

EAST COCALICO TOWNSHIP

BOARD OF SUPERVISORS MEETING

AGENDA

THURSDAY, AUGUST 5, 2021 AT 9:00 A.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, JULY 15, 2021 BOARD OF SUPERVISOR MINUTES**
- 4) **ACTION ITEMS:**
 - a) **LAND PLANNING ENGINEER:**
 - **VILLAGE OF EAST COCALICO: TIME EXTENSION**
 - **548 HAHNSTOWN ROAD: STORMWATER MGMT. SMALL PROJECT APPLICATION**
 - b) **RESOLUTION 2021-09: DEDICATION OF ADDITIONAL RIGHT-OF-WAY FOR N. REAMSTOWN ROAD, REAMSTOWN – BST REAMSTOWN PROPERTIES DEED (EARTH, TURF & WOOD)**
 - c) **RESOLUTION 2021-10: DEDICATION OF ADDITIONAL RIGHT-OF-WAY FOR N. REAMSTOWN ROAD, REAMSTOWN – KRISTY R. HYSOON DEED (EARTH, TURF & WOOD)**
 - d) **RESOLUTION 2021-11: STONEY POINTE - OPEN SPACE PARCEL DEDICATION**
 - e) **EARTH, TURF & WOOD: TRANSPORTATION IMPACT FEE PAYMENT REQUEST**
 - f) **POLICE PENSION PLAN: PENSION ADVISORY COMMITTEE RECOMMENDATION**
- 5) **DEPARTMENT REPORTS:**
 - a) **POLICE DEPT. REPORT:** *Full report presented August 19th*
 - b) **FINANCIAL ADMINISTRATOR REPORT:** *Full report presented August 19th*
 - c) **ZONING OFFICER REPORT:** *Full report presented August 19th*
 - d) **ROAD DEPT. REPORT: ROAD DEPT. RESTROOM PROJECT** *Full report presented August 19th*
 - e) **MS4 STORMWATER 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.

6) **TREASURERS REPORT:**

a) **LIST OF BILLS:** AUTHORIZE LIST OF BILLS FOR PAYMENT

7) **OLD BUSINESS CONTINUED DISCUSSIONS:**

8) **NEW BUSINESS / INFORMATIONAL:**

9) **MANAGERS REPORT:**

a) **REAMSTOWN POOL PARK:** TENNIS COURT LIGHTING CONTROLLER

b) **REAMSTOWN POOL PARK SKATEPARK:** SIGNAGE & RIBBON CUTTING CEREMONY REQUEST

10) **PUBLIC COMMENT:**

a) **PUBLIC COMMENT:** NON-AGENDA ITEMS ONLY (STATE NAME BEFORE COMMENT)

11) **ANNOUNCEMENTS:**

a) **NEXT SUPERVISORS MTG.:** THURSDAY, AUGUST 19TH @ 7:00 PM, IN-PERSON PUBLIC MEETING HELD AT THE TOWNSHIP BUILDING, 100 HILL ROAD AND VIA “LIVE” ZOOM

12) **EXECUTIVE SESSION:**

13) **ADJOURNMENT**

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BOARD OF SUPERVISORS MEETING THURSDAY, AUGUST 5, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, August 5, 2021 at 9:00 a.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, MS4 Technician Ken McCrea, Financial Administrator Judi Lumis, Roadmaster Bret Hoffert, and Recording Secretary Lisa A. Kashner
Land Planning:	Casey Kerschner
Visitors in Attendance:	Alan R. Fry, Michael Abate, Lorenzo Bonura, Sharyn Young, Cliff Weaver, June Kinback, Doug Mackley, and Monica Craig-Fry
Visitors via Zoom*	Lisa, Terri Maxwell, Darrick Keppley, Suzanne Mackley, Finance, and Allen Maxwell

*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, 2020.

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

PAST MEETING MINUTES APPROVAL: The July 15, 2021 Board of Supervisor draft meeting minutes were before the Supervisors for approval. Secretary Mitchell noted a revision at the top of page 5. This revision was made just before this meeting and revised copies made. The draft minutes on the website were not revised. The list of bills total was revised from \$206,227.31 to \$100,982.58.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve the Thursday, July 15, 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

VILLAGE AT EAST COCALICO (EC ASSOCIATES) – FINAL SUBDIVISION AND LAND DEVELOPMENT PLAN: 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 accept the written time extension offer as submitted by the applicant's consultant, dated July 28, 2021, which will extend the deadline for action on the Village at East Cocalico (EC Associates) – Final Subdivision and Land Development Plan until November 20, 2021. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

548 HAHNSTOWN ROAD (JAMES H. LEID) – STORMWATER MANAGEMENT SMALL PROJECT APPLICATION SWMEA: No one was present for this plan. Mr. Kerschner highlighted the plan. The following motion was made:

BOARD OF SUPERVISORS MEETING
THURSDAY, AUGUST 5, 2021
(CONTINUED)

ACTION ITEMS: LAND PLANNING ENGINEER:

548 HAHNSTOWN ROAD (JAMES H. LEID)

MOTION: 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 548 Hahnstown Road – Stormwater Management Small Project Application, as prepared by the Township Solicitor, when executed by the applicant, and submitted to the Township. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

Mr. Kerschner informed the Supervisors that notification was received from Red Run Exhaust that they were switching their financial security from a cash escrow to a Letter of Credit. Once received, the Township can release the cash escrow, since a Letter of Credit will then be in place. No formal action is needed.

RESOLUTION 2021-09, DEDICATION OF ADDITIONAL RIGHT-OF-WAY FOR NORTH REAMSTOWN ROAD, REAMSTOWN – BST REAMSTOWN PROPERTIES DEED (EARTH, TURF & WOOD): Discussions were held.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to adopt Resolution 2021-09, accepting dedication of additional right-of-way for N. Reamstown Road, Reamstown (188 North Reamstown Road – BST Reamstown Properties, owner). Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

RESOLUTION 2021-10, DEDICATION OF ADDITIONAL RIGHT-OF-WAY FOR NORTH REAMSTOWN ROAD, REAMSTOWN – KRISTY R. HYNSON DEED (EARTH, TURF & WOOD): Discussions were held.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to adopt Resolution 2021-10, accepting dedication of additional right-of-way for N. Reamstown Rd., Reamstown (196 North Reamstown Road – Kristy R. Hynson, Owner. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

RESOLUTION 2021-11, STONEY POINTE - OPEN SPACE PARCEL DEDICATION: Sharyn Young and Cliff Weaver were present for this item. Discussions were held. Questions and comments were received, which were answered. The following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to adopt Resolution 2021-11, accepting the Deed of Dedication (tract of land containing 7.214 acres) within the Stoney Pointe Development. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

Lengthy discussions were held on the establishment of Swale B1 within the Stoney Pointe development and that Landmark wants to release their maintenance obligations of this swale. Lengthy discussion held.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve the current conditions of Swale B1, contingent upon Landmark notifying the property owners in writing of the maintenance requirements within one week. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

EARTH, TURF & WOOD, TRANSPORTATION IMPACT FEE PAYMENT REQUEST: Mr. Hession discussed, noting that the applicant requests to pay the required \$22,650.00 Transportation Impact Fee (TIF) payment monthly to the Township for the next 24 months (\$943.75 per month). Discussions continued.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to permit Jarod Hynson from Earth, Turf and Wood to pay the required \$22,650.00 Transportation Impact Fees in installments of \$943.75 per month for a 24-month period, beginning with the issuance of the building permit for the project. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

BOARD OF SUPERVISORS MEETING THURSDAY, AUGUST 5, 2021

ACTION ITEMS:

(CONTINUED)

POLICE PENSION PLAN, PENSION ADVISORY COMMITTEE RECOMMENDATION: Chairman Carrasco stated that he is pleased to announce that the Police Pension is fully funded. Chairman Carrasco noted that the Police Pension Committee, since 2018 has put in thousands of hours, and publicly thanked the committee members: Chief Keppley, Officer Progin, Officer Fisher, Officer Walsh, Jill Cordan, Romao Carrasco, and the previous Township Manager Scott Russell, previous Financial Administrator Elizabeth Dorneman, and previous Supervisors Doug Mackley and Alan Fry. The committee will continue to meet quarterly. Mr. Hession highlighted the pension, its investments, and contributions. Scenario #3 is calculated using the updated Mortality Table, reducing the long-term interest rate from 6.5% to 6.0%. In this scenario, the plan is fully funded and the Township is able to access the full \$150,000.00 in municipal aid from the State. The Township's contribution is approximately \$28,125.00. Mr. Hession discussed the potential reduction of police officer contributions to the pension plan, and the use of ARPA funds to cover the municipal contribution each year for the next two years. Questions and comments were asked, which were answered. Discussions were held.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to accept the recommendation of the Police Pension Committee to use Scenario 3 as prepared by Girard to finalize the assumptions for the 2022 Minimum Municipal Obligation (MMO) calculations. Chairman Carrasco asked if there were any comments or questions; there were none. Vice Chairman Ebersole abstained from voting. Motion carried (2/0).

DEPARTMENT REPORTS:

POLICE DEPARTMENT REPORT: Chief Keppley (via Zoom) and Sgt. Progin highlighted the National Night Out noting that it was a complete success; publicly thanking Sgt. Savage, Sgt. Progin, Officer Odenwalt. It was noted that business donations were received for the event that greatly helped with the costs. Chief Keppley noted the consortium testing closed on August 13th for anyone interested in a career in law enforcement.

FINANCIAL ADMINISTRATOR REPORT: A report will be given on August 19th.

ZONING OFFICER REPORT: A report will be given on August 19th.

ROAD DEPARTMENT REPORT: Roadmaster Bret Hoffert highlighted the Road Crew report, discussed the Highway Departments restroom upgrades noting that quotes are coming in. The Stoney Pointe project was highlighted. Comments and questions were received, which were answered.

MS4 STORMWATER REPORT: Mr. McCrea highlighted. 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.

MOTION: Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to approve the check payments for the "General Fund Bank Account" list of bills in the amount of \$117,472.63 (starting date 07/23/2021 – ending date 08/05/2021). Chairman Carrasco asked if there were any comments or questions. There were some questions, which were answered. No other comments were received, motion carried (3/0).

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve the check payments for the "Capital Reserve Bank Account" list of bills (2021 Road Projects Paving) in the amount of \$130,000.00 (starting date 07/23/2021 – ending date 08/05/2021). 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 check payments for the "Hydrant Fund Bank Account" list of bills in the amount of \$15,795.00 (starting date 07/23/2021 – ending date 08/05/2021). 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, AUGUST 5, 2021

TREASURER'S REPORT:

(CONTINUED)

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve the check payments for the "State Liquid Fuels Bank Account" list of bills in the amount of \$277,809.46 (starting date 07/23/2021 – ending date 08/05/2021). 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 "Electronic" Payment list of bills in the amount of \$174,000.98 (starting date 07/23/2021 – ending date 08/05/2021). 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: Vice Chairman Ebersole highlighted that East Cocalico Township hosted the Cocalico Leaders Regional Meeting that was held at the Reamstown Fire Company. Discussions held. Vice Chairman Ebersole noted that the next Leaders Meeting is to be hosted by Adamstown Borough and will be held at the new Adamstown Library.

NEW BUSINESS / INFORMATIONAL: Nothing to report.

MANAGERS REPORT: Mike Hession highlighted his reported dated August 2, 2021.

REAMSTOWN POOL PARK – TENNIS COURT LIGHTING CONTROLLER: Mr. Hession discussed the Reamstown Park tennis court and basketball court area light controller and signage.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve the 07/21/2021 estimate from Tyler Fichthorn Electric Inc. for the installation of tennis court light timers at the Reamstown Park tennis court for a total amount of \$950.00. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

Mr. Hession discussed the Reamstown Skatepark and a proposed Ribbon Cutting Ceremony. At this time the tentative schedule for the ceremony is Sunday, October 17, 2021 at 1:00 p.m. The event would include a ribbon cutting ceremony and attendance by the Supervisor(s), the Recreation Board, and the Cocalico Alternative Sports Association and other project partners. ▪ Signage was discussed for the Reamstown Skatepark and signage for the Basketball Courts. ▪ Credit Card confirmation was received, application was approved. Lengthy discussions were held on the card limits. ▪ Discussed the updated on the mask-wearing policy received in e-mail yesterday from the CDC. Lengthy discussions continued. Comments and questions were asked, which were answered.

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 19th at 7:00 p.m., in-person public meeting held at the Township Building, 100 Hill Road and via "live" Zoom.

EXECUTIVE SESSION: None.

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 11:25 a.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:
[AUGUST 5, 2021 BOARD OF SUPERVISORS MEETING VIDEO](#)