

EAST COCALICO TOWNSHIP

BOARD OF SUPERVISORS MEETING

AGENDA

THURSDAY, OCTOBER 7, 2021 AT 9:00 A.M.

**Held in person at the East Cocalico Township Municipal Building,
100 Hill 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, SEPTEMBER 16, 2021 BOARD OF SUPERVISOR MINUTES**
- 4) **ACTION ITEMS:**
 - a) **LAND PLANNING ENGINEER:**
 - **MT. ZION BAPTIST CHURCH – FINAL LAND DEV. PLAN: TIME EXTENSION**
 - **THE CROSSINGS AT COCALICO – SKETCH PLAN: SLANT CURBING**
 - **JENKINS SWM PLAN: FINANCIAL SECURITY RELEASE**
 - b) **RESOLUTION 2021-12:** EAST COCALICO TOWNSHIP POLICE PENSION PLAN MINIMUM MUNICIPAL OBLIGATION IN THE AMOUNT OF \$201,491.00 AND AUTHORIZE SIGNATURE OF THE RESOLUTION BY ROMAO CARRASCO, CHIEF FINANCIAL PENSION OFFICER (RETRO TO 09-28-2021)
 - c) **RESOLUTION 2021-13:** EAST COCALICO TOWNSHIP NON-UNIFORM PENSION PLAN MINIMUM MUNICIPAL OBLIGATION IN THE AMOUNT OF \$27,500.00 AND AUTHORIZE SIGNATURE OF THE RESOLUTION BY ROMAO CARRASCO, CHIEF FINANCIAL PENSION OFFICER (RETRO TO 09-28-2021)
 - d) **EAST COCALICO TOWNSHIP AUTHORITY: 2022 RENTAL AGREEMENT**
 - e) **AMEND ZONING ORDINANCE AND MAP CONSIDERATION: 2152 AND 2170 NORTH READING ROAD PETITION**
 - f) **MS4: FARMERS SAVING SOIL STOPPING SEDIMENT PROGRAM**
 - g) **END-OF-YEAR ADVERTISEMENTS (WHEN PREPARED): AUDIT NOTICE TABLE, CPA APPOINTMENT, 2022 MEETING DATES CALENDAR, 2022 DRAFT BUDGET**

5) **DEPARTMENT REPORTS:**

a) **MANAGER:**

- **TOWNSHIP MUNICIPAL BUILDING GENERATOR:** STUDY UPDATE
- **TOWNSHIP CYBERSECURITY:** QUOTE UPDATE
- **REAMSTOWN MEMORIAL PARK SKATEPARK:** INSPECTION REPORT
- **EAGLE DISPOSAL OF PA, INC.:** RECYCLING PLAN

b) **POLICE DEPARTMENT:**

c) **FINANCIAL ADMINISTRATOR:** *Full report presented at the next meeting.*

d) **ZONING OFFICER:** *Full report presented at the next meeting.*

e) **ROADMASTER:** *Full report presented at the next meeting.*

f) **MS4 STORMWATER:**

6) **TREASURERS REPORT:**

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

7) **OLD BUSINESS CONTINUED DISCUSSIONS:**

a)

8) **NEW BUSINESS / INFORMATIONAL:**

a)

9) **PUBLIC COMMENT:**

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

10) **ANNOUNCEMENTS:**

- a) **NEXT SUPERVISORS MTG.:** THURSDAY, OCTOBER 21ST @ 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

11) **EXECUTIVE SESSION:**

12) **ADJOURNMENT**

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.

BOARD OF SUPERVISORS MEETING THURSDAY, OCTOBER 7, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, October 7, 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, Police Chief Darrick Keppley, MS4 Technician Ken McCrea, and Recording Secretary Lisa A. Kashner

Land Planning: Casey Kerschner

Visitors in Attendance: Alan R. Fry, Larry Alexander, Howard Null, Lorenzo Bonura, Brandon Williams, Matthew Kadwill, Josh Boulton, Jason Garman, Doug Mackley, and Marie Sipler

Visitors via Zoom:* Lisa, Lorraine Kulp, Suzanne Mackley, Office1, June, and Kyle Z.

*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 were no Executive Sessions. Chairman Carrasco stated that on Monday, October 4th evening interviews were held related to the Director of Community Development and Zoning and Code Enforcement Officer positions.

PAST MEETING MINUTES APPROVAL: The Thursday, September 16, 2021, Board of Supervisors meeting minutes were presented for consideration for approval.

MOTION: Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to approve the Thursday, September 16, 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.

MT. ZION BAPTIST CHURCH - TIME EXTENSION: Brief discussions held regarding status of project.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to accept the written time extension offer as submitted by the applicant's consultant, dated September 30, 2021, which will extend the deadline for action on the Mt. Zion Baptist Church – Final Land Development Plan until February 8, 2022. Chairman Carrasco asked if there were any comments or questions; there were some questions which were answered. Motion carried (3/0).

**BOARD OF SUPERVISORS MEETING
THURSDAY, OCTOBER 7, 2021**

ACTION ITEMS: LAND PLANNING ENGINEER: (CONTINUED)

THE CROSSINGS AT COCALICO (VILLAGE OVERLAY) – SKETCH PLAN: Mr. Kerschner highlighted the plan. Josh Boulton of Pioneer Management, Brandon Williams, Matthew Kadwill and Jason Garman of Garman Builders were in attendance for this plan. Discussions were held concerning the alternate slant curb proposed, including the pros and cons. The Township Manager highlighted prior input from the Township Roadmaster and Township Transportation Engineer. Questions and comments were asked, which were answered.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to authorize the use of concrete slant curbing and the alternate slant curb profile, in-lieu-of concrete vertical curb, along the proposed dedicated streets within the development, as outlined in the information submitted to the Township by the applicant's consultant on August 13, 2021. Chairman Carrasco asked if there were any comments or questions; there were some questions which were answered. Motion carried (3/0).

JENKINS SWM PLAN - FINANCIAL SECURITY RELEASE: Mr. Kerschner highlighted.

MOTION: Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to authorize the full release of the remaining financial security for the Jenkins Stormwater Management Plan, based on the observation conducted by the Township MS4 Enforcement Officer on September 9, 2021. Chairman Carrasco asked if there were any comments or questions; there were some questions which were answered. Motion carried (3/0).

RESOLUTION 2021-12: EAST COCALICO TOWNSHIP POLICE PENSION PLAN MINIMUM MUNICIPAL OBLIGATION IN THE AMOUNT OF \$201,491.00 AND AUTHORIZE SIGNATURE OF THE RESOLUTION BY ROMAO CARRASCO, CHIEF FINANCIAL PENSION OFFICER (RETRO TO 9-28-2021): Mr. Hession highlighted. Comments and questions were asked which were answered. Chairman Carrasco discussed.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve Resolution 2021-12: East Cocalico Township Police Pension Plan Minimum Municipal Obligation in the amount of \$201,491.00 and authorize signature of the Resolution by Romao Carrasco, Chief Financial Pension Officer (retro to 09-28-2021). Chairman Carrasco asked if there were any comments or questions; there were some questions which were answered. Motion carried (3/0).

RESOLUTION 2021-13: EAST COCALICO TOWNSHIP NON-UNIFORM PENSION PLAN MINIMUM MUNICIPAL OBLIGATION IN THE AMOUNT OF \$27,500.00 AND AUTHORIZE SIGNATURE OF THE RESOLUTION BY ROMAO CARRASCO, CHIEF FINANCIAL PENSION OFFICER (RETRO TO 09-28-2021): Mr. Hession highlighted. Comments and questions were asked which were answered.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve Resolution 2021-13: East Cocalico Township Non-Uniform Pension Plan Minimum Municipal Obligation in the amount of \$27,500.00 and authorize signature of the Resolution by Romao Carrasco, Chief Financial Pension Officer (retro to 09-28-2021). Chairman Carrasco asked if there were any comments or questions; there were some questions which were answered. Motion carried (3/0).

BOARD OF SUPERVISORS MEETING THURSDAY, OCTOBER 7, 2021

ACTION ITEMS:

(CONTINUED)

EAST COCALICO TOWNSHIP AUTHORITY: 2022 RENTAL AGREEMENT. Mr. Hession highlighted noting that this is done every year around this time. The Supervisors discussed the rate, noting to keep the rate in the Agreement the same for the year 2022. The following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve and execute the East Cocalico Township Water and Sewer Authority Rental Agreement for the year 2022. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

AMEND ZONING ORDINANCE AND MAP CONSIDERATION - 2152 AND 2170 NORTH READING ROAD PETITION: Claudia Shank was present to discuss a few changes made to the proposed ordinance, noting the changes are relatively minor revisions by accommodating some of Mr. Lied's concerns. It was noted that the Township Solicitor or the Township Transportation Engineer did not have any additional comments to the revisions. The map was displayed on the screen. Lengthy discussions continued on the hearing. It was suggested to hold the hearing some place other than the Township Municipal Building to accommodate more attendees. Comments and questions asked were answered.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to authorize the Township Solicitor to advertise the public hearing to amend the Zoning Ordinance and Map for 2152 North Reading Road and 2170 North Reading Road on Thursday, November 18, 2021. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MS4 - FARMERS SAVING SOIL STOPPING SEDIMENT PROGRAM: Mr. McCrea highlighted the purpose of the program allowing the Township to get sediment reduction credits. Secretary Mitchell discussed, noting an information letter will be sent out to property landowners. Discussion followed concerning the monitoring, auditing, and enforcement provisions and the recommendation to define these in the Agreement. Questions and comments asked which were answered.

END-OF-YEAR ADVERTISEMENTS (WHEN PREPARED) - AUDIT NOTICE TABLE, CPA APPOINTMENT, 2022 MEETING DATES CALENDAR, 2022 DRAFT BUDGET: Mr. Hession discussed, noting that this is an annual procedural item. Discussions were held concerning the 2022 calendar, and the Supervisors agreed to change the 2022 calendar to schedule two morning meetings instead of four (4) morning meetings with one morning meeting held in the Spring and the second morning meeting held in the Fall.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the advertisements for all year end obligations as they are prepared and approved by either the Board of Supervisors or Township Manager: Advertisements to include but not limited to: (1) 2022 appointment of an CPA Auditing Firm, (2) 2022 calendar meeting dates with one morning meeting in the 1st quarter and one morning meeting in the 3rd quarter, and (3) the 2022 draft budget. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

DEPARTMENT REPORTS: MANAGER

TOWNSHIP MUNICIPAL BUILDING GENERATOR – STUDY UPDATE: Mr. Hession highlighted the generator study update and the projected cost of \$1,000.00 for the study.

TOWNSHIP CYBERSECURITY – QUOTE UPDATE: Mr. Hession noted that the cost for this service is less than the quote approved at the previous Board of Supervisors meeting.

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DEPARTMENT REPORTS:

(CONTINUED)

REAMSTOWN MUNICIPAL PARK SKATE PARK – INSPECTION REPORT: Mr. Hession highlighted two recommendations. Discussions continued.

EAGLE DISPOSAL OF PA, INC – RECYCLING PLAN: Mr. Hession noted that documentation was received from Eagle Disposal concerning their recycling start-up date of October 18th collecting recyclable materials every other week. It was noted that the Supervisors previously approved recycling startup by October 1st. Discussions held. The Supervisors were satisfied with this schedule.

POLICE DEPARTMENT REPORT: Chief Keppley highlighted the Police Department report and indicated that since the vendor does not make 40 caliber holsters, the Department will be switching to purchasing Glock 9 mm guns, holsters, and ammunition. Also, the Police Department received the Data Pilot last week and had the opportunity to use the device successfully on October 6th. Supervisor Ebersole noted that there was a residential burglary in the Township and a vehicle was taken and the Police Department apprehended the burglars and recovered the vehicle.

FINANCIAL ADMINISTRATOR REPORT: Full report presented at the next meeting.

ZONING OFFICER: Full report presented at the next meeting.

ROAD DEPARTMENT REPORT: Full report presented at the next meeting.

MS4 STORMWATER REPORT: Mr. McCrea noted that the annual MS4 report was successfully completed and submitted to DEP. Shipment of the additional shrubs was received and will be planted within the riparian buffer adjacent to the Township building.

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 Chairman Ebersole, to approve the check payments for the "General Fund Bank Account" list of bills in the amount of \$257,718.94 (starting date 09/17/2021 – ending date 10/07/2021). Chairman Carrasco asked if there were any comments or questions. There were some questions asked, which were answered. No other questions were received. Motion carried (3/0).

MOTION: Secretary Ebersole made a motion, seconded by Chairman Mitchell, to approve the “Electronic” payment list of bills in the amount of \$74,255.89 (payroll dated 09/29/2021 for pay period 09/12 to 09/25/2021). 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: Mr. McCrea noted the Township was recently contacted by a company interested in places located within a mile of the turnpike that they could complete a streambank restoration project on because they are working for PennDOT and the Turnpike Commission to obtain MS4 credits. Mr. McCrea stated that there could be a cost to the Township and also MS4 credits too.

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PUBLIC COMMENT (NON-AGENDA ITEMS): Harold Null discussed Reinhold Road (Mohns Hill Road - the dead-end road off of Rt. 897). Mr. Null discussed with the Supervisors that the road needs looked at and fixed, especially with the stormwater events the side of the roadway is eroding. Mr. Hession noted that they will look into this. • Mr. Mackley noted two concerns: (1) a box culvert across from Cherry Place Properties (across from Heatherwoods), (2) another place being out at the Old Homestead Development where there is a drop off along North Muddy Creek Road at a culvert. Discussed that the fence was ordered, (3) drainage issue along Denver Road behind Horst Sign, and (4) stickers placed on box culverts, Mr. McCrea noted this has been started.

ANNOUNCEMENT: The next Board of Supervisors Meeting scheduled for Thursday, October 21, 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: The Supervisors will go into Executive Session after this meeting. No decisions will be made.

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 10:54 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. PLEASE CLICK BELOW:
[OCTOBER 7, 2021 BOARD OF SUPERVISORS MEETING VIDEO](#)**