

# **EAST COCALICO TOWNSHIP**

## **BOARD OF SUPERVISORS MEETING**

### **AGENDA**

**THURSDAY, NOVEMBER 4, 2021 AT 7:00 P.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:**
  - WEDNESDAY, OCTOBER 20, 2021 SPECIAL MEETING – BUDGET WORKSHOP
  - THURSDAY, OCTOBER 21, 2021 BOARD OF SUPERVISOR MINUTES
  - WEDNESDAY, OCTOBER 27, 2021 SPECIAL MEETING – BUDGET WORKSHOP
- 4) **ACTION ITEMS:**
  - a) **LAND PLANNING ENGINEER:** NOTHING TO REPORT
  - b) **BLACK HORSE PROJECT AND PROPOSED RE-ALIGNMENT OF HILL ROAD:**  
TRAFFIC ENGINEER JOHN SCHICK & SOLICITOR MATT CREME DISCUSSIONS
  - c) **261 WEAVER ROAD PROPERTY:** DEMOLITION ISSUE
  - d) **2021 ARPA FUNDING:** PURCHASE OF LAPTOPS FOR STAFF
- 5) **DEPARTMENT REPORTS:**
  - a) **MANAGER:**
    - **TOWNSHIP MUNICIPAL BUILDING:** FLOORING REPLACEMENT QUOTES
  - b) **DIRECTOR OF COMMUNITY DEVELOPMENT:**
  - c) **POLICE DEPARTMENT:**
  - d) **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, NOVEMBER 18<sup>TH</sup> @ 7:00 PM, IN-PERSON PUBLIC MEETING AND VIA “LIVE” ZOOM, HELD AT THE REAMSTOWN FIRE COMPANY, 12 WEST CHURCH STREET, REAMSTOWN.

11) **EXECUTIVE SESSION:**

12) **ADJOURNMENT**

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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](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, NOVEMBER 4, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, November 4, 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 Darrick Keppley,  
Director of Community Development Sharyn Young, and MS4 Technician Ken McCrea

**Consultants:** Land Planning Engineer Brent Lied, Transportation Engineer John Schick,  
Township Solicitors Matt Crème, and Ed Browne

**Visitors in Attendance:** Larry Alexander, Kathleen O'Connell, Steve Brubaker, Alan Fry, Don & Anna Eckman, James Strong,  
Brian Wise, Donny Stover, Chad Weaver, Monica Craig Fry, Lorenzo Bonura, and Donald E. Miller

**Visitors via Zoom:\*** Suzie, John H.

\*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 noted that an Executive Session was held today November 4, 2021 from 4:00 p.m. to approximately 6:45 p.m., items discussed were employees, pension items, and legal counsel attorney/client legal discussions.

**PAST MEETING MINUTES APPROVAL:** Three sets of minutes are proposed for approval (1) Wednesday, October 20, 2021 Board of Supervisors Special Budget Workshop Meeting Minutes, (2) Thursday, October 21, 2021 Board of Supervisors Meeting Minutes, and (3) Wednesday, October 27, 2021 Board of Supervisors Special Budget Workshop Meeting Minutes.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to approve the Wednesday, October 20, 2021, Board of Supervisor Special Budget Workshop 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 Secretary Mitchell, to approve the Thursday, October 21, 2021, Board of Supervisor Meeting Minutes. 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 Wednesday, October 27, 2021, Board of Supervisor Meeting Special Budget Workshop Minutes. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

# BOARD OF SUPERVISORS MEETING

## THURSDAY, NOVEMBER 4, 2021

### ACTION ITEMS:

**LAND PLANNING ENGINEER:** Nothing to report.

**BLACK HORSE PROJECT AND PROPOSED RE-ALIGNMENT OF HILL ROAD – TRAFFIC ENGINEER JOHN SCHICK & SOLICITOR MATT CREME DISCUSSIONS:** Solicitor Matt Creme introduced the discussion and noted that the Board of Supervisors are present tonight not for a decision on the project, but to discuss and give direction to Township staff, engineers, and lawyers concerning the possible relocation of Hill Road proposed as part of the potential redevelopment plan for the Black Horse properties. Solicitor Crème summarized the potential project which includes the development of a 300,000-square-foot warehouse along SR 272, in which will most likely include a realignment of Hill Road to create a signalized intersection with the Pepperidge Farm entrance. To prepare for this potential project, the Township needs some direction on several variations of the potential realigned roadway. Lengthy discussions continued on the three options for that realignment. John Schick and Brent Lied provided an overview of the three concepts. Concept #1: The closure of Hill Road to through traffic with a cul-de-sac and the construction of a 150-degree radius curve through the Township's property and connecting with the SR 272 at a signalized intersection. Concept #2: Similar to Concept #1 one with the present Hill Road being closed to through traffic and ending in a cul-de-sac (this option is more of a S-turn), however, with the proposed new roadway aligned closer with the edge of the Township's property, including a 310-foot centerline radius, and then traveling across the rear areas of two (2) adjacent private properties before connecting with the SR 272 at a signalized intersection. Concept #3: Includes the construction of a new roadway at the edge of the Township's property that connects with the existing Hill Road with a "T" intersection. Hill Road would still be accessible to traffic turning off of SR 272, however it would only allow right turns from Hill onto SR 272, with left turns not being allowed in which motorists would need to use the new road utilizing the signalized intersection to travel northbound on the highway. The new road would be narrower, include minimal encroachment on the municipal building property, and the Township could lower the speed limit to 25 mph. This concept also will place a portion of the new roadway across the rear areas of two (2) adjacent private properties before connecting with the SR 272 at a signalized intersection. Question and comments asked which were answered. The direction provided by the Board was to pursue the further refinement of Concept #3. Solicitor Crème stated that the developer is seeking to have 2152 and 2170 North Reading Road rezoned from general commercial to light industrial to accommodate a warehouse, and noted that a hearing on the rezoning will take place at the November 18, 2021 Board of Supervisors Meeting held at the Reamstown Fire Company fire hall at 7:00 p.m.

**261 WEAVER ROAD PROPERTY – DEMOLITION ISSUE:** Mr. Hession discussed the destruction of a historic house at 261 Weaver Road, noting the owner did not have a demolition permit. Demolition was stopped. Mr. Hession highlighted a letter received from the Historic Preservation Trust of Lancaster County which listed four mitigation measures including the Township fining the property owner; the Township requiring the property owner to contract at their cost with an architectural salvage firm be used to preserve and document all salvageable materials; the Township requiring the property owner at their cost contract with an architectural firm to document what is left of the house; and the property owner being required to make a donation to the Historic Preservation Trust for preservation education or for preserving the farmland into a conservation district. Discussion followed.

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize the Township Zoning Officer to issue the Demolition Permit and not file enforcement against the property owner contingent upon the property owner meeting the conditions of using an architectural salvage firm to preserve and document all salvageable materials and donate them to the Historic Preservation Trust and Historical Society of the Cocalico Valley, and the property owner to also make a \$500.00 donation to the trust to be used for farmland preservation. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. Motion carried (3/0).

# BOARD OF SUPERVISORS MEETING

## THURSDAY, NOVEMBER 4, 2021

### ACTION ITEMS:

(CONTINUED)

**2021 ARPA FUNDING – PURCHASE OF LAPTOPS FOR STAFF:** Mr. Hession discussed the proposal to purchase six Dell laptops for Township staff. Discussions continued.

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to authorize the purchase of six laptops and two docking stations from Custom Computer at a total cost of \$9,884.55 to be paid for by using funds from the American Rescue Plan Act (ARPA). Chairman Carrasco asked if there were any comments or questions; there were some which were answered. Motion carried (3/0).

### DEPARTMENT REPORTS – MANAGER:

**TOWNSHIP MUNICIPAL BUILDING – FLOORING REPLACEMENT QUOTES:** Mr. Hession highlighted the three quotes received for the Township Municipal building flooring replacement: (1) Martin's Flooring \$28,969.97, (2) D&S Flooring \$32,500.00, and (3) Floor Craft \$44,282.00. Mr. Hession explained that the 2021 budget has funding allocated for building maintenance including the replacement of the flooring. Discussions continued and the following motion was made.

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve the contract with Martins Flooring for their quote of \$28,969.97 for the replacement of the flooring at the East Cocalico Township Municipal building as per their estimate dated September 27, 2021. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. Motion carried (3/0).

Mr. Hession noted that, as previously advertised, the 2022 draft budget will be available for public review tomorrow, stating that there is no tax increase, with the goal to have the budget approved at the December 2<sup>nd</sup> Board of Supervisors Meeting.

**DIRECTOR OF COMMUNITY DEVELOPMENT:** Ms. Young stated that she will have a full report at the next Board of Supervisors Meeting.

**POLICE DEPARTMENT REPORT:** Chief Keppley highlighted and reported: (1) the next waive of traffic enforcement details or aggressive driving details have started and will be completed by mid-December 2021, (2) the Officers are participating in Beards for Brothers to raise money for cancer, and (3) Officers handed out candy and red-and-blue blinking lights on Trick-or-Treat night. Discussions continued.

**MS4 STORMWATER:** Mr. McCrea highlighted that the MS4 Agricultural Project titled FS4 to obtain the required pollution reduction credit is ready to launch, and the materials are ready.

### TREASURER'S REPORT:

**LIST OF BILLS - AUTHORIZE LIST OF BILLS FOR PAYMENT:** The List of Bills were highlighted, and 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 \$176,574.97 (starting date 10/22/2021 – ending date 11/04/2021). 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 \$90,635.30 (starting date 10/22/2021 – ending date 11/04/2021). Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

## **BOARD OF SUPERVISORS MEETING THURSDAY, NOVEMBER 4, 2021**

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

**NEW BUSINESS / INFORMATIONAL:** Secretary Mitchell highlighted the American Rescue Plan Act (ARPA) funding and stormwater issues that should be looked, specifically improvements to the stormwater area in front of the Township building on Hill Road. Mr. Hession noted that stormwater improvements are ARPA eligible. Lengthy discussions continued. The Supervisors agreed that a preliminary evaluation should be scheduled with the Township Engineer. Comments and questions were asked which were answered. ▪ Secretary Mitchell discussed an area on Hill Road that the roadway seems slippery. The Roadmaster was informed. Discussions continued.

**PUBLIC COMMENT (NON-AGENDA ITEMS):** Mr. Wise questioned if any complaints were received recently with Eagle Disposal, and Mr. Hession noted that he has not. ▪ Mr. Brubaker noted that the roadway at the Post Office in Stevens (on Line Road) is a very dangerous area. Vice Chairman Ebersole noted this is West Cocalico Township's area and to start with them. Discussions continued. Monica Craig Fry congratulated Lorenzo Bonura as the newly elected Township Supervisor effective January, 2022.

**ANNOUNCEMENT:** The next Board of Supervisors Meeting was previously advertised to be held on Thursday, November 18, 2021, at 7:00 p.m. in-person held at the Reamstown Fire Company, 12 West Church Street, Reamstown, and held via "live" Zoom.

**EXECUTIVE SESSION:**

**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 9:05 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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[NOVEMBER 4, 2021 BOARD OF SUPERVISORS MEETING VIDEO](#)**