

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING

AGENDA

THIS IS A PRELIMINARY AGENDA – THIS AGENDA MAY BE REVISED AT ANY TIME (LAST REVISION 06-17-2020)

HELD AT THE REAMSTOWN FIRE COMPANY, 12 W. CHURCH ST., REAMSTOWN

THURSDAY, JUNE 18, 2020 AT 7:00 P.M.

- 1) **CALL TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) **ANNUAL CONTRIBUTION:** ADAMSTOWN LIBRARY BOARD PRESIDENT - MARJ HYRB
ADAMSTOWN LIBRARY DIRECTOR - CAROLYN REISTE
- 3) **ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD**
- 4) **PAST MEETING MINUTES APPROVAL:**
 - a) THURSDAY, JUNE 4, 2020 BOARD OF SUPERVISOR MEETING MINUTES
- 5) **DEPARTMENT REPORTS:**
 - a) **POLICE DEPARTMENT REPORT**
 - b) **ZONING OFFICER REPORT**
 - c) **ROAD DEPARTMENT REPORT**
 - 2020 ROAD PROJECT #1 - TENTATIVELY TO START JULY 1ST (HILLSIDE ACRES DEVELOPMENT, JUSTIN CIRCLE, LAKESIDE DRIVE, RIDGEVIEW DEVELOPMENT): NOTIFICATION ON TOWNSHIP WEBISTE AND NO PARKING ON STREETS
- 6) **TREASURERS REPORT:**
 - a) **LIST OF BILLS: APPROVAL**
- 7) **ACTION ITEMS:**
 - a) **LAND PLANNING ENGINEER:**
 - **CARRIAGE HILL PH. 3&4 - PRELIMINARY/FINAL SUBDIVISION PLAN: TIME EXTENSION**
 - **MT. ZION BAPTIST CHURCH - FINAL LAND DEVELOPMENT PLAN: TIME EXTENSION**
 - b) **RESOLUTION 2020-06: ROAD PROJECTS FOR SIGNATURE**
 - c) **C.M. HIGH 2020-2021: PREVENTATIVE MAINTENANCE AGREEMENT**
 - d) **MOWER: DOCUMENTS FOR SIGNATURE**
 - e) **TOLL ROAD: PERMISSION TO CONDUCT/RESCHEDULE TO FRIDAY, JULY 3RD**

8) **OLD BUSINESS CONTINUED DISCUSSIONS:**

- a) **MS4 DISCUSSION:** WILDFLOWER MEADOW CONVERSION PLAN - PROPOSED AT FISHING CREEK PARK
- b) **MARTIN TEXT AMENDMENT:** 51 COCALICO CREEK ROAD (*previously tabled*)
- c) **PENNDOT:** BREAK RETARDERS ON STATE ROADS UPDATE (CHURCH ST. & N. READING RD) (*previously tabled - to obtain a list of all roads that would meet the criteria*)
- d) **ELECTRIC CHARGING STATION:** UPDATE (*previously tabled*)
- e) **BUS SERVICE TO LOW INCOME HOUSING (HEATHERWOODS):** UPDATE (*previously tabled*)
- f) **RECREATION BOARD:** FUNDRAISING CONSIDERATION (*previously tabled - look into legalities*)

9) **NEW BUSINESS FOR DISCUSSION:**

- a) **EAST COCALICO SWIM TEAM:** DISCUSSION

10) **MANAGERS REPORT:**

- a)

11) **PUBLIC COMMENT:**

- a) **PUBLIC COMMENT:** NON-AGENDA ITEMS ONLY (SIGN IN BEFORE MAKING PUBLIC COMMENT, STATE NAME AND STREET ADDRESS IN EAST COCALICO TWP.)

12) **ANNOUNCEMENTS:**

- a) **NEXT SUPERVISORS MEETING** IS THURSDAY, JULY 16TH AT 7PM HELD AT THE TOWNSHIP BUILDING (NOTE: NO MEETING JULY 2ND DUE TO THE JULY 4TH HOLIDAY)

13) **EXECUTIVE SESSION:**

14) **ADJOURNMENT**

BOARD OF SUPERVISORS MEETING THURSDAY, JUNE 18, 2020

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, June 18, 2020 at 7:00 p.m., held at the Reamstown Fire Company, 12 West Church Street, Reamstown, PA 17567. Due to the COVID-19 pandemic and to ensure public safety, the attendance to this meeting was limited. This meeting was live streaming through YouTube, and comments/questions can be e-mailed before and during the meeting to the Township's e-mail.

ATTENDANCE:

Supervisors: Chairman Alan R. Fry, Vice Chairman Romao "RC" Carrasco, and Secretary Jeffrey W. Mitchell

Employees: Township Manager Penny Pollick, Police Chief Keppley, Assistant Manager/Zoning Officer Tony Luongo, MS4 Technician Ken McCrea, and Recording Secretary Lisa A. Kashner

Engineer: Casey Kerschner

Newspaper: Larry Alexander of the Ephrata Review

Visitors:* Brian Wise, Nick Hower, Harvey Achey, Jeff Brubaker, Suzie Mackley, Doug Mackley, Carolyn Reiste, Monica Craig Fry, Christine Letch, Don Groff, Amy Nedimyer, Tara Griest, and Jamie Schneider

*Only visitors who signed in are listed.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE: Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • Due to the pandemic of COVID-19 only a limited number of visitors could attend this meeting, a live YouTube video and telephone conferencing was set up for this meeting. Instructions for comments/questions were given. The next Board of Supervisors Meeting is scheduled for July 16, 2020 at 7:00 p.m. held at the East Cocalico Township Municipal Building.

Chairman Fry noted this meeting was duly advertised in accordance with the 2nd Class Township Code in the Lancaster Newspaper on Monday, June 15, 2020.

ANNUAL CONTRIBUTION: Carolyn Reiste was present for the Adamstown Library; Ms. Reiste indicated that their new building is at the stage of final inspections. The Board of Supervisors thanked the library for everything they do for the community and presented them with their annual contribution in the amount of \$28,000.

EXECUTIVE SESSIONS HELD: Chairman Fry stated on Thursday, June 4, 2020 at 9:30 p.m. an Executive Session was held immediately following the last Board of Supervisor Meeting to discuss a personnel matter. No decisions were made or directives given.

PAST MEETING MINUTES APPROVAL:

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve the Thursday, June 4, 2020 Board of Supervisors meeting minutes. Chairman Fry 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; and noted the cancellation of the National Night Out. Discussions continued. Chief Keppley stated that Officer Kreisher was recently recognized by the Lancaster County DUI Association for being nominated and named one of the Top Gun within Lancaster County. It's understood that this is Officer Kreisher's sixth year in a row being nominated. The Board of Supervisors thanked Officer Kreisher. Chief Keppley recommended the hiring of a new Level #1 Officer, Tyler Lehman, noting that the background and all other requirements are completed.

**BOARD OF SUPERVISORS MEETING
THURSDAY, JUNE 18, 2020**

POLICE DEPARTMENT REPORT:

(CONTINUED)

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to hire Tyler Lehman as a Level #1 Police Officer to the East Cocalico Township Police Force with a starting date of July 13, 2020. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

Chief Keppley highlighted the number of trucks driving on Lausch Road and should not be on this road, and vehicles not stopping on North Reamstown Road. Discussed the possibility of better signage within Acme's parking lot for the truck drivers before they leave the facility showing how to get to Rt. 222. Township Manager to contact Acme to discuss and the Turnpike Commission in reference to the possibility of making a U-Turn (this is one of the few interchanges that you cannot make a U-Turn). Highlighted the very thoughtful food/luncheon donations to the Police Office; very much appreciated.

ZONING OFFICERS REPORT: Mr. Luongo highlighted the Zoning Officer Report dated May 2020 and the Road Crew Activity Report. The John Deere mowing attachments are ready to be placed on Municibid.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve to prepare and place the John Deere equipment on Municibid. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

ROAD CREW REPORT: Mr. Luongo highlighted the Road Crew Report in his report.

TREASURER'S REPORT:

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve the list of bills dated June 18, 2020 for a total of \$142,707.07: General Fund \$130,382.31; Light Fund \$12,334.76. Chairman Fry asked if there were any other comments or questions. Mr. Mackley questioned the \$2,754.00 bill for Eckert Seamans Cherin. Secretary Mitchell noted that the cost was for more than one issue and Ms. Pollick noted she will get a listing to Mr. Mackley. Mr. Mackley questioned the \$7,000.00 bill for Girard. Ms. Pollick noted this was for the Township's Pension (\$3,500.00 for Police and \$3,500.00 for Non-Uniform). Mr. Mackley questioned the \$1,148.00 LNP bill. Ms. Pollick answered this was to print the Road/Public Works Foreman job advertisement another time, noting that this also comes with some on-line advertising. Chairman Fry asked if there were any other comments or questions; there were none, motion carried (3/0).

ACTION ITEMS: LAND PLANNING ENGINEER: Casey Kerschner of Becker Engineering highlighted the plans.

CARRIAGE HILL PHASE 3 AND 4 - PRELIMINARY/FINAL SUBDIVISION PLAN: No one was present for this plan. Mr. Kerschner stated that the consultants are planning on attending the Board of Supervisors Meeting on July 16, 2020.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to accept the written time extension offer as submitted by the applicant's consultant dated June 5, 2020, which will extend the deadline for action on the Carriage Hill Phase 3 and 4 – Preliminary/Final Subdivision Plan until August 27, 2020. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MT. ZION BAPTIST CHURCH – FINAL LAND DEVELOPMENT PLAN: No one was present for this plan. Mr. Kerschner gave a brief background of the plan.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to accept the written time extension offer as submitted by the applicant's consultant dated June 11, 2020, which will extend the deadline for action on the Mt. Zion Baptist Church Final Land Development Plan until September 16, 2020. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

RESOLUTION 2020-06, ROAD PROJECTS: Chairman Fry read the following motion. Vice Chairman Carrasco clarified each: Project #1 is the Hillside Acres Development and Project #3 is the Homestead Development.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to adopt Resolution 2020-06 awarding of the 2020 Road Projects: Project #1 to Stewart & Tate and Project #3 to Alan Myers. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

**BOARD OF SUPERVISORS MEETING
THURSDAY, JUNE 18, 2020**

ACTION ITEMS:

(CONTINUED)

C.M. HIGH 2020-2021 PREVENTATIVE MAINTENANCE AGREEMENT: Chairman Fry highlighted.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve and authorize for signatures the C.M. High 2020-2021 Preventative Maintenance Proposal for all traffic signals located within the Township at a cost of \$2,895.00. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOWER DOCUMENTS FOR SIGNATURE: Ms. Pollick highlighted noting that the mower was approved at the previous Board of Supervisors Meeting, and now the documents are before them.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to execute and sign the F.N.B. – Bank Capital Services Equipment Finance Lease Agreement for the 2020 New Holland tractor and 2020 Tiger Mower. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

TOLL ROAD – PERMISSION TO CONDUCT/RESCHEDULE TO FRIDAY, JULY 3RD: Ms. Pollick highlighted.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize the Reamstown Fire Company to perform their annual toll road fund raising event at the intersections of Reamstown Road and Church Street on Friday, July 3rd between the hours of 7:00 a.m. and 6:00 p.m. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

OLD BUSINESS CONTINUED DISCUSSIONS:

MS4 DISCUSSION: Mr. McCrea highlighted, busy with inspections. Discussions held on the Wildflower Meadow Conversion Plan at Church Street at Fishing Creek Park with the possibility of funds can be received for establishing the site; and reducing the mowing costs. It was noted that the Park and Recreation Board approved the proposed Wildflower Meadow Conversion Plan at Fishing Creek Park; the area involved is just under an acre. Discussions continued. Questions and comments were asked which were answered.

MARTIN TEXT AMENDMENT – 51 COCALICO CREEK ROAD: *Tabled.*

PENNDOT - BREAK RETARDERS ON STATE ROADS (CHURCH ST. & N. READING RD.): *Tabled.*

ELECTRIC CHARGING STATION – UPDATE: *Tabled.*

BUS SERVICES TO LOW INCOME HOUSING (HEATHERWOODS) – UPDATE: *Tabled.*

RECREATION BOARD – FUNDRAISING CONSIDERATION: *Tabled.*

NEW BUSINESS FOR DISCUSSION:

EAST COCALICO SWIM TEAM – DISCUSSION: Ms. Nedimyer thanked the Supervisors for adding the Swim Team to tonight's agenda. Discussed briefly the Summer Camp Proposal (distributed to the Supervisors). CDC guidelines on temperature checks were discussed. Proposed to start the Summer Camp July 6th for three weeks consisting of two time-slots 8:30am-10am and 10:15am-11:30am. Lengthy discussions continued on the lap lanes that are being used in relation to lanes that would be needed for the camp. Times of the lanes being used and the use of separate waivers for the pool and swim team were discussed in detail. Vice Chairman Carrasco discussed GoogleDocs as another layer of data for the swim team to consider. Discussions were held concerning the time slots needed for the Swim Team and the time slots needed for the Lap Lanes. Lengthy discussions continued. The Supervisors thanked Amy Nedimyer for coming tonight to explain in detail.

Mr. Brubaker publicly thanked Chairman Fry as the Pool Manager for the time, effort, and courage of opening the Reamstown Community Pool.

MANAGERS REPORT: Ms. Pollick stated that daily reports are being sent to the Supervisors. The Financial Administrator office is looking better, and interviews will be held Monday, June 29th for a Road Crew Foreman.

**BOARD OF SUPERVISORS MEETING
THURSDAY, JUNE 18, 2020**

PUBLIC COMMENT (NON-AGENDA ITEMS): Mrs. Mackley asked about a survey for 58 South Reamstown Road, focusing along the cemetery property line; her concern is the 25' off of a property line, and noted that the Township may want to look into the cemetery Zoning Ordinance. Mr. Luongo noted he does not recall a survey in his files for this particular property. Mr. Luongo stated that the Township Solicitor was reached out to previously and highlighted the ECT Zoning Ordinance. Discussions continued. • Mr. Mackley asked in reference to earth disturbance, he asked how much in square feet does it take to trigger a stormwater management plan. Mr. Luongo stated that an earth disturbance permit is a year permit and is triggered at 5,000 square feet. Mr. Mackley stated the Township needs to enforce its existing stormwater ordinance for what was done at the Shady Grove Campground without the proper permits, the regrading of an existing stone lot (approx. 4,725 sq. ft.). Mr. Mackley referenced an April 10, 2019 letter from LCCD. Mr. Luongo discussed the permitting process for the site. Discussions continued. Ms. Pollick suggested that Mr. Mackley come to the Township building to sit down with Tony and Penny to look at the files together, and Mr. Mackley agreed.

ANNOUNCEMENT: The next Board of Supervisors Meeting will be held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver at 7:00 p.m. on Thursday, July 16th.

ADJOURN: The Supervisors adjourned the meeting and went into Executive Session.

MOTION: There being no further business to come before the Board, Vice Chairman Carrasco made a motion seconded by Secretary Mitchell to adjourn the meeting at 8:35 p.m. and went into Executive Session at 8:35 p.m. Chairman Fry 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:

East Cocalico Township Board of Supervisors Meeting 06-18-2020, [Part 1 of 2](#)
East Cocalico Township Board of Supervisors Meeting 06-18-2020, [Part 2 of 2](#)