 statement for the Township credit card bill in the amount of \$5,150.18 from the General Fund. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

Mr. Hession discussed and highlighted a Township's draft credit card policy. The Supervisors to review. Discussions continued.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to adopt an East Cocalico Township credit card use policy, and to authorize the Township to submit the Visa Community Credit Card application to Fulton Bank. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**ZONING OFFICER REPORT:** Mr. Hession highlighted.

**ROAD DEPARTMENT REPORT:** Mr. Hoffert highlighted the Roadmaster report; lengthy discussions were held on the proposed received for tree work, woody waste pile, and the highway department bathroom remodel. Questions and comments were asked which were answered.

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the Roadmaster to contact Martin Mulch to remove/chip the Township's Woody Waste pile. Chairman Carrasco asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to approve Messner Tree Service job proposal per their estimate dated June 22, 2021 in the amount of \$4,400.00 for the ash tree removal located at the Reamstown Pool lower parking lot. Chairman Carrasco asked if there were any questions. There were none. Motion carried. (3/0)

After lengthy discussions concerning the Highway Department shed bathroom area, the Board of Supervisors agreed to table this item until the Roadmaster gets more information.

**MS4 STORMWATER REPORT:** Mr. McCrea highlighted. Some questions and comments were received which were answered.

**TREASURER'S REPORT:** Secretary Mitchell highlighted the list of bills and the following motion was made.

**LIST OF BILLS - AUTHORIZE LIST OF BILLS FOR PAYMENT:** Secretary Mitchell highlighted, comments and questions were asked, which were answered.

# **BOARD OF SUPERVISORS MEETING**

## **THURSDAY, JULY 15, 2021**

### **DEPARTMENT REPORTS: TREASURER'S REPORT**

***(CONTINUED)***

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the 07/13/2021 "General Fund" list of bills in the amount of \$88,087.42, and the 07/08/2021 "Light Fund" list of bills in the amount of \$12,895.16, for a total of \$100,982.58. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the 06/20/2021 to 07/03/2021 payroll period in the amount of \$107,128.02. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

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

**FIRE & EMERGENCY SERVICE INSTITUTE - PROPOSAL (JEROME OZOG):** Secretary Mitchell highlighted. Lengthy discussions continued. Comments and questions were asked which were answered. Discussed that since some time has passed concerning this item, the Supervisors agreed to go back to the different entities to see if their stance has changed.

**NORTH REAMSTOWN RD. & COLONEL HOWARD BLVD. STREET LIGHTING:** This item has been scheduled, and Chairman Carrasco stated to removed this item from the agenda.

**NEW BUSINESS / INFORMATIONAL:** Nothing to report.

**MANAGERS REPORT:** Mike Hession highlighted his reported dated July 12, 2021 Managers report, highlighting the Request For Proposal (RFP) for a Township Solicitor. Three proposals were received at the Township. The Supervisors agreed to take some time to review the three proposals currently received and also to solicit additional proposals.

Mr. Hession provided a status report concerning the 2021 Reamstown Pool and discussion followed concerning the administration of a Facebook page for the Pool and the development of a schedule and policy for admissions to night swims at the Reamstown Pool. Discussion followed concerning recreation updates including a proposed ribbon cutting ceremony for the new skatepark on Sunday, September 12, 2021 and the status of the Stoney Pointe Park Playground Project. The Township Park and Recreation Board will provide additional information concerning the skatepark ribbon cutting ceremony during the August 5<sup>th</sup> Board of Supervisors Meeting.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to approve two late-night swims (August 6<sup>th</sup> and August 20<sup>th</sup>), where the patrons entering the late-night swims are encouraged to bring a nonperishable item (ultimately donate to charity), members are free, and non-members pay a \$2 entry fee. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other comments were received, motion carried (3/0).

**PUBLIC COMMENT (NON-AGENDA ITEMS):** Questions and comments were asked. Lengthy discussions continued. Comments and questions were asked, which were answered.

**ANNOUNCEMENT:** The next Board of Supervisors Meeting is Thursday, August 5<sup>th</sup> at 9:00 a.m., in-person public meeting held at the Township Building, 100 Hill Road and via "live" Zoom. • Cocalico Regional Leaders Meeting is Tuesday July 27<sup>th</sup> at 7:00 pm, in-person public meeting held at the Reamstown Fire Company, 12 West Church Street, Reamstown.

**EXECUTIVE SESSION:** The Supervisors recessed the regular meeting to go into Executive Session at 10:15 p.m. for personnel matters. The Supervisors returned from Executive Session at 10:20 p.m. and made the following motion.

**BOARD OF SUPERVISORS MEETING  
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**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to authorize payment of Brendan Lied's contractual life insurance benefits of \$111,321.60 to his beneficiary made payable in five equal installments of \$22,264.32 by July 31<sup>st</sup> of each year, ending by July 31, 2025. Chairman Carrasco asked if there were any questions. There were none. Motion carried (3/0).

**ADJOURN:**

**MOTION:** There being no further business to come before the Board, Vice Chairman Ebersole made a motion seconded by Chairman Carrasco to adjourn the meeting at 10:30 p.m. Chairman Carrasco 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:  
JULY 15, 2021 BOARD OF SUPERVISORS MEETING VIDEO**

[PART 1](#)

[PART 2](#)