

# **EAST COCALICO TOWNSHIP**

## **BOARD OF SUPERVISORS MEETING**

### **AGENDA**

**THURSDAY, SEPTEMBER 2, 2021 AT 7:00 P.M.**

**Held in person at the Smokestown Fire Company, 860 Smokestown Road, Denver  
and held via “live” Zoom**

- 1) CALL TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD**
- 3) PAST MEETING MINUTES APPROVAL:**
  - **THURSDAY, AUGUST 19, 2021 BOARD OF SUPERVISOR MINUTES**
- 4) ACTION ITEMS:**
  - a) LAND PLANNING ENGINEER:**
    - **VILLAGE AT EAST COCALICO: FINAL SUBDIVISION & LAND DEV. PLAN**
    - **395 MOHNS HILL ROAD/YOUNDT: STORMWATER MANAGEMENT PLAN**
  - b) 2014 FORD POLICE INTERCEPTOR UTILITY VEHICLE: PROPOSE TO AWARD**
  - c) REQUEST FOR PROPOSALS (RFP): TOWNSHIP SOLICITOR**
  - d) TEMPORARY MASKING POLICY FOR ECT BUILDING: CONSIDERATION**
  - e) TRANSPORTATION IMPACT FEE (TIF): ADVISORY COMMITTEE MEMBERSHIP**
  - f) PLANNING COMMISSION: VACANCY**
- 5) DEPARTMENT REPORTS:**
  - a) POLICE DEPT. REPORT:**
  - b) FINANCIAL ADMINISTRATOR REPORT: *Full report presented at the 9/16 meeting.***
  - c) ZONING OFFICER REPORT: *Full report presented at the 9/16 meeting.***
  - d) ROAD DEPT. REPORT: *Full report presented at the 9/16 meeting.***
  - e) MS4 STORMWATER REPORT: LIVE-STAKE STREAMBANK PROTECTION WORKSHOP PROPOSAL 3/5/2022**

6) **TREASURERS REPORT:**

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

7) **MANAGERS REPORT:**

a) **PA ACT 50:** SMALL WIRELESS FACILITIES ACT & LOCAL ORDINANCE AMENDMENTS

b) **20KW STANDBY GENERATOR:** UPGRADE

8) **OLD BUSINESS CONTINUED DISCUSSIONS:**

a)

9) **NEW BUSINESS / INFORMATIONAL:**

a)

10) **PUBLIC COMMENT:**

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

11) **ANNOUNCEMENTS:**

a) **NEXT SUPERVISORS MTG.:** THURSDAY, SEPTEMBER 16<sup>TH</sup> @ 7:00 PM, IN-PERSON PUBLIC MEETING AND VIA “LIVE” ZOOM, HELD AT THE EAST COCALICO TOWNSHIP MUNICIPAL BUILDING, 100 HILL ROAD, DENVER, PA 17517

12) **EXECUTIVE SESSION:**

13) **ADJOURNMENT**

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The purpose of the video is to upload the video to the website [www.YouTube.com](http://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.

## BOARD OF SUPERVISORS MEETING THURSDAY, SEPTEMBER 2, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, September 2, 2021 at 7:00 p.m., held in-person at the at the Smokestown Fire Company, 860 Smokestown 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, and Recording Secretary Lisa A. Kashner

**Visitors in Attendance:** Donny Stover, Alan R. Fry, Barry Rehlics, Allen Maxwell, Teri Maxwell, Larry Alexander, Lorraine Kulp, June Kinback, Doug & Suzie Mackley, Brian Wise, Don Miller, Crystale Sensenig, Lorenzo Bonura, Gerald Hartranft, Cheryl Forsyth

**Visitors via Zoom:\*** Lisa

\*Visitors via Zoom are shown as displayed on the Zoom call list. Chairman Carrasco stated 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, September 1, 2021 for legal and contractual matters.

**PAST MEETING MINUTES APPROVAL:** The Thursday, August 19, 2021 Board of Supervisors for approval. Mr. Mackley noted a correction on page 5 of 5, under the Public Comment area. Mr. Mackley asked to amend the minutes to what was really said to "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)." Chairman Carrasco noted to call Mr. Mackley to be certain the change is reflective of his comment.

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve the Thursday, August 19, 2021, Board of Supervisor meeting minutes pending the change. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

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

**VILLAGE AT EAST COCALICO (EC ASSOCIATES) – FINAL SUBDIVISION AND LAND DEVELOPMENT PLAN:** No representatives were present for this plan. Secretary Mitchell noted that he will be recusing himself from all Village at East Cocalico motions due to having business relations with them.

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to authorize a representative of the Board of Supervisors to sign Section 8.d. of the DEP Sewage Facilities Post Card Exemption for "public sewage service" related to the Village at East Cocalico – Final Subdivision and Land Development Plan. Chairman Carrasco asked if there were any comments or questions; there were none. Secretary Mitchell recused himself. Motion carried (2/0).

**395 MOHNS HILL ROAD/YOUNDT – STORMWATER MANAGEMENT PLAN:** No representatives were present for this plan.

**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 August 24, 2021, which will extend the deadline for action on the 395 Mohns Hill Road Stormwater Management Plan until November 18, 2021. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

## BOARD OF SUPERVISORS MEETING THURSDAY, SEPTEMBER 2, 2021

### ACTION ITEMS:

(CONTINUED)

**2014 FORD POLICE INTERCEPTOR UTILITY VEHICLE – PROPOSE TO AWARD:** Chief Keppley announced that the 2014 Ford Police Interceptor Utility Vehicle was placed on Municibid and the high bid came in at \$5,100.00.

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to accept the highest Municibid bid of \$5,100.00 received from bidder Nicholas Adeleye, for the 2014 Ford Police Interceptor Utility Vehicle. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**REQUEST FOR PROPOSALS (RFP):** Mr. Hession noted that RFP's were sent to firms in and around Lancaster County. Five proposals were received for the Supervisors to review, and a short list of three firms were selected for interviews. A decision is anticipated to be at the September 16<sup>th</sup> Board of Supervisors Meeting.

**TEMPORARY MASKING POLICY FOR ECT BUILDING:** Mr. Hession discussed masking policy consideration for visitors coming to the Township building and meetings. Discussions and comments were received. Chairman Carrasco noted that if a resident is not comfortable coming to a meeting wearing a mask or if an engineer, contractor, or vendor is not comfortable coming to a plan meeting, we have the Zoom in place. After lengthy discussions, the Supervisors agreed not to put a masking policy in place.

**TRANSPORTATION IMPACT FEE (TIF) - ADVISORY COMMITTEE MEMBERSHIP:** Mr. Hession discussed, noting that two residents (Crystale Sensenig and Josh Benton) have expressed interest in serving and have been recommended by the Transportation Impact Fee (TIF) Advisory Board to be appointed to the committee. It was noted that Ms. Sensenig is present for tonight's meeting; and Mr. Benton could not make the meeting due to the recent storm. Discussions continued. Comments and questions were asked which were answered. It was noted to invite Mr. Benton to the September 16<sup>th</sup> Supervisors Meeting. The following motion was made.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to appoint Crystale Sensenig to fill an open position on the Transportation Impact Fee (TIF) Advisory Committee. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**PLANNING COMMISSION – VACANCY:** Mr. Hession noted G. Sidni Schlegel's resignation, and that his last Planning Commission Meeting was on August 23<sup>rd</sup>. The vacant term expires on December 31, 2022. Mr. Hession noted that three letters of interest were received: Sarah Mains Means, Alan Fry, Allen Maxwell. The letters of interest were forwarded to the Planning Commission Chairman for review and recommendation. After discussions, the Supervisors agreed that Mr. Hession to reach out to the people interested in serving on the Planning Commission to attend the September 16<sup>th</sup> Board of Supervisors Meeting,

### DEPARTMENT REPORTS:

**POLICE DEPARTMENT REPORT:** Chief Keppley highlighted the Police Department report, (1) received a compliment from Corporal stating that the East Cocalico Township and Denver Borough Road Crew did a phenomenal job with the recent storm, (2) discussions were held on the travel of trucks on roads they should not be on (Stevens Road, Line Road, Wabash Road, Lausch Road at North Reamstown Road) noted the possible use of concrete bells, (3) Chief Keppley and Sgt. Progin attended a Police Expo in Atlantic City last week, discussed different products that would be beneficial to the Department. Chief Keppley highlighted and explained the new product - Data Pilot. The manufactured price is \$5,885.00 (grant for \$2,531.00) for a total cost of \$3,354.00. One Data Pilot is sufficient for the Department. Discussions continued. Comments and questions were asked which were answered. Chief Keppley to look into further, and bring to a future Supervisors Meeting for consideration.

**FINANCIAL ADMINISTRATOR REPORT:** To be presented at the September 16<sup>th</sup> meeting.

**ROAD DEPARTMENT REPORT:** To be presented at the September 16<sup>th</sup> meeting.

# BOARD OF SUPERVISORS MEETING THURSDAY, SEPTEMBER 2, 2021

## **DEPARTMENT REPORTS:**

***(CONTINUED)***

**MS4 STORMWATER REPORT: LIVE-STAKE STREAMBANK PROTECTION WORKSHOP PROPOSAL 3/5/2022:** Mr. McCrea discussed a workshop to be held in March 2022 to purchase live-stakes for participants and give them the instructions. This is a MS4 credit. Discussions held. The Supervisors agreed

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to authorize Ken McCrea to proceed with the proposal for the Live-Stake Streambank Restoration Workshop to be held on a Saturday in March 2022. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

Mr. McCrea noted that he installed a small weather station at the Township and it is now on-line, and that Lisa Kashner can place a link to it on the Township website.

## **TREASURER'S REPORT:**

**LIST OF BILLS - AUTHORIZE LIST OF BILLS FOR PAYMENT:** Secretary Mitchell highlighted. The following motions were made:

**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 \$33,575.38 (starting date 08/19/2021 - ending date 09/02/2021). Chairman Carrasco asked if there were any comments or questions; there were some questions which were answered. 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 \$76,726.23 (starting date 08/19/2021 - ending date 09/02/2021). Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**MANAGERS REPORT:** Mr. Hession highlighted his report: (1) Act 50 signed into Law on June 30, 2021 – Small Wireless Facilities Act and Local Ordinance Amendments. Mr. Hession discussed the Act. (2) Review of existing standby generator for the Authority with the objective of assessing the potential to add loads associated with the Authority office and associated office equipment, noting that the existing base load amperage alone exceeds the amperage rating of the generator. After discussions, it was recommended to have an engineering analysis done to look into the entire Township building to test the existing distribution. Comments and questions were received, discussed the generators at the Fire Companies, and obtaining cost quotations. Discussions were held

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve ARRO Consulting Inc. to amend their July 13, 2021 report for the purpose of evaluating the generator capacity of Township Building in its entirety, not to exceed \$800.00. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**OLD BUSINESS CONTINUED DISCUSSIONS:** Nothing to report.

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

**PUBLIC COMMENT (NON-AGENDA ITEMS):** Questions and comments were asked. Lengthy discussions, comments, and questions continued; which were answered. • June Kinback questioned Eagle Disposal. Mr. Hession noted that Eagle Disposal has until October 1<sup>st</sup> to start collecting recyclables again, and additional wording was added to the Township website, stating if residents are not happy with their current trash hauler, they have the right to contract with another hauler shown on the Registered Hauler List. • Don Miller asked if the fiber internet was installed at the Township Building. Chairman Carrasco answered yes it has. • Lorenzo Bonura asked about the light pole laying on the ground at N. Reamstown Rd. & Col. Howard Blvd. Mr. Hession to follow through with PP&L. Lorenzo Bonura asked if the Zoning Officer's position was advertised. Mr. Hession stated the advertisement will be printed

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### **PUBLIC COMMENT (NON-AGENDA ITEMS):**

***(CONTINUED)***

in the next two Sunday newspapers, and it's posted on the Township website, along with the full job description. It's noted that PSATS is have issues with their employment page. ▪ Allen Maxwell noted that his comment at the previous meeting was directed towards the Chairman of the Board, since he was continuing off the discussion from Doug Mackley's question to the Chairman. Allen Maxwell addressed the Board concerning their silence when the Supervisors were asked why the Township has paid out so much in separation fees for the Zoning Officer, the Township Manager, and others. Chairman Carrasco noted the presence of two other Board members. Chairman Carrasco stated there are different interpretations of their silence: Human Resource related issues, and also legal issues. Discussions continued. Comments and questions continued. Secretary Mitchell read the Employee Manual Sick Leave portion out loud, stating the manual is currently being reviewed/edited to read more clearly. ▪ Lorenzo Bonura commented on the \$210,000 to be paid to a previous Manager and two years of benefits, noting that Doug Mackley was on the Board at the time of approval. Chairman Carrasco noted that this is a legal setting, there are ramifications and implications for what is said within this room. Discussion stopped. Teri Maxwell asked if the handbook is being revised to take care of any loop holes. Chairman Carrasco and Mr. Hession discussed, noting the handbook is being worked on, revised, and is very close to its first draft, possibly within the next month. Lengthy discussions continued. Comments and questions continued, which were answered.

**ANNOUNCEMENT:** The next Board of Supervisors Meeting scheduled for Thursday, September 16, 2021 at 7:00 p.m. in-person and via "live" Zoom, held at the East Cocalico Township Municipal Building, 100 Hill 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 8:41 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

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[SEPTEMBER 2, 2021 BOARD OF SUPERVISORS MEETING VIDEO](#)**