EAST COCALICO TOWNSHIP
BOARD OF SUPERVISORS MEETING
AGENDA
THURSDAY, AUGUST 19, 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) **VISITOR:** MAHER DUESSEL REPRESENTATIVE (JENNIFER CRUVERKIBI) – OVERVIEW OF TOWNSHIP'S 2020 MUNICIPAL AUDIT

4) **PAST MEETING MINUTES APPROVAL:**
   - **THURSDAY, AUGUST 5, 2021 BOARD OF SUPERVISOR MINUTES**

5) **ACTION ITEMS:**
   a) **LAND PLANNING ENGINEER:**
      - **COCALICO COMMUNITY CHURCH STORMWATER MANAGEMENT PLAN:** FINANCIAL SECURITY REDUCTION/AS-BUILT PLANS
      - **MARK WEAVER STORMWATER MANAGEMENT PLAN:** FINANCIAL SECURITY REDUCTION/AS-BUILT PLANS
   b) **VILLAGE AT EAST COCALICO:** REDUCED TRAFFIC IMPACT ASSESSMENT
   c) **RED RUN EXHAUST:** TRANSPORTATION IMPACT FEE PAYMENT
   d) **TOWNSHIP 2021 SUMMER/FALL NEWSLETTER:** APPROVE TO SEND TO PRINTER

6) **DEPARTMENT REPORTS:**
   a) **POLICE DEPT. REPORT:**
   b) **FINANCIAL ADMINISTRATOR REPORT:**
   c) **ZONING OFFICER REPORT:**
   d) **ROAD DEPT. REPORT:**
      - **BATHROOM REMODEL:** DISCUSSION
      - **MUDDY CREEK RD. CULVERT FENCING (OLD HOMESTEAD):** DISCUSSION
   e) **MS4 STORMWATER REPORT:** *Full report presented at the 9/2 meeting.*

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.

7) **TREASURERS REPORT:**
   a) **LIST OF BILLS:** AUTHORIZE LIST OF BILLS FOR PAYMENT

8) **MANAGERS REPORT:**
   a) **2021 REAMSTOWN POOL MEMBERSHIP:** REFUND REQUEST DISCUSSION
   b) **CHURCH ST. & SR 272 INTERSECTION:** IMPROVEMENT DISCUSSION

9) **OLD BUSINESS CONTINUED DISCUSSIONS:**

10) **NEW BUSINESS / INFORMATIONAL:**
   a) ACCEPT RESIGNATION LETTER FROM PLANNING COMMISSION MEMBER

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

12) **ANNOUNCEMENTS:**
   a) **NEXT SUPERVISORS MTG.:** THURSDAY, SEPTEMBER 2ND @ 7:00 PM, IN-PERSON PUBLIC MEETING AND VIA "LIVE" ZOOM, HELD AT THE SMOKESTOWN FIRE COMPANY, 860 SMOKESTOWN RD, DENVER, PA 17517

13) **EXECUTIVE SESSION:**

14) **ADJOURNMENT**

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BOARD OF SUPERVISORS MEETING
THURSDAY, AUGUST 19, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, August 19, 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, Financial Administrator Judi Lumis, and MS4 Technician Ken McCrea

Land Planning: Casey Kerschner

Visitors in Attendance: Alan R. Fry, Larry Alexander, Brian Wise, Lorraine Kulp, Seeran Mizii, Kathleen O'Connell, Doug Mackley, Suzie Mackley, Jenn CruverKibi, Allen Maxwell, Gerald Hartranft, Kerry Haas, June Kinback, and Lorenzo Bonura

Visitors via Zoom:* Finance, iPhone, Steve, Donny, Mel W., Chad Weaver, Jason's iPhone, Eli Saenz, Daniel Wieder, Lori Zimmerman, JustMe

*Visitors via Zoom are shown as displayed on the Zoom call list. Chairman Carrasco stated that this meeting was duly advertised in accordance with the second-class Township code in the Lancaster Newspaper on December 23, 2020.

CALL TO ORDER, PLEDGE OF ALLEGIANCE: Chairman Carrasco asked everyone in attendance to pledge allegiance to the Flag.

ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD: Chairman Carrasco stated there was an Executive Session held yesterday, August 18, 2021 for personnel and legal matters.

Chairman Carrasco stated there are a technical difficulty currently with the "live" Zoom, noting that anyone watching via Zoom can hear the meeting, however the Supervisors cannot hear them if they want to talk. Therefore, if anyone wants to talk or comment they are to use the chat function on Zoom.

Chairman Carrasco read a letter out loud from the Recreation Board Chairman Edward McAlanis, which stated that he will be taking a leave of absence effective August 19, 2021 and will not participate in any Parks and Recreation Board activities or programs until further notice.

VISITOR: MAHER DUESSEL REPRESENTATIVE (JENNIFER CRUVERKIBI) - OVERVIEW OF TOWNSHIP'S 2020 MUNICIPAL AUDIT: Ms. CruverKibi discussed the overview of the Township's 2020 audit. Cyber security training for Township staff was discussed. Comments and questions were asked which were answered.

PAST MEETING MINUTES APPROVAL: The Thursday, August 5, 2021 Board of Supervisors for approval. Secretary Mitchell noted a correction at the very end of page 4, the meeting time to adjourn should be 11:25 a.m. not 11:25 p.m.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the Thursday, August 5, 2021, Board of Supervisor meeting minutes with the correction as noted. 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.

COCALICO COMMUNITY CHURCH STORMWATER MANAGEMENT PLAN - FINANCIAL SECURITY REDUCTION/AS-BUILT PLANS: No representatives were present for this plan.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to authorize a $42,174.00 reduction in the current financial security being held by the Township for the Cocalico Church Community Church Stormwater Management Plan, resulting in the remaining financial security to be held by the Township being reduced to $1,000.00. 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 authorize the full release of the $1,000.00 remaining security for the Cocalico Community Church Stormwater Management Plan, upon the applicant and applicant's consultant addressing the items identified in the Becker Engineering review e-mail dated August 18, 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).

MARK WEAVER STORMWATER MGMT. PLAN - FINANCIAL SECURITY REDUCTION/AS-BUILT PLANS: No representatives were present for this plan.

MOTION: Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to authorize a $16,440.25 reduction in the current financial security being held by the Township related to the Mark Weaver Stormwater Management Plan, resulting in the value of the remaining security being $16,158.71. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

VILLAGE OF EAST COCALICO - REDUCED TRAFFIC IMPACT ASSESSMENT: No representatives were present for this plan. Mr. Hession highlighted.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to authorize the Township Manager to send a letter acknowledging that the Township has reviewed the Traffic Impact Assessment (TIA) for the Village at East Cocalico Final Subdivision and Land Development Plan and confirming that the Township does not have any additional comments. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

RED RUN EXHAUST - TRANSPORTATION IMPACT FEE PAYMENT: No representatives were present for this plan. Mr. Hession highlighted.

MOTION: Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to approve the request from Kendal Burkholder to pay the required Traffic Impact Fee of $30,200.00 for the Red Run Exhaust of Reamstown Project located at 1313 North Reading Road quarterly over the next two (2) years with the first quarterly payment of $3,775.00 being paid at the time when the building permit is issued. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

TOWNSHIP 2021 SUMMER/FALL NEWSLETTER - APPROVE TO SEND TO PRINTER: Discussed the proposed newsletter and the following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve the 2021 Summer/Fall Township newsletter and forward to Little Mountain Printing for print and mailing. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

DEPARTMENT REPORTS:

POLICE DEPARTMENT REPORT: Chief Keppley highlighted the Police Department report, (1) vehicle placed on Municibid, (2) School in session next week, (3) speed details were held and discussed, (4) National Night Out held on August 3rd was discussed, the following businesses were thanked for their donations (total donated was $7,740.00). The following business donated: Adams Antiques, Park Place Diner, Art Pannebecker & Brad Wolf Auctioneers, Blue Ridge Cable, Bob Rineer Builders, Champion Home Builders, Cocalico Area Hearing Services, Cocalico Plumbing/Heating, Country Hair Studio, Courtyard Café on Main, Creekside Dental Group, Denver Beer Distributor, Dogwood Farm Market, E&F Trucking Inc., Eagle Rental Inc., Edwards Electric, Good Sipler Funeral & Cremation, Harding-Yost Insurance, Beck Construction Co., Inghams Regrooving Service, LF Fratelli's Inc., Matt Williams Agent State Farm, Randall Foltz, Reamstown Athletic Assoc., Roseboro Stradling Funeral Home, Salon MJM, Steffey Concrete Inc., Stoner Industrial Services, Timber Tech Engineering, Unruh Insurance Agency, Voler and Pranckun PC, Witmer Motor Service, and Woodcrest Transport. The Board of Supervisors thanked the businesses for their donations. Allen Maxwell asked how it is determined where speed details are held, noting that people are speeding on James Drive and Lynda Drive and using it as a short cut to bypass the red light. Kerry Haas noted that on Church Street tractor trailers are parked under the Rt. 222 bridge. Discussions continued, comments and questions were asked which were answered.

FINANCIAL ADMINISTRATOR REPORT: Ms. Lumis presented the budget status report, noting that the Township is on target. No comments or questions were received.

ZONING OFFICER REPORT: Mr. Hession highlighted the July 2021 Zoning Officer report. No comments or questions were received.

ROAD DEPARTMENT REPORT: Mr. Hoffert highlighted that the Woody Waste Pile will be removed the week of August 16th - August 20th by Martins Mulch. ▪ The lower pool parking lot, Ash trees to be removed the week of September 13th by Messner Tree Service, at that time the Pool will be closed. ▪ Discussions were held on the bathroom remodel, Mr. Hoffert noted the quotes received. After lengthy discussions, the following motions were made:

MOTION: Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to approve the quote from Eppinette Elite Renovations to complete the bathroom renovations at the Road Department's shed as per the written proposal and not to exceed their quote of $39,955.00 with a completion date of 12/31/2021. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to approve the quote from Schwarr Concrete Products in the amount of $1,886.00 for the delivery and placement of a 2,000-gallon storage tank. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

Mr. Hoffert also discussed the Muddy Creek Road culvert fencing (Old Homestead), stating that a quote was received from Ephrata Agway. After lengthy discussions, the following motion was made:

MOTION: Secretary Mitchell made a motion, seconded by Secretary Ebersole, to approve the installation of a top-mounted 4-foot chain link fence, which includes one 4-foot gate (as an emergency entrance) at the Muddy Creek Road culverts (Old Homestead) at a cost not to exceed $5,270.00 following the receipt and review of an additional cost quotation. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

Ms. Kinback asked when the lines are to be painted in the Rose Hill Development, and Mr. Hoffert answered that he talked with them this week and noted that they are still waiting on a tentative date

MS4 STORMWATER REPORT: To be presented at the September 2nd meeting.

TREASURER'S REPORT:

LIST OF BILLS - AUTHORIZE LIST OF BILLS FOR PAYMENT: Secretary Mitchell highlighted, noting that at the last meeting a question was asked about a $80.00 check, and after looking into it, it was a bereavement payment. The following motions were made:

Secretary Mitchell stated that the General Fund list contains a check in the amount of $483,236.49 for the return of a cash escrow which was replaced with a Letter of Credit. These funds were transferred from the developer escrow bank account.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the check payments for the "General Fund Bank Account" list of bills in the amount of $677,977.31 (starting date 08/06/2021 - ending date 08/18/2021). 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 Ebersole, to approve the check payments for the "Light Fund Bank Account" list of bills in the amount of $13,084.68 (starting date 08/06/2021 - ending date 08/18/2021). 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 Ebersole, to approve the "Electronic" payment list of bills in the amount of $86,043.43 (starting date 08/06/2021 - ending date 08/18/2021). 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 Carrasco, to approve the additional check payment for the "General Fund Bank Account" in the amount of $52,660.91 (check dated 08/18/2021). Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MANAGERS REPORT: Mike Hession highlighted his report: Reamstown Pool Membership refund request was received at the Township from Roger Robert stating that since the pool does not offer adult swim/lap swim opportunities for him to rehabilitate. Ms. O'Connell asked if it's ADA issues, and Mr. Hession noted it was more personnel. Discussions continued. Due to the length of time, the Board agreed not to refund. Mr. Maxwell asked if there is a by-law concerning no refunds after a certain date. Mr. Hession noted there is not. ▪ Mr. Hession discussed a proposal to move forward with obtaining an engineering proposal for the costs associated with intersection improvements at Church Street and S.R. 272 including signal upgrades, roadway widening, and/or a potential traffic circle. Mr. Hession will request a proposal from the Township's Transportation Engineer for the cost to design, permit, and bid the proposed capital improvement project at the Church Street and S.R. 272 intersection. ▪ A total of five (5) Request for Proposals (RFP) for Municipal Solicitor were received at the Township. Interview schedules are being developed. ▪ The creation of a Community Development Department to include the creation of a Director of Community Development and a Zoning and Code Enforcement Officer position was discussed. Questions and comments were received which were answered and Mr. Hession will proceed with advertising for the positions. ▪ Mr. Hession discussed a proposal from Eagle Disposal - to provide a 20-yard roll-off dumpster at the Township for the residents to drop off recyclables until Eagle Disposal has the proper staff to run the recycling truck routes and start collecting again. Eagle Disposal will collect the recyclable dumpster once a week at no charge to the Township. After lengthy discussions, comments and questions, the Board of Supervisors agreed to send Eagle Disposal a formal notice addressing that they do not want a dumpster placed at the Township, that it's unacceptable not to collect recyclables, and that they have until October 1, 2021 to start collecting residential recyclables. A notice shall be placed on the Township website stating if residents are not satisfied with their hauler to choose another hauler from the 2021 Registered Hauler list. ▪ Mr. Hession reported that the Transportation Impact Fee Advisory Committee (TIFAC), during their August 9th meeting, discussed their membership and introduced Josh Benton and Crystale Sensenig as two (2) prospective members. A third prospective member, Jeff Lee, did not attend the meeting. The Township received a letter of interest from Ms. Sensenig and will request letters from the other interested parties to present to the Board of Supervisors for review and possible action during their September 2nd meeting. ▪ Colonel Howard Blvd. resurfacing by 2023, and also a possible diverging diamond in 2029. ▪ Mr. Hession discussed the 2021-2022 Municipal Snow Removal Reimbursement Agreement received from PennDOT totaling $14,106.77. Discussions continued.

MANAGERS REPORT: *(CONTINUED)*

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to authorize the Board of Supervisors to sign the 2021-2022 PennDOT Municipal Snow Removal Agreement. Chairman Carrasco asked if there were any comments or questions; there were some. No more questions or none, motion carried (3/0).

OLD BUSINESS CONTINUED DISCUSSIONS: Nothing to report.

NEW BUSINESS / INFORMATIONAL:

ACCEPT RESIGNATION LETTER FROM PLANNING COMMISSION MEMBER: Chairman Carrasco read aloud a letter of resignation from the Planning Commission Vice Chairman, G. Sidni Schlegel.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve with regret, your resignation from the East Cocalico Township Planning Commission with your last official Planning Commission Meeting to be Monday, August 23, 2021. Chairman Carrasco asked if there were any comments or questions; there were some. No more questions or none, motion carried (3/0).

PUBLIC COMMENT (NON-AGENDA ITEMS): Questions and comments were asked. Lengthy discussions, comments, and questions continued; which were answered. Mr. Donny Stover thanked the Board for the grant rider to obtain the air packs recently received by the volunteer fire fighters.

Mr. Mackley asked about a June 17th meeting coming back from Executive Session and approved Tony Luongo his personal time, sick time, and vacation through his final day of work. According to a Right-To-Know that was submitted by Mr. Mackley, he noted that it looks like more than 15% of his sick time was paid back. That the Board of Supervisors saw fit to ignore the Employee Handbook and wrote Tony Luongo a check for $19,730.48 when in fact he was due $2,959.57 (a difference of $16,770.91). ▪ Mr. Fry made a public apology from a meeting held in July, that he said something that he should not have said. Mr. Fry publicly apologized to that person and hopes that the person will accept his apology.

ANNOUNCEMENT: The next Board of Supervisors Meeting scheduled for Thursday, September 2, 2021 at 7:00 p.m. in-person and via "live" Zoom, held at the Smokestown Fire Company, 860 Smokestown Road, Denver, PA 17517

EXECUTIVE SESSION: None.

ADJOURN:

MOTION: There being no further business to come before the Board, Vice Chairman Ebersole made a motion seconded by Secretary Mitchell to adjourn the meeting at 9:24 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. PLEASE CLICK BELOW:
AUGUST 19, 2021 BOARD OF SUPERVISORS MEETING VIDEO