

EAST COCALICO TOWNSHIP

BOARD OF SUPERVISORS MEETING

AGENDA

THURSDAY, MAY 5, 2022 AT 7:00 P.M.

**Held in person and held via “live” Zoom at the
East Cocalico Township Municipal Building, 100 Hill Road, Denver**

- 1) CALL TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD**
- 3) PAST MEETING MINUTES APPROVAL:**
 - a) THURSDAY, APRIL 21, 2022: BOARD OF SUPERVISOR MINUTES**
- 4) ACTION ITEMS:**
 - a) LAND PLANNING ENGINEER:**
 - VILLAGE AT EAST COCALICO - FINAL SUBDIVISION AND LAND DEVELOPMENT PLAN: TIME EXTENSION OFFER**
 - 7 WHITETAIL DRIVE (LOUD) – STORMWATER MANAGEMENT PLAN: TIME EXTENSION OFFER**
 - 94 ADAMSTOWN ROAD – STORMWATER MANAGEMENT PLAN: CONDITIONAL APPROVAL**
 - b) POLICE DEPARTMENT CORPORAL RETIRING: CHRIS PROGIN**
 - c) PLANNING COMMISSION: MEMBER RESIGNATION AND APPOINTMENTS**
 - d) TRANSPORTATION IMPACT FEE ADVISORY COMMITTEE (TIFAC): MEMBERSHIP RESIGNATION**
 - e) REAMSTOWN COMMUNITY POOL: CHEMICAL CONTROLLER AND APPLICATION SYSTEM**
 - f) RESOLUTION NO. 2022-07: TRICK-OR-TREAT POLICY**
 - g) SR 272 AND CHURCH STREET ROUNDABOUT STUDY: UPDATE**
 - h) TRAFFIC SIGNAL PRE-EMPTION IMPROVEMENTS: UPDATED**

i) TEMPORARY EASEMENT AGREEMENTS:

- 3 ROSEMONT DRIVE - McCULLEY
- 1 ROSEMONT DRIVE - STARK

j) FS4 GRANT AWARD AGREEMENT: 171 STEVENS ROAD - HOOVER

5) DEPARTMENT REPORTS:

a) MANAGER

- **DRAFT TRUCK AND PARKING RESTRICTION ORDINANCE: REVIEW**

b) POLICE DEPARTMENT

- **POTENTIAL CONDITIONAL HIRE: FOR NEW OFFICER**

c) DIRECTOR OF COMMUNITY DEVELOPMENT

- **WRIGHT-EBERSON (BLACKHORSE WAREHOUSE): REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM (RCAP) GRANT**
- **TRU-DENVER: REPLACE LETTER OF CREDIT WITH CASH SECURITY**

d) MS4 COORDINATOR

6) TREASURERS REPORT:

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

7) NEW BUSINESS:

8) PUBLIC COMMENT:

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

9) ANNOUNCEMENTS:

- a) NEXT SUPERVISORS MTG.: THURS., MAY 19, 2022 @ 7:00 PM, HELD IN-PERSON AND VIA “LIVE” ZOOM AT EAST COCALICO TOWNSHIP, 100 HILL RD., DENVER**

10) EXECUTIVE SESSION:

11) ADJOURNMENT

BOARD OF SUPERVISORS MEETING THURSDAY, MAY 5, 2022

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, May 5, 2022, at 7:00 p.m., held in-person at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517 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 Lorenzo Bonura, Secretary Jeffrey W. Mitchell

Twp. Staff: Township Manager Michael Hession, Director of Community Development Sharyn Young, Police Chief Darrick Keppley, MS4 Technician Ken McCrea, Judi Lumis Financial Administrator (via Zoom), and Recording Secretary Lisa A. Kashner (via Zoom)

Consultants: Township Solicitor Bernadette M. Hohenadel from Nikolaus & Hohenadel, Township Transportation Engineer John Schick from Rettew, and Township Land Planning Engineer Brent Lied from Becker Engineering

Visitors in Attendance: Don Eckman, Anna Eckman, Alan R. Fry, Larry Alexander, Lorraine Kulp, Don Miller, Kerry Haas, June Kinback, Suzie Mackley, Glenn Hurst, Steve Brubaker, Marie Sipler, Tom Goldschmidt, Monica Craig-Fry, Brian Wise, Oscar Sipler, Edward McAlanis, and Ron Forsyth

Visitors via Zoom:* Allen Maxwell, Donny Stover, and Allan Day

*Visitors via Zoom are as shown as exactly as displayed on the Zoom call list.

CALL TO ORDER, PLEDGE OF ALLEGIANCE: Chairman Carrasco asked everyone in attendance to pledge allegiance to the Flag. ▪ Chairman Carrasco stated that this meeting was duly advertised in accordance with the second-class Township code in the Lancaster Newspaper on December 1, 2021.

EXECUTIVE SESSIONS HELD: No Executive Sessions held since the last meeting.

PAST MEETING MINUTES APPROVAL: The April 21, 2022 Meeting Minutes were before the Supervisors for approval.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve the Thursday, April 21, 2022 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. Lied highlighted the following plans.

VILLAGE AT EAST COCALICO – FINAL SUBDIVISION AND LAND DEVELOPMENT PLAN – TIME EXTENSION OFFER: No representatives were present for this plan. Mr. Lied highlighted the project, and the following motion was presented.

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ACTION ITEMS: LAND PLANNING ENGINEER: VILLAGE AT EAST COCALICO (CONTINUED)

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to accept the written time extension offer as submitted by the applicant's consultant, dated April 28, 2022, which will extend the deadline for action on the Village of East Cocalico Subdivision and Land Development Plan until August 17, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Secretary Mitchell recused himself. Motion carried (2/0).

7 WHITETAIL DRIVE (LOUD) – STORMWATER MANAGEMENT PLAN – TIME EXTENSION OFFER:

No representatives were present for this plan. Mr. Lied highlighted the project, the following motion was presented.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to accept the written time extension offer as submitted by the applicant's consultant, dated April 28, 2022, which will extend the deadline for action on the Stormwater Management Plan for 7 Whitetail Drive (Loud) Stormwater Management Plan until August 16, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

94 ADAMSTOWN ROAD – STORMWATER MANAGEMENT PLAN – CONDITIONAL APPROVAL: No representatives were present for this plan. Mr. Lied highlighted the project, and the following motions were presented.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize a waiver/modification of §185-27.A.(1)(A)[4] of the East Cocalico Township Stormwater Management Ordinance related to conveyance pipe size to authorize the use of 6" PVC roof drain collection system in lieu of 8". 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 Bonura, to **(1)** conditionally approve the 94 Adamstown Road Stormwater Management Plan, based on the applicant/applicant's consultant addressing the comments in the Becker Engineering, LLC review letter dated May 3, 2022 to the satisfaction of the Township, **(2)** to authorize the Board of Supervisors to sign the Improvement Guarantee Agreement (IGA) for the 94 Adamstown Road Stormwater Management Plan when executed by the applicant, submitted to the Township in a form acceptable to the Township Solicitor, and accompanied by financial security in an amount satisfactory to the Township Engineer and a form satisfactory to the Township/Township Solicitor, **(3)** to authorize the Board of Supervisors to sign the Stormwater Management and Easement Agreement (SWMEA) for the 94 Adamstown Road Stormwater Management Plan when executed by the applicant and submitted to the Township in a form acceptable to the Township Solicitor, and **(4)** to authorize the Board of Supervisors to sign the plans for the 94 Adamstown Road Stormwater Management Plan when executed and certified by all necessary parties and submitted to the Township in a form acceptable to the Township and Township Solicitor, once the Township has received all other items necessary to satisfy conditions of approval including providing required financial security. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

POLICE DEPARTMENT SERGEANT RETIRING - CHRIS PROGIN: Chief Keppley read a letter that was received from Sergeant Progin in reference to his retirement date.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to accept, with regrets, the retirement of Sergeant Chris Progin from the East Cocalico Township Police Department with the last day of employment being May 19, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

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ACTION ITEMS:

(CONTINUED)

PLANNING COMMISSION - MEMBER RESIGNATION AND APPOINTMENTS: Mr. Hession highlighted, noting a letter of resignation was received from Robert Zimmerman from the Planning Commission.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to accept, with regrets, the resignation of Robert Zimmerman from the East Cocalico Township Planning Commission effective immediately. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

Mr. Hession noted the Planning Commission currently has two vacancies and it's recommended that the Board of Supervisors consider appointing Allan J. Day and Charles B. Shupp to fill the vacant terms on the Planning Commission.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to appoint Allan J. Day to fill the vacant term on the East Cocalico Planning Commission, which term shall expire on December 31, 2022. Chairman Carrasco asked if there were any comments or questions. Steve Brubaker asked about the status of the two former Planning Commission members who have pending litigation against the Township. Ms. Hohenadel answered that this is pending, there is nothing actively happening. The two open positions should be filled in order for the Planning Commission to continue and stated that if a decision comes back in favor of the plaintiffs it might require someone to step down. There were no other questions or comments. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to appoint Charles B. Shupp to fill the vacant term on the East Cocalico Planning Commission, which term shall expire on December 31, 2025. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

TRANSPORTATION IMPACT FEE ADVISORY COMMITTEE (TIFAC): MEMBERSHIP RESIGNATION: Mr. Hession noted that Committee Member Kerry Haas indicated at the last TIFAC meeting he was resigning.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to accept, with regrets, the resignation of Kerry Haas from the East Cocalico Township from the Transportation Impact Fee Advisory Committee effective immediately. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

REAMSTOWN COMMUNITY POOL - CHEMICAL CONTROLLER AND APPLICATION SYSTEM: Mr. Hession highlighted the proposal received from Aqua Docs, and the following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to contract with Aqua-Docs to purchase and install a pool warden-dual body of water chemical control and application system with internet reporting at a cost of \$8,750.00; two (2) stenner pumps, if required, at a cost of \$395.00 per pump; and weekly testing/reporting/calibrating the pool chemicals at a cost of \$110.00 per week; per estimate #423477 dated April 22, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

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ACTION ITEMS:

(CONTINUED)

RESOLUTION NO. 2022-07, TRICK-OR-TREAT POLICY: Mr. Hession highlighted. Chairman Carrasco read the entire Resolution out loud. Some questions were asked which were answered. The following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to adopt Resolution No. 2022-07 establishing the official policy for Trick-or-Treat night in East Cocalico Township. Chairman Carrasco asked if there were any comments or questions; there were some which was answered. There were no other questions. Motion carried (3/0).

SR 272 AND CHURCH STREET ROUNDABOUT STUDY - UPDATE: Mr. Schick was present to discuss and review the traffic impact study for the roundabout. The plan was displayed on the screen. Lengthy discussions continued. Comments and questions were asked which were answered. The Supervisors discussed and agreed to hold a special Roundabout Meeting for the area businesses and general public for further discussions. The Special Meeting will be scheduled for Thursday, May 26th at 7:00 p.m. at the Reamstown Fire Company.

TRAFFIC SIGNAL PRE-EMPTION IMPROVEMENTS: UPDATED: Mr. Hession discussed noting that there are seven traffic signals within the Township and only five of the signals have pre-emption devices. The two signals that do not have the pre-emption device are: (1) SR 272 and Rt 897, and (2) SR 272 and Garden Spot Road. Rettew provided a cost estimate to draft and process the required permit application at a cost of \$2,700 per signal. C.M. High provided an estimate for the purchase and installation of the pre-emption equipment at these two signal locations and the cost totaled \$12,000 per intersection. The cost to place the equipment in the nine police vehicles will total \$200.00 per vehicle, or \$1,800.00. for the permitting, equipment, and police vehicles for both signals are approximately \$31,200.00. ARPA funding can be used for the pre-emption changes. Chief Keppley asked that the Police vehicles are not done until the signals are completely set up. Discussions were held and the following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to contract with Rettew to install and modify the traffic signal permits and processes with PennDOT for pre-emption devices located at the traffic signals: (1) SR 272 and Rt 897, and (2) SR 272 and Garden Spot Road at a cost of approximately \$2,700.00 per traffic signal. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. There were no other questions. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to contract with C.M. High to install the pre-emption equipment at the traffic signals located at: (1) SR 272 and Rt 897, and (2) SR 272 and Garden Spot Road at a total cost of \$24,000 for both intersection traffic signals as per their proposal dates May 5, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

TEMPORARY EASEMENT AGREEMENT, 3 ROSEMONT DR – McCULLEY: Mr. McCrea highlighted.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to authorize the Board of Supervisors to execute the Temporary Access Easement Agreement between James M. McCulley, Jr., 3 Rosemont Drive, Denver, PA 17517 and East Cocalico Township, to complete the Rose Hill Basin MS4 Retrofit Project. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

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ACTION ITEMS:

(CONTINUED)

TEMPORARY EASEMENT AGREEMENT, 1 ROSEMONT DR – STARK: Mr. McCrea highlighted.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to authorize the Board of Supervisors to execute the Temporary Access Easement Agreement between Brenda S. Stark, 1 Rosemont Drive, Denver, PA 17517 and Cocalico Township, to complete the Rose Hill Basin MS4 Retrofit Project. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

FS4 GRANT AWARD AGREEMENT, 171 STEVENS ROAD – HOOVER: Mr. Hession highlighted, and the following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to revise the Farmers Saving Soil – Stopping Sediment (FS4) Grant Award Agreement between East Cocalico Township and Warren E. and Christine E. Hoover, 171 Stevens Road, Stevens, PA 17578, totaling 127.0 acres for conservation tillage with a 30-59% residue on parcels 080-15372-0-0000, 080-44592-0-0000, and 080-88668-0-0000, for a total grant award of \$19,050.00, which was approved during the April 21, 2022 Board of Supervisors meeting, and to approve the Farmers Saving Soil – Stopping Sediment (FS4) Grant Award Agreement between East Cocalico Township and Warren E. and Christine E. Hoover, 171 Stevens Road, Stevens, PA 17578, totaling 125.0 acres for conservation tillage with a 30-59% residue on parcels 080-15372-0-0000, 080-44592-0-0000, and 080-70548-0-0000, for a total grant award of \$18,750.00; and, to authorize the Township Manager to execute the required Grant Award Agreement on behalf of East Cocalico Township. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

DEPARTMENT REPORTS:

MANAGER - DRAFT TRUCK AND PARKING RESTRICTION ORDINANCE – REVIEW: Mr. Hession discussed the draft letter and Ordinance that is before the Supervisors to address truck issues at: (1) Wabash Road, (2) Line Road and 272, (3) 272 and Reamstown Road, and, to address stopping, standing, and parking regulations on South Muddy Creek Road and Trost Road. Discussions continued, and action concerning this ordinance is proposed for the May 19th Board of Supervisors Meeting.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to authorize the advertisement of the proposed Truck Traffic Ordinance for consideration of adoption at the May 19, 2022 Board of Supervisors Meeting. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

POLICE DEPARTMENT - POTENTIAL CONDITIONAL HIRE: FOR NEW OFFICER: Chief Keppley highlighted the Police Department report.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to approve a conditional offer of employment to Joseph Dougherty after completion of the background processes sometime after June 16, 2022. Chairman Carrasco asked if there were any comments or questions; there were some. No other questions were asked. Motion carried (3/0).

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DEPARTMENT REPORTS:

(CONTINUED)

DIRECTOR OF COMMUNITY DEVELOPMENT:

WRIGHT-EBERSON (BLACKHORSE WAREHOUSE) - REDEVELOPMENT ASSISTANCE CAPITAL PROGRAM (RCAP) GRANT (RESOLUTION 2022-08): Ms. Young highlighted and discussed the project and the Redevelopment Assistance Capital Program (RACP) grant totaling \$6,000,000 awarded for certain construction activities associated with the Black Horse Distribution Center Project and the Township's role as a passthrough for the funding from the state to the developer. Discussions continued on the Grant Application and Agreement

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize the Board of Supervisors to enact Resolution No. 2022-08, a Resolution of the Board of Supervisors authorizing the submission of an application for funding to the Commonwealth of Pennsylvania for the Redevelopment Assistance Capital Program ("RCAP") grant in the amount of six million dollars (\$6,000,000) for the purpose of demolition and sitework relating to the Blackhorse Distribution Center project; and further authorizing the Chairman of the Board of Supervisors to execute all documents between East Cocalico Township and the Commonwealth of Pennsylvania and certain other documents as required. Chairman Carrasco asked if there were any comments or questions; there were some. No other questions were asked. Motion carried (3/0).

TRU-DENVER - REPLACE LETTER OF CREDIT WITH CASH SECURITY: Ms. Young discussed.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to approve Tru-Denver's request to replace the existing \$25,000 letter of credit with cash in the same amount, to secure remaining site improvements at their development site. Chairman Carrasco asked if there were any comments or questions; there were some. No other questions were asked. Motion carried (3/0).

Ms. Young briefly highlighted the upcoming May 11, 2022 Zoning Hearing Board agenda items: 1 Sharp Avenue, and 1647 North Reading Road.

MS4 COORDINATOR: Mr. McCrea highlighted his report.

TREASURERS REPORT: LIST OF BILLS – AUTHORIZE LIST OF BILLS FOR PAYMENT: Secretary Mitchell highlighted the list of bills presented for approval.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Bonura, to approve the check payments for the "General Fund Bank Account" List of Bills in the amount of \$11,587.68 (starting date 04/22/2022 – ending date 05/04/2022). 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 Bonura, to approve the "Electronic" payment List of Bills in the amount of \$97,263.02 (payroll dated 04/27/2022 for pay period 04/10/2022 to 04/23/2022). 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 Bonura, to approve the "General Fund Bank Account" list of bills in the amount of \$24,195.30 (check date 05/05/2022). Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

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NEW BUSINESS: Chairman Carrasco noted that with the passing of Barry Weaver (East Cocalico Township Vacancy Board Member), the Board of Supervisors should consider a possible candidate in appointing someone to fill the vacancy. Randi Shober from the Cocalico Area Republican Committee presented Steve Brubaker as a candidate to fill that vacancy.

PUBLIC COMMENT: Eddy McAlanis asked some questions as it related to the Executive Sessions, asking if they are private meeting and what has been discussed not to be disclosed to the public. Chairman Carrasco answered. Eddy McAlanis noted that on Facebook someone knew information about these private meeting. The Board of Supervisors noted they have no idea what Mr. McAlanis is referring to with what is showing up on Facebook. Ms. Hohenadel noted the Supervisors do announce Executive Sessions when they were held and what it was held for, but specific details of the Executive Sessions are not disclosed.

ANNOUNCEMENTS: Chairman Carrasco announced that the next Board of Supervisors Meeting will be held on Thursday, May 19, 2022, at 7:00 p.m., in-person and via "live" Zoom held at the East Cocalico Township Municipal Building.

EXECUTIVE SESSION: An Executive Session will be held after tonight's meeting to further discussion Personnel Matters related to the Township Manager position. No decisions will be made.

ADJOURNMENT:

MOTION: There being no further business to come before the Board, Vice Chairman Bonura made a motion seconded by Secretary Mitchell to adjourn the meeting at 8:59 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:
[MAY 5, 2022 BOARD OF SUPERVISORS MEETING VIDEO](#)