

EAST COCALICO TOWNSHIP

BOARD OF SUPERVISORS MEETING

AGENDA

THURSDAY, NOVEMBER 17, 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) **MEETING CALLED TO ORDER - PLEDGE OF ALLEGIANCE**
- 2) **PRESENTATION/DONATION**: POSITIVE IMPACT AFTER-SCHOOL PROGRAM (JUSTIN SHOBER)
- 3) **PRESENTATION/OVERVIEW**: ADAMSTOWN AREA LIBRARY (CAROLYN REISTE)
- 4) **HEARING TO CONSIDER ADOPTION OF ORDINANCE 2022-04**: AMENDING CHAPTER 220, ARTICLE II, SECTION 27(D)(2) OF THE EAST COCALICO TOWNSHIP CODE OF ORDINANCES BY ADJUSTING THE RADII OF THE WELLHEAD PROTECTION OVERLAY ZONE TO REFLECT CHANGES ADOPTED BY THE EAST COCALICO TOWNSHIP AUTHORITY
- 5) **ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD**
- 6) **PAST MEETING MINUTES APPROVAL**:
 - a) **THURSDAY, NOVEMBER 3, 2022**: BOARD OF SUPERVISORS MEETING MINUTES
 - b) **MONDAY, NOVEMBER 7, 2022**: BOARD OF SUPERVISORS WORKSHOP MEETING MINUTES
 - c) **THURSDAY, NOVEMBER 10, 2022**: BOARD OF SUPERVISORS WORKSHOP MEETING MINUTES
- 7) **ACTION ITEMS**:
 - a) **LAND PLANNING ENGINEER**:
 - **WABASH LANDING PH. 3, FINAL PLAN**: CONDITIONAL APPROVAL
 - **BLACKHORSE WAREHOUSE/WRIGHT PARTNER**: DISCUSSION/POTENTIAL REQUEST
 - b) **CDBG – STORMWATER PIPE LINING**: DISCUSSIONS
 - c) **FARLOW COMMUNICATIONS**: SYSTEM MAINTENANCE AGREEMENT (SMA)
 - d) **2023 TOWNSHIP MEETING CALENDAR**: CONSIDERATION TO SEND TO THE NEWSPAPER, PRINTER, AND ADD TO THE TOWNSHIP WEBSITE
 - e) **2023 WINTER NEWSLETTER**: CONSIDERATION TO SEND TO THE PRINTER
 - f) **VOLUNTEER FIREMAN’S RELIEF ASSOCIATION**: RELEASE OF STATE AID
 - g) **ALTERNATE TRANSPORTATION ENG.:** JIM DIMMERLING, DIMMERLING CONSULTING

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.

8) **DEPARTMENT REPORTS:**

a) **POLICE DEPARTMENT:**

➤ PATROL VEHICLE (TAURUS)

b) **DIRECTOR OF COMMUNITY DEVELOPMENT:**

➤ PETITION TO AMEND ZONING ORDINANCE: HOOVER TRUCK

➤ CARRIAGE HILL: STREET LIGHTS

c) **FINANCIAL ADMINISTRATOR: BALANCE SHEET ALL FUNDS (10/31/2022),
BUDGET STATUS REPORT ALL FUNDS (10/31/2022), 2023 PROPOSED FINAL BUDGET**

d) **ROADMASTER**

e) **MS4 COORDINATOR**

9) **TREASURERS REPORT:**

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

10) **MANAGEMENT ITEMS / INFORMATIONAL:**

a) **FARMING LEASE: ANDY RUTT**

b) **REINHOLDS AMBULANCE: SCHEDULE A JOINT MEETING**

c) **LANCASTER COUNTY REGIONAL MEETINGS: DISCUSSIONS OF GROWTH**

d) **TOWNSHIP BUILDING EXPANSION: AUTHORITY**

11) **OLD BUSINESS:**

a) **LIABILITY / INSURANCE PROPOSAL: MCGOWAN GOVERNMENTAL UNDERSWRITERS**

b) **K9 UNIT: POSSIBLE INTRODUCTION**

12) **PUBLIC COMMENT:**

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

13) **ANNOUNCEMENTS:**

a) **THURSDAY, DECEMBER 1, 2022 AT 7:00 PM: BOARD OF SUPERVISORS MEETING**

14) **EXECUTIVE SESSION:**

15) **ADJOURNMENT**

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BOARD OF SUPERVISORS MEETING THURSDAY, NOVEMBER 17, 2022

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, November 17, 2022 at 7:00 p.m., held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

Supervisors: Chairman Romao Carrasco, Vice Chairman Lorenzo Bonura, Secretary Jeffrey W. Mitchell

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

Consultants: Township Solicitor Matt Creme from Nikolaus & Hohenadel, Brent Lied and Casey Kerschner from Becker Engineering

Visitors in Attendance: Larry Alexander, Don Miller, Justin Shober, Nelson Ilgen, Alan & Monica Fry, Teri Maxwell, Brian Wise, Eric Fisher, Josh Boulton, Bill Rountree, Lynn Ebersole, Lonnie Fasnacht, Carolyn Reiste, Ron Forsyth, Joe Zimmerman, and Donny Stover

Visitors via Zoom:* Allen Maxwell, Suzie, John Doe, highl, Lorraine Kulp, Dan, Jamie Northey, Lorraine's iphone, and Donny Stover

*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.

PRESENTATION / DONATION – POSITIVE IMPACT AFTER-SCHOOL PROGRAM: Justin Shober, teacher at Denver Elementary School highlighted the Positive IMPACT program. Teaching boys in grades 3 thru 5 about values that can provide them with positive experiences in school and the community. Justin Shober attended tonight's meeting with a few of the boys to come out and present what the program does. Discussions continued. Everyone applauded.

PRESENTATION / OVERVIEW – ADAMSTOWN AREA LIBRARY: Carolyn Reiste, director of the Adamstown Library displayed on the screen and discussed the Adamstown Area Library, the programs available to the community and funding. Discussions continued.

Chairman Carrasco now turned the meeting over Matt Creme for the Hearing.

HEARING TO CONSIDER ADOPTION OF ORDINANCE 2022-04 – AMENDING CHAPTER 220 ARTICLE II, SECTION 27(D)(2) OF THE EAST COCALICO TOWNSHIP CODE OF ORDINANCES BY ADJUSTING THE RADII OF THE WELLHEAD PROTECTION OVERLY ZONE TO REFLECT CHANGES ADOPTED BY THE EAST COCALICO TOWNSHIP AUTHORITY: Matt Creme highlighted the proposed Ordinance, noted that it was advertised, and prepared. Sharyn Young gave Matt Creme exhibits, and Matt Creme marked them as Exhibit 1, 2, 3, and 4. Sharyn Young discussed in detail the proposed Ordinance. Lengthy discussions continued. No questions were asked and the following motion was made.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Bonura, to adopt Ordinance 2022-04, amending Chapter 220 (Article II, Section 27(D)(2)) by adjusting the radii of the wellhead protection overlay zone to reflect changes adopted by the East Cocalico Township Authority. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

Matt Creme announced that the hearing is now concluded, and can return to the regular scheduled meeting. Matt Creme turned the meeting over to Chairman Carrasco.

EXECUTIVE SESSIONS HELD: Chairman Carrasco announced Executive Sessions held on the following dates: (1) November 8th from 8am until approximately 9:15am for personnel matters, (2) the Budget Workshop Meeting was held on November 10th and during this meeting there were three Executive Sessions related to personnel, (3) November 11th the Board of Supervisors met along with the Financial Administrator from 1:00pm until 2:00pm meeting with the Insurance Broker from McGowan to present a proposal for informational purposes only, (4) November 11th met from 2:00pm until 3:20pm for an interview for a potential Township Manager, (5) November 16th met from 1:00pm until 2:15pm for Police personnel, and discussions on the Township Manager search, (6) November 17th met from 4:30pm until 5:45pm for a Township Manager interview.

BOARD OF SUPERVISORS MEETING THURSDAY, NOVEMBER 17, 2022

PAST MEETING MINUTES APPROVAL: 11/03/2022 BOARD OF SUPERVISORS MEETING MINUTES

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve the Thursday, November 3, 2022 Board of Supervisor Meeting Minutes. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

11/07/2022 BOARD OF SUPERVISORS WORKSHOP MEETING MINUTES

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to approve the Monday, November 7, 2022 Board of Supervisor Workshop Meeting Minutes. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

11/10/2022 BOARD OF SUPERVISORS WORKSHOP MEETING MINUTES

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve the Thursday, November 10, 2022 Board of Supervisor Workshop Meeting Minutes. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

ACTION ITEMS: LAND PLANNING:

WABASH LANDING PHASE 3, FINAL PLAN – CONDITIONAL APPROVAL (12/23/2022): Brent Lied discussed and highlighted the plan. Josh Boulton from Pioneer Management was in attendance for this plan. Discussions continued. The following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to conditionally approve the Final Phase 3 Subdivision Plan for Wabash Landing conditioned upon the applicant and the applicant's consultants addressing all outstanding items outlined in the Becker Engineering, LLC. review letter dated November 15, 2022, to the satisfaction of the Township, Township Zoning Officer, Township Solicitor, and Township Engineer. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

BLACKHORSE WAREHOUSE/WRIGHT PARTNERS (PURECYCLE) – PRELIMINARY/FINAL LAND SUBDIVISION AND DEVELOPMENT PLAN (12/23/2022): Brent Lied discussed and highlighted the plan. Representatives Lynn Ebersole and Eric Fisher were present to discuss the plan. Transportation impact studies were discussed with PennDOT. Lengthy discussions continued. Lynn Ebersole stated that February 1, 2023 is the first date in the lease they have with PureCycle, stating that they can walk after that date. Lengthy discussions continued on possibly separating the project into two different phases, and consideration to escrowing financial consideration. Discussions continued. Comments and questions were asked which were answered.

Secretary Mitchell highlighted Stoney Pointe Park and a proposed plan agreement for different recreation facilities to be put in place. Brent Lied highlighted noting it's the developers' obligation. A formal commitment from the Supervisors is not known. Discussions continued.

CDBG – STORMWATER PIPE LINING DISCUSSIONS: Ken McCrea discussed the re-bidding of the project, noting an insufficient number of bidders in the last round. Ken McCrea highlighted the two lining processes that were holding things up, and recommended putting a new bid packet out with using the potential of the two lining processes, noting that both linings achieve the same results. Casey Kerschner also highlighted the bidding processes for CDBG. Discussions continued. Comments and questions were asked which were answered.

FARLOW COMMUNICATIONS – SYSTEM MAINTENANCE AGREEMENT (SMA): Vice Chairman Bonura discussed, the SMA was before the Board. Discussions were held and the following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve the updated Farlow Communications Service Maintenance Agreement (SMA) reflecting the 20 additional hours, the replacement of the T1 circuit, upgrade to the SIP trunk lines, and to replace the nine battery backups on the phones for \$540.00. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

BOARD OF SUPERVISORS MEETING THURSDAY, NOVEMBER 17, 2022

2023 TOWNSHIP MEETING CALENDAR – CONSIDERATION TO SEND TO THE NEWSPAPER, PRINTER, AND ADD TO THE TOWNSHIP WEBSITE: Discussions were held. The Pension Meeting was discussed to change the time from 2:00 p.m. to 8:30 a.m.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve the 2023 Township Meeting Calendar, reflecting the changes in the meeting start times for the Planning Commission and the Zoning Hearing Board to 7:00 p.m., and the Uniformed Police Pension Committee Meetings to 8:30 a.m., and to send to the calendar to the newspaper, the printer, and to place on the Township website. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

2023 WINTER NEWSLETTER – CONSIDERATION TO SEND TO THE PRINTER: Discussions were held, noting that a picture is to come of the Supervisors, an updated picture of the Road Crew's truck, and the Reamstown Ambulance.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to approve the 2023 Township Winter Newsletter and to send to the printer after including the updated pictures of the Supervisors, Police vehicle, Road Crew truck, and the Reamstown Ambulance. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

VOLUNTEER FIREMAN'S RELIEF ASSOCIATION – RELEASE OF STATE AID: Judi Lumis discussed, noting that confirmation was received.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, approved releasing State Aid to the Relief Association. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

ALTERNATE TRANSPORTATION ENGINEER – JIM DIMMERLING OF DIMMERLING CONSULTING: Sharyn Young discussed the proposed appointment, noting that Matt Creme also recommended Jim Dimmerling.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to appoint Jim Dimmerling of Dimmerling Consulting as the East Cocalico Township Alternate Transportation Engineer effective immediately. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

DEPARTMENT REPORTS: POLICE DEPARTMENT: Chief Keppley highlighted the Police Department Report.

PATROL VEHICLE (TAURUS) PLACE ON MUNICIBID: Chief Keppley highlighted.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to placing the Police Department patrol vehicle, the 2015 Ford Interceptor Sedan on Municibid with a reserve of \$3,500.00. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

DIRECTOR OF COMMUNITY: Sharyn Young highlighted her report, Technicon's proposed 2023 fee schedule, and the petition for a proposed text amendment. Discussions continued.

MOTION: Vice Chairman Bonura made a motion, seconded by Secretary Mitchell, to approve referring the petition for a proposed text amendment to the Zoning Ordinance to allow heavy equipment service and repair facilities by special exception on certain properties located in the General Commercial (C-1) Zoning District to the East Cocalico Township Planning Commission and Lancaster County Planning Department for review. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

CARRIAGE HILL - STREET LIGHTS: Sharyn Young discussed. Comments and questions were asked which were answered. The following motion was made.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to authorize the Board of Supervisors to sign the PPL Agreement necessary for PPL to energize the streetlights in Carriage Hill Phases 3 and 4, as 80% of the homes are now occupied. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

Sharyn Young discussed the two Zoning Hearing Board applications received: 136 N. Muddy Creek Rd. and WICU, Inc.

BOARD OF SUPERVISORS MEETING
THURSDAY, NOVEMBER 17, 2022
(CONTINUED)

DEPARTMENT REPORTS:

FINANCE ADMINISTRATOR – BALANCE SHEET ALL FUNDS (10/31/2022), BUDGET STATUS REPORT ALL FUNDS (10/31/2022), 2023 PROPOSED FINAL BUDGET: Judi Lumis highlighted.

ROADMASTER: Bret Hoffert highlighted and discussed the Road Departments report.

MS4 COORDINATOR: Ken McCrea highlighted his report noting that the outfall inspections are finished.

TREASURERS REPORT:

LIST OF BILLS, AUTHORIZE 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 \$132,005.79 (starting date 11/01/2022 – ending date 11/16/2022). 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 “electronic” payment list of bills in the amount of \$83,641.57 (payroll dated 11/09/2022 for pay period 10/23/2022 to 11/05/2022). 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 \$61,948.62 (check date of 11/17/2022). 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 "light fund bank account" list of bills in the amount of \$13,350.62 (check date of 11/17/2022). Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

MANAGEMENT ITEMS / INFORMATIONAL: FARMING LEASE (ANDY RUTT): Secretary Mitchell highlighted stating that he had talked with Mr. Rutt, discussed the construction that could take place in the field that is being farmed. It was noted that there was no language in the current lease for early termination. Discussions continued on updating the lease agreement into two payments, and asked that Ken McCrea to calculate the farmed land on a percentage that would be lost due to construction. Discussions continued, to consult with Matt Creme on updating the Lease Agreement.

REINHOLDS AMBULANCE – SCHEDULE A JOINT MEETING: Chairman Carrasco highlighted. Discussions continued on the correspondence received from the Reinholds Ambulance requesting a meeting with the Supervisors concerning the potential a new ambulance vehicle. After discussions, it was determined to contact the representative to schedule them to come in for discussions/presentation at an upcoming Board of Supervisors Meeting.

LANCASTER COUNTY REGIONAL MEETING – DISCUSSIONS OF GROWTH: Chairman Carrasco discussed the informational item notification received from the County.

TOWNSHIP BUILDING EXPANSION – AUTHORITY: Tabled.

OLD BUSINESS:

LIABILITY / INSURANCE PROPOSAL – MCGOWAN GOVERNMENTAL UNDERWRITERS: Chairman Carrasco discussed; the Supervisors are in the process of currently looking at.

K9 UNIT – POSSIBLE INTRODUCTION: The Supervisors discussed. Discussions continued. Vice Chairman Bonura stated that he is in support of a K9 Unit. Lengthy discussions continued. It was noted that discussions will continue.

A motion was made to amend to tonight’s Agenda:

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve amending tonight’s Agenda for ARPA Funds discussions relative to the Fire Companies. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

BOARD OF SUPERVISORS MEETING
THURSDAY, NOVEMBER 17, 2022
(CONTINUED)

OLD BUSINESS:

Vice Chairman Bonura discussed the ARPA funding and the reimbursement of the Fire Companies fuel usage and/or any repairs the Fire Companies had on the Fire Company apparatus. The Fire Companies to be reached out to for their costs for potential reimbursement.

MOTION: Vice Chairman Bonura made a motion, seconded by Chairman Carrasco, to approve Lisa A. Kashner send the three Fire Companies/Reamstown Ambulance a letter requesting for any 2022 repair bills and 2022 fuel costs with validation of receipts/voided checks (auditable documents), with a potential ARPA reimbursement by the Board of Supervisors for the remainder of the ARPA funds, and to send this information to the Township by Friday, December 2, 2022. Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

PUBLIC COMMENT: Nothing to report.

ANNOUNCEMENTS: Chairman Carrasco announced the upcoming Board of Supervisors meeting will be held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver on Thursday, December 1, 2022 at 7:00 p.m.

Matt Creme discussed two upcoming meetings to be held with the Lancaster County Commissioners in reference to the Township's LERTA extension. Matt Creme stated he will be in attendance for both meetings, and asked the Supervisors for one of them to attend. After discussions, Chairman Carrasco agreed to attend the meetings.

EXECUTIVE SESSION: None.

ADJOURNMENT:

MOTION: There being no further business to come before the Board, Chairman Carrasco made a motion seconded by Vice Chairman Carrasco to adjourn the meeting at 10:00 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:
[NOVEMBER 17, 2022 BOARD OF SUPERVISORS MEETING VIDEO](#)