

EAST COCALICO TOWNSHIP

BOARD OF SUPERVISORS MEETING

AGENDA

THURSDAY, MAY 19, 2022 AT 7:00 P.M.

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

- 1) CALL TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) HEARING**
 - a) ORDINANCE 2022-01: TRUCK TRAFFIC AND NO STOPPING, STANDING, AND PARKING RESTRICTIONS**
- 3) ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD**
- 4) PAST MEETING MINUTES APPROVAL:**
 - a) THURSDAY, MAY 5, 2022: BOARD OF SUPERVISOR MINUTES**
- 5) ACTION ITEMS:**
 - a) LAND PLANNING ENGINEER:**
 - **MT. ZION BAPTIST CHURCH: FINAL LAND DEVELOPMENT PLAN**
 - **395 MOHNS HILL RD (PREVIOUSLY YOUNDT): STORMWATER MANAGEMENT PLAN**
 - **9 WHITETAIL DRIVE: STORMWATER MANAGEMENT PLAN**
 - b) RESOLUTION 2022-09: PENNDOT TRAFFIC SIGNAL MAINTENANCE AGREEMENT**
 - c) C.M. HIGH BACKPLATE PROPOSAL: 272 & GARDEN SPOT AND 272 & 897**
 - d) C.M. HIGH 2022-2023: PREVENTATIVE MAINTENANCE AGREEMENT**
 - e) LANCASTER BICYCLE CLUB: COVERED BRIDGE CLASSIC (CBC) BICYCLE RIDE EVENT**
- 6) DEPARTMENT REPORTS:**
 - a) MANAGER**
 - **MUNICIPAL BUILDING GENERATOR: UPDATE**
 - **COUNTY ARPA GRANT APPLICATION: POLICE VEHICLES**
 - **GEHMAN SCHOOL ROAD BRIDGE: SIGNAGE CHANGES**
 - **ROAD DEPARTMENT SALT SHED STORMWATER MANAGEMENT PLAN**
 - **PROFESSIONAL SERVICES AGREEMENT: BECKER ENGINEERING**
 - **ADAMSTOWN AREA LIBRARY: READING PROGRAM REQUEST**

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.

6) **(CONTINUED)**

b) **POLICE DEPARTMENT**

c) **DIRECTOR OF COMMUNITY DEVELOPMENT**

- **RESOLUTION 2022-10: TECHNICON ENTERPRISES INC., II**
- **ZONING/BUILDING: CODE SERVICES APPOINTMENT**

d) **FINANCIAL ADMINISTRATOR**

e) **ROADMASTER**

f) **MS4 COORDINATOR**

7) **TREASURERS REPORT:**

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

8) **NEW BUSINESS:**

9) **PUBLIC COMMENT:**

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

10) **ANNOUNCEMENTS:**

a) **BUSINESS MEETING - SR 272 AND CHURCH STREET ROUNDABOUT:**

- **THURSDAY, MAY 26, 2022 @ 7:00 PM, HELD IN-PERSON AND VIA “LIVE” ZOOM AT THE REAMSTOWN FIRE COMPANY, 12 WEST CHURCH STREET, REAMSTOWN**

b) **NEXT SUPERVISORS MEETING:**

- **THURSDAY, JUNE 2, 2022 @ 7:00 PM, HELD IN-PERSON AND VIA “LIVE” ZOOM AT THE REAMSTOWN FIRE COMPANY, 12 WEST CHURCH STREET, REAMSTOWN**

11) **EXECUTIVE SESSION:**

12) **ADJOURNMENT**

BOARD OF SUPERVISORS MEETING THURSDAY, MAY 19, 2022

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, May 19, 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, and Recording Secretary Lisa A. Kashner (via Zoom)

Consultants: Township Solicitor Matt Creme from Nikolaus & Hohenadel, and Township Land Planning Engineer Casey Kerschner from Becker Engineering

Visitors in Attendance: Alan R. Fry, Larry Alexander, Anna Eckman, Don Eckman, Lorraine Kulp, Donald Miller, Sam Weaver, John B. Martinez, Suzie Mackley, Ron Forsyth, Monica G. Craig-Fry, and Seeran Mizii

Visitors via Zoom:* highl

*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.

Chairman Carrasco turned the meeting over to Township Solicitor Matt Creme for the hearing, Ordinance 2022-01.

HEARING – ORDINANCE 2022-01, TRUCK TRAFFIC AND NO STOPPING, STANDING, AND PARKING RESTRICTIONS: Mr. Creme stated that this evening's hearing was advertised on May 11, 2022 and is a legislative hearing to consider adopting an Ordinance that's titled truck traffic and no stopping standing and parking restrictions. This ordinance is enforceable by the Township Police Department, and will prohibit all trucks from turning right from Line Road onto Wabash Road; will prohibit trucks in excess of 30 feet in length from traveling on Wabash Road between Rt. 272 and Reamstown Road except those trucks making local deliveries; and will prohibit stopping, standing, and parking on both sides of South Muddy Creek Road from Stonehill Road to the Township boundary line, and on Trost Road from South Muddy Creek Road to Colonel Howard Boulevard. Traffic studies concerning the truck restrictions on Wabash Road were completed and approved by PennDOT. Following adoption of the ordinance, the current signs by and on Wabash Road will be removed and the required new signs will be installed by the Township's Road Department. Chairman Carrasco asked if there were any comments or questions, there were some which were answered. The following motion was made.

BOARD OF SUPERVISORS MEETING THURSDAY, MAY 19, 2022

HEARING – ORDINANCE 2022-01

(CONTINUED)

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to adopt Ordinance No. 2022-01, an Ordinance of the Township of East Cocalico, Lancaster County, Pennsylvania, amending Code of Ordinances Chapter 206, Article I, by deleting Section 206-12.1.C(1); Chapter 206, Article I, Section 206-12 to add to the list of streets on which right turns are prohibited; Chapter 206, Article I, Section 206-12.1 to add streets on which truck traffic is restricted; Chapter 206, Article I, Section 206-10 by adding to the list of streets on which stopping, standing, and parking is prohibited; and to authorize the installation and enforcement of street regulatory signage. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

The hearing was closed.

EXECUTIVE SESSIONS HELD: Chairman Carrasco announced that an Executive Session was held after the last meeting held on May 5, 2022 in reference to personnel matters to discuss the Township Manager position and the resumes that were received. No decisions were made.

PAST MEETING MINUTES APPROVAL: The May 5, 2022 Meeting Minutes were before the Supervisors for approval. Mr. Forsyth stated that in the Public Comment section it was noted that the Supervisors had no idea what Mr. McAlanis was referring to during the May 5, 2022 meeting. Mr. Forsyth indicated he could clarify this, and distributed copies of a letter to the Supervisors.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve the Thursday, May 5, 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. Kerschner highlighted the following plans.

MT. ZION BAPTIST CHURCH – FINAL LAND DEVELOPMENT PLAN: No representatives were present for this plan. Mr. Kerschner highlighted the project, and the following motion was presented.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to accept the written time extension offer as submitted by the applicant's consultant, dated May 12, 2022, which will extend the deadline for action on the Mt. Zion Baptist Church Final Land Development plan, until October 7, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

395 MOHNS HILL ROAD (PREVIOUSLY YOUNDT) – STORMWATER MANAGEMENT PLAN: No representatives were present for this plan. Mr. Kerschner highlighted the project, and the following motion was presented.

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 27, 2022, which will extend the deadline for action on the Stormwater Management Plan for 395 Mohns Hill Road, until May 18, 2023. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

**BOARD OF SUPERVISORS MEETING
THURSDAY, MAY 19, 2022**

ACTION ITEMS: LAND PLANNING ENGINEER: (CONTINUED)

9 WHITETAIL DRIVE – STORMWATER MANAGEMENT PLAN: No representatives were present for this plan. Mr. Kerschner highlighted the project, and the following motion was presented.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to (1) authorize a \$34,693 reduction in the current financial security being held by the Township for the 9 Whitetail Drive SWM Plan, resulting in the remaining financial security being reduced to \$3,340, and (2) authorize the Board of Supervisors to sign the updated Stormwater Management and Easement Agreement (SWMEA) for the 9 Whitetail Drive SWM Plan, when executed and certified by all necessary parties, and submitted to the township in a form acceptable to the Township and Township Solicitor. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

RESOLUTION 2022-09, PENNDOT TRAFFIC SIGNAL MAINTENANCE AGREEMENT: Mr. Hession highlighted, and the following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to adopt Resolution No. 2022-09 authorizing East Cocalico Township to submit the Traffic Signal Maintenance Agreement (TSMA) to PennDOT. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

C.M. HIGH BACKPLATE PROPOSAL – 272 & GARDEN SPOT AND 272 & 897: Mr. Hession highlighted, and the following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to contract with C.M. High to purchase the required aluminum traffic signal backplates with reflective borders for the traffic signals at SR 272 and SR 897 and SR 272 and Garden Spot Road at a total cost of \$6,100.00 as per the proposal dated May 13, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

C.M. HIGH 2022-2023 PREVENTATIVE MAINTENANCE AGREEMENT: Mr. Hession highlighted, and the following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to approve the C.M. High, Inc. 2022-2023 Traffic Signal Preventative Maintenance Agreement Proposal in the amount of \$2,895.00. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

LANCASTER BICYCLE CLUB – COVERED BRIDGE CLASSIC (CBC) BICYCLE RIDE EVENT: Mr. Hession highlighted, and the following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve the request received from the Lancaster Bicycle Club for the Annual Covered Bridge Classic (CBC) to take place on Sunday, August 21st. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

BOARD OF SUPERVISORS MEETING THURSDAY, MAY 19, 2022

DEPARTMENT REPORTS: MANAGER

MUNICIPAL BUILDING GENERATOR – UPDATE: Mr. Hession highlighted. Discussions were held. The following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to contract with Dynatech Generators for the purchase and installation of a Cummins 50kw Generator; an Eaton 400-amp automatic transfer switch; and to decommission the existing generator at a total cost of \$45,545.00 as per estimate #5842 dated April 28, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

COUNTY ARPA GRANT APPLICATION – POLICE VEHICLES: Mr. Hession highlighted that the Township has budgeted to purchase three (3) vehicles for the Police Department in 2022 Police vehicles and discussed the possibility of using those funds to leverage Lancaster County ARPA funding to purchase a total of six (6) vehicles for the Police Department. Discussions continued. Comments and questions were asked, which were answered. The following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to authorize the Township to submit a grant application to Lancaster County for ARPA Funding for the purchase of six (6) Police vehicles for East Cocalico Township. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

GEHMAN SCHOOL ROAD BRIDGE – SIGNAGE CHANGES: Mr. Hession noted that the Gehman School Road Bridge recently was inspected (the bridge is shared with Brecknock Township) and noted the deterioration of the beams requiring the load rating change for this bridge. The inspecting engineer recommended posting signs of a load rating of 16 tons for safety. It was recommended that an Ordinance be drafted with this change, and Mr. Hession to coordinate with Brecknock Township.

ROAD DEPARTMENT SALT SHED STORMWATER MANAGEMENT PLAN PROFESSIONAL SERVICES AGREEMENT – BECKER ENGINEERING: Mr. Hession highlighted the proposed salt shed and the need for a stormwater management plan and improvements to account for the additional impervious surface added to the property. Becker Engineering submitted a proposal to complete the analysis and plan and the Township's Road Crew will install the stormwater management facilities. Discussions continued and the following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to approve the proposal for professional services submitted by Becker Engineering for the Township salt shed building stormwater management plan at a cost of \$7,800.00, as per the proposal dated May 16, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

ADAMSTOWN AREA LIBRARY – READING PROGRAM REQUEST: Mr. Hession discussed the Adamstown Library's request for a donation from the Township to use as prizes to help support their Summer Reading Program.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to donate five (5) individual pool passes for the Adamstown Area Library as incentives for their contest prizes for their 2022 Summer Reading Program. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

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DEPARTMENT REPORTS: MANAGER

(CONTINUED)

Mr. Hession noted a correction to the Township Newsletter, that the Reamstown Pool closes at 5pm on days that the Swim Team Meets are held, and not 6pm. The Township website will be updated.

POLICE DEPARTMENT SERGEANT RETIRING - CHRIS PROGIN: Chief Keppley read a letter that was received from Sergeant Progin in reference to his retirement date. ▪ Received a letter from the Lancaster County DUI Council stating that Sergeant Logan High will be presented on June 19th with the Department's Top Gun Award for his 19th DUI arrest since 2021, noted that Officer High also received the award last year. ▪ Officers continue in training in the Crisis Intervention Training. ▪ Chief Keppley thanked all area businesses for their contributions for the National Night Out event.

DIRECTOR OF COMMUNITY DEVELOPMENT: Ms. Young highlighted Resolution 2022-10 for the appointment of Technicon Enterprises Inc. as of July 5th. Discussions were held. Comments and questions were asked which were answered. The following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to adopt Resolution No. 2022-10 – a Resolution of the Board of Supervisors of East Cocalico Township, Lancaster County, Pennsylvania, appointing Technicon Enterprises Inc., II as the Township's third party Construction Code Agency, and Michael Reinert of Technicon Enterprises Inc., II, as the Township's Building Code Official pursuant to the Pennsylvania Construction Code Act and terminating Construction Code Official Authority of Commonwealth Code Inspection Service, Inc. and Andrew Nelson of Commonwealth Code Inspection Service, Inc. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other questions were received. Motion carried (3/0).

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to appoint Technicon Enterprises Inc., II to administer and enforce East Cocalico Township's Zoning Ordinance, Stormwater Management and Earth Disturbance Ordinance, property maintenance, and other codes, and to appoint Edgar Nelson of Technicon Enterprises Inc., II as East Cocalico Township's Zoning Officer, Stormwater Enforcement Officer, and Code Official as authorized by Section 614 of the Pennsylvania Municipalities Code, Section 220-147.A(1) of the East Cocalico Township Zoning Ordinance, Section 185-10.F of the East Cocalico Stormwater Management and Earth Disturbance Ordinance, and as otherwise provided by the code of the Township of East Cocalico. The appointment shall take effect July 5, 2022. Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other questions were received. Motion carried (3/0).

ZONING/BUILDING CODE SERVICES: Ms. Young highlighted. Discussions were held.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to terminate the contract of Associated Building Inspections (ABI) to provide interim Zoning and Code Enforcement Officer services to East Cocalico Township, and to provide 30-day notification to ABI as required by the contract. The termination shall be effective as of July 4, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

**BOARD OF SUPERVISORS MEETING
THURSDAY, MAY 19, 2022**

DEPARTMENT REPORTS:

(CONTINUED)

FINANCIAL ADMINISTRATOR: Ms. Lumis highlighted her reports. Lengthy discussions were held. Comments and questions were asked which were answered. A proposed Resolution is suggested to be presented at an upcoming Board of Supervisors Meeting.

ROADMASTER: Mr. Hession highlighted the Roadmasters report.

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 Chairman Carrasco, to approve the check payments for the "General Fund bank account" list of bills in the amount of \$139,272.50 (starting date 5/06/2022 – ending date 5/18/2022). Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other questions were received. 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 \$80,740.49 (payroll dated 05/11/2022 for pay period 04/24/2022 to 05/07/2022). 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 check payments for the "general fund bank account" list of bills in the amount of \$119,273.84 (check date 5/19/2022). Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other questions were received. Motion carried (3/0).

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve the check payments for the "light fund bank account" list of bills in the amount of \$13,347.86 (check date 5/19/2022). Chairman Carrasco asked if there were any comments or questions; there were some which were answered. No other questions were received. Motion carried (3/0).

Secretary Mitchell highlighted the results of the Cocalico School District’s fuel bids noting the significant changes in the prices increasing. Budgeting for next year was discussed. Lengthy discussions continued. Comments and questions were asked which were answered. Discussions were held concerning the annual donation to the Fire Companies and the Adamstown Library. The Supervisors agreed to hold the presentation of donations at the next Board of Supervisors Meeting that is held at the Township Municipal building, which is June 16th.

NEW BUSINESS: Nothing to report.

BOARD OF SUPERVISORS MEETING THURSDAY, MAY 19, 2022

PUBLIC COMMENT: Suzie Mackley asked if someone sitting on a Township Committee must the person be a resident of the Township, and Mr. Creme noted that if the person is not a resident, but is a business person, they can sit on a Township Committee.

ANNOUNCEMENTS: Chairman Carrasco announced that a Special Business Meeting will be held on the SR 272 and Church Street Roundabout. This meeting will be held at 7:00 p.m. at the Reamstown Fire Company, 12 West Church Street, Reamstown, and held as in-person and via "live" Zoom.

Chairman Carrasco also announced that the next Board of Supervisors Meeting will be held on Thursday, June 2, 2022, at 7:00 p.m., in-person and via "live" Zoom held at the Reamstown Fire Company, 12 West Church Street, Reamstown.

EXECUTIVE SESSION: Vice Chairman Bonura requested an Executive Session to be held after tonight's meeting for discussions on Personnel Matters related to the Township Manager position. No decisions are expected to be made.

ADJOURNMENT:

MOTION: There being no further business to come before the Board, Chairman Carrasco made a motion seconded by Vice Chairman Bonura to adjourn the meeting at 8:55 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 19, 2022 BOARD OF SUPERVISORS MEETING VIDEO](#)**