

EAST COCALICO TOWNSHIP

BOARD OF SUPERVISORS MEETING

AGENDA

THURSDAY, JULY 21, 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) RECOGNITION / COMMENDATION:**
 - ☆ **OFFICER SHANE JOHNSON: COMMENDATION**
 - ☆ **OFFICER KEITH McCABE: COMMENDATION**
 - ☆ **OFFICER LOGAN HIGH: 18 DUI ARRESTS**
- 3) ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD**
- 4) PAST MEETING MINUTES APPROVAL:**
 - a) THURSDAY, JULY 7, 2022: BOARD OF SUPERVISOR MEETING MINUTES**
- 5) ACTION ITEMS:**
 - a) LAND PLANNING ENGINEER:**
 - **EARTH, TURF & WOOD: FINANCIAL SECURITY REDUCTION**
- 6) DEPARTMENT REPORTS:**
 - a) POLICE DEPARTMENT: K9 UNIT PRESENTATION/DISCUSSION**
 - b) DIRECTOR OF COMMUNITY DEVELOPMENT:**
 - c) FINANCIAL ADMINISTRATOR:**
 - **RESOLUTION 2022-14: AMERICAN RESCUE PLAN ACT (ARPA) BUDGET ADJUST**
 - **2022 DUE FROM OTHER FUNDS RECONCILIATION: GENERAL FUND - CASH TRANSFER MOTIONS**
 - **TOSHIBA IMAGING: PROPOSAL**

d) ROADMASTER REPORT:

- **NEW ROAD CREW TRUCK PURCHASE:** APPLE CHEVROLET OF YORK
 - *AMEND ORIGINAL CONTRACT (PREVIOUS MOTION) WITH TURNER CHEVROLET (APPROVED ON 01/03/2022)*
- **EM KUTZ:** NEW PROPOSAL UPFITTING “STROBES, PLOW, LIFT GATE”
 - *AMEND PREVIOUS CONTRACT WITH EM KUTZ (APPROVED ON 01-20-2022)*

e) MS4 COORDINATOR

7) TREASURERS REPORT:

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

8) NEW BUSINESS:

9) OLD BUSINESS:

- a) LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA):** EXTENSION TO PROGRAM (PROPOSED ORDINANCE): *TABLED, PENDING SCHOOL & COUNTY RESPONSE*
- b) CHEVY IMPALA:** PICTURES TAKEN – TO BE PLACED ON GOVDEALS WEBSITE

10) PUBLIC COMMENT:

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

11) ANNOUNCEMENTS:

- a) NEXT SUPERVISORS MEETING:** THE NEXT BOARD OF SUPERVISORS MEETING WILL BE HELD THURSDAY, AUGUST 4, 2022 @ 7:00 PM, AS IN-PERSON AND VIA “LIVE” ZOOM AT THE EAST COCALICO TOWNSHIP MUNICIPAL BUILDING, 100 HILL ROAD, DENVER
- b) UPCOMING COCALICO LEADERS MEETING:**

12) EXECUTIVE SESSION:

13) ADJOURNMENT

BOARD OF SUPERVISORS MEETING THURSDAY, JULY 21, 2022

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, July 21, 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 (via Zoom)

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

Consultants: Township Solicitor Bernadette McKeon Hohenadel from Nikolaus & Hohenadel, and
Casey Kerschner from Becker Engineering

Visitors in Attendance: Lorraine Kulp, Nelson Ilgen, Kerry Haas, Barry Garner, Donald Miller, Alan & Monica
Fry, Don & Anna Eckman, Jarod Hynson, Jeff Garner, Steve Brubaker, Dan Burton,
Larry Alexander, Doug Mackley and Suzie Mackley

Visitors via Zoom:* Eric's iPhone, Donny Stover, Steve, and Bob

*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.

RECOGNITION / COMMENDATION - OFFICER SHANE JOHNSON, OFFICER KEITH McCABE, OFFICER LOGAN HIGH: Chief Keppley discussed, noting that Officer Johnson and Officer McCabe apprehended the suspect in recent Turkey Hill robberies. Chief Keppley read the letters of commendation to Officer Johnson and Officer McCabe from the County and Chairman Carrasco read letters of commendation from the Township. Chief Keppley discussed, noting that Officer High received a 2022 Lancaster County "DUI Top Gun" Award for 19 arrests. Chief Keppley read the letter of commendation to Officer High from the County and Chairman Carrasco read a letter of commendation from the Township. Pictures were taken. Applause. Chairman Carrasco read a heartfelt and sincere letter to the Officers, fellow Officers, support staff, and to the Police Chief on his position on the Community that is safe, secure, confident, and proud in all positions for continued growth for a great outlook for the future. Chairman Carrasco read a letter stating that he is extremely proud of the Police Department, thanking also the hidden and silent heroes in the background, the families, and support networks of all. Applause.

EXECUTIVE SESSIONS HELD: None.

Chairman Carrasco announced that Secretary Mitchell is present for tonight's meeting via Zoom.

BOARD OF SUPERVISORS MEETING THURSDAY, JULY 21, 2022

PAST MEETING MINUTES APPROVAL: The July 7, 2022 Board of Supervisor Meeting Minutes were before the Supervisors for approval.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to approve the Thursday, July 7, 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 Land Planning item.

EARTH, TURF & WOOD – FINANCIAL SECURITY REDUCTION: Jarod Hynson was present for the plan and the reduction of the Letter of Credit (LOC). Mr. Hynson requested to reduce the LOC down to \$10,000 with the stipulation that he will take care of the Becker Engineering punch list of items. Casey Kerschner discussed the punch list items. Discussions continued, and the following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to authorize a \$451,845.00 reduction in the current financial security being held by the Township for the Earth, Turf, & Wood Preliminary/Final Land Development and Lot Add-On Plan, resulting in the remaining financial security being reduced to \$20,000.00. Chairman Carrasco asked if there were any comments or questions; there were some comments and questions on the pole and the cost of the pole. No other comments or questions were asked. Motion carried (3/0).

DEPARTMENT REPORTS: Chief Keppley highlighted the Police Department report.

POLICE DEPARTMENT – K9 UNIT PRESENTATION/DISCUSSIONS: Chief Keppley noted that August 2nd is the National Night Out at the Reamstown Park starting at 6:30p.m. • Corporal Luongo presented a Power Point presentation on the proposed K9 Unit. Discussed was the funding, scheduling, liability, fundraising, donations, tax exempt non-profit, dog/handler training, vehicle, maintenance training, veterinarian care, and other expenses. Secretary Mitchell stated that he met with Chief Keppley to go over some of the financials and what the true cost to the Township would be. Chief Keppley looked into why Spring Township ended their K9 program, and it was noted that their dog retired after 8 years and another after 9 years. Discussions were held. Comments and questions were asked which were answered. Chairman Carrasco stated that the Supervisors will review the handouts, and asked that Corporal Luongo come back for some follow up questions. Chief Keppley thanked them for the presentation. Applause.

DIRECTOR OF COMMUNITY DEVELOPMENT: Sharyn Young highlighted her report, noting that notification was received from Ephrata Township to participate in funding the traffic signal plan to add the emergency vehicle pre-emption capabilities, Technicon took over building and zoning services for the Township on July 5th, and a Right-To-Know request was recently completed taking over 80+ hours to complete.

FINANCIAL ADMINISTRATOR:

2022 DUE FROM OTHER FUNDS RECONCILIATION – GENERAL FUND CASH TRANSFER MOTIONS: Ms. Lumis discussed the cash transfers that were before the Supervisors tonight. Lengthy discussions were held and the following motions were made.

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FINANCIAL ADMINISTRATOR: (CONTINUED)

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to authorize the Township Treasurer (Secretary Mitchell) and Township Financial Administrator (Judi Lumis) to work with both Univest Bank and Trust, and Ephrata National Bank to make money transfers in Ephrata National Bank accounts in order to maximize interest earned by the Township on its bank deposits, and will only act if the interest rate offer is above .25%. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to transfer \$11,019.48 from the (ENB) Police Retirement Checking Account to the Univest Police Retirement Money Market Account. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to transfer \$68,500.00 from the (ENB) Pool Checking Account to the (EBB) General Fund Checking Account. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to transfer \$3,823.05 from the (ENB) Light Fund Checking Account to the (ENB) General Fund Checking Account. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to transfer \$2,843.85 from the (ENB) Hydrant Fund Checking Account to the (ENB) General Fund Checking Account. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to transfer \$10,953.50 from the Univest Recreation Money Market Account to the Univest General Fund Money Market Account. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to transfer \$28,683.91 from the Univest Traffic Impact Money Market Account to the Univest General Fund Money Market Account. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to transfer \$85,947.78 from the Univest American Rescue Plan Money Market Account to the Univest General Fund Money Market Account. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to transfer \$34,693.00 from the (ENB) Developer Escrow Checking Account to the (ENB) General Fund Checking Account. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

RESOLUTION 2022-14, AMERICAN RESCUE PLAN ACT (ARPA) BUDGET ADJUST: Ms. Lumis highlighted a budget adjustment to increase the expense in the Traffic Pre-Emption account to \$28,450.00 since reimbursement will be received from Ephrata Township in the amount of \$8,850.00.

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FINANCIAL ADMINISTRATOR: (CONTINUED)

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to adopt Resolution 2022-14 for the increase expense for the Traffic Pre-Emption. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

Ms. Lumis discussed the grant proposal submitted to the County for ARPA funding for two bridges (Hill Road and White Oak Road). The cost estimates came in from Rettew. Hill Road bridge estimate is \$296,000.00. White Oak Road bridge estimate is \$338,400.00. The Supervisors held discussions on submitting to the County.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve Judi Lumis and Ken McCrea to submit the grant application asking for a 50% match for the two projects (Hill Road bridge and White Oak Road bridge). Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

Ms. Lumis discussed Toshiba, a system for digitizing, encrypting, and the of cost operations. Comments and questions were asked which were answered. Two proposals were presented, a monthly lease, at a cost of \$910.86, and another proposal were presented. Discussions continued. The Supervisors agreed for Ms. Lumis to research other companies and look into whether the system is compatible with CS Datum, and to gather more information to see what else is out there. Ms. Lumis highlighted the budget status report, the balance sheet, and the ARPA balance sheet. Discussions continued.

ROADMASTER REPORT: Mr. Hoffert highlighted the Roadmaster report dated July 15, 2022. Mr. Hoffert discussed the Apple Chevrolet truck purchase, and the EM Kutz new proposal upfitting with strobes, plow, and lift gate.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve the purchase of a new truck, a 2022 Chevy 2500 from Apple Chevrolet for a cost of \$48,893.95, and to amend the previous motion from Turner Chevrolet by removing the gate. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to contract with EM Kutz for the accessories for the Fisher plow, lift gate, and strobes in the amount of \$15,680.00, and to cancel out the previous estimate received for \$24,622.00. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MS4 COORDINATOR: Ken McCrea stated the he is finishing up the BMP inspections, there were 70 people that have responded to the letter.

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 \$49,583.14 (starting date 7/08/2022 – ending date 7/20/2022). Chairman Carrasco asked if there were any comments or questions; there were some which were answered. Motion carried (3/0).

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TREASURERS REPORT: *(CONTINUED)*

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Bonura, to approve the “Electronic” Payment list of bills in the amount of \$86,792.44 (Payroll dated 07/20/2022 for pay period 07/03/2022 to 07/16/2022). 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 "Hydrant Fund Bank Account" list of bills in the amount of \$16,110.00 (check date 7/21/2022). 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 \$87,530.77 (check date 7/21/2022). 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 \$23,056.59 (check date 7/21/2022). Chairman Carrasco asked if there were any comments or questions; there were some which were answered. Motion carried (3/0).

NEW BUSINESS: Nothing to report.

OLD BUSINESS CONTINUED DISCUSSIONS:

LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA) – EXTENSION TO PROGRAM (PROPOSED ORDINANCE): Sharyn Young stated that we still have not heard back, noting that the County wants to hear from the School District first before making a decision, and the School District is to hold a School Board Meeting sometime soon and will have it placed on the Agenda.

CHEVY IMPALA – DISCUSSION: Vice Chairman Bonura discussed, noting that pictures were taken and will be placed on GovDeals sometime in the next couple weeks after staff training.

Chairman Carrasco highlighted some items: The Cocalico Area Leaders Meeting is scheduled on Tuesday, July 26th at 7:00 p.m. held at the Adamstown Library. ▪ The Township Manager position search is proceeding, the profile was completed and the advertisements are being placed. ▪ Chairman Carrasco talked with County Commissioner Trescot would like to come to one of the Township Meetings, and it was noted Mr. Trescot will attend the September 1st Board of Supervisors Meeting which will be held at the Smokestown Fire Hall, to sit in on a meeting and answer any questions the community may have. ▪ Chairman Carrasco noted that there were no administrative meetings held this past week between the Board of Supervisors.

PUBLIC COMMENT:

Dan Burton noted that he has been trying to find codes/Ordinances as it relates to non-commercial livestock, specifically as it relates to chickens. Secretary Mitchell highlighted and Ms. Young discussed noting that the lesser dense areas may be more suitable. Discussions continued. Ms. Young to look into this further. ▪ Doug Mackley discussed the previous meeting on a vote that Vice Chairman Bonura did not vote on. Vice Chairman

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PUBLIC COMMENT:

(CONTINUED)

Bonura answered that he appreciates Mr. Mackley's concerns, but he cannot answer. Jeff Garner noted that this question is asked before, and questioned why the Chairman doesn't move the meeting along since the same questions and answers are given, and Chairman Carrasco answered that the point of these meeting is for the public to express their thoughts. ▪ Jeff Garner questioned the recycling business, and Ms. Young answered that the name of the business is Pure Cycle.

ANNOUNCEMENTS: Chairman Carrasco announced that the next Board of Supervisors Meeting will be held on Thursday, August 4, 2022, at 7:00 p.m., in-person and via "live" Zoom at the East Cocalico Township Municipal Building, and the Cocalico Area Leaders Meeting will be held on Tuesday, July 26th at 7:00 p.m. held at the Adamstown Library.

EXECUTIVE SESSION: None.

ADJOURNMENT:

MOTION: There being no further business to come before the Board, Vice Chairman Bonura made a motion seconded by Chairman Carrasco to adjourn the meeting at 9:31 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:
[JULY 21, 2022 BOARD OF SUPERVISORS MEETING VIDEO](#)**