

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

THURSDAY, FEBRUARY 2, 2023 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) **WELCOME**: TOMMY RYAN, TOWNSHIP MANAGER
- 3) **RECOGNITION OF THREE OFFICERS**: BERKS FRATERNAL ORDER OF POLICE
- 4) **ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD**
- 5) **PAST MEETING MINUTES APPROVAL**:
 - a) **TUESDAY, JANUARY 12, 2023**: BOARD OF SUPERVISORS MEETING MINUTES
- 6) **ACTION ITEMS**:
 - a) **LAND PLANNING ENGINEER**:
 - **PURECYCLE – WRIGHT EBERSOLE**: PROJECT DISCUSSIONS
 - **VILLAGE AT EAST COCALICO (EC ASSOC.)**: TIME EXTENSION REQUEST
 - **WALMER SUBDIVISION PLAN**: TIME EXTENSION REQUEST
 - **MT. ZION BAPTIST CHURCH**: TIME EXTENSION REQUEST
 - **SLATEWOOD – ZIMMERMAN HOME BUILDERS**: TIME EXTENSION REQUEST
 - **GEHMANS MENNONITE SCHOOL**: DEFERRAL
 - **POSSESSKY**: RESOLUTION 2023-03, SEWER FACILITIES PLANNING MODULE
 - **ECT BUILDING**: WAIVER OF CHAPTER 194 REQUIREMENTS
 - **FOUR SEASONS PRODUCE**: FINANCIAL SECURITY REDUCTION
 - **CB DEVELOPMENT – GEHMANS SCHOOL ROAD** PROPOSED REZONING
 - **MEMORY GARDENS**: PROPOSED REZONING DISCUSSIONS
 - b) **FUEL SHARING AGREEMENT**: 2023-2024
 - c) **2015 FORD TAURUS**: PROPOSED APPROVAL OF MUNICIBID HIGH BIDDER
 - d) **CUSTOM COMPUTER**: SERVER HARDWARE UPGRADE

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.

- 7) **DEPARTMENT REPORTS:**
 - a) **POLICE DEPARTMENT**
 - b) **FINANCIAL ADMINISTRATOR:**
 - c) **ROAD MASTER**
 - d) **BUILDING / ZONING / SEO**
 - e) **MS4 COORDINATOR**
 - **ARPA FUNDING AGREEMENT / CERTIFICATION ACKNOWLEDGEMENT**
- 8) **TREASURERS REPORT:**
 - a) **LIST OF BILLS: AUTHORIZE LIST OF BILLS FOR PAYMENT**
- 9) **MANAGEMENT ITEMS / INFORMATIONAL:**
 - a) **GENERATOR FOR TOWNSHIP: UPDATE**
 - b) **WERT TRAIL EXTENSION FEASIBILITY STUDY: STEERING COMMITTEE**
 - c) **STATE ETHICS COMMISSION: FOLLOW UP LETTERS**
- 10) **NEW BUSINESS:**
- 11) **OLD BUSINESS:**
 - a) **BUILDING EXPANSION: CONTINUED DISCUSSIONS**
 - b) **UPDATE OF STREET LIGHTS: CARRIAGE HILL PH. 2 & 3**
 - c) **K9 UNIT – POLICE DEPARTMENT (PREVIOUSLY TABLED)**
 - d) **2023 HAULER LICENSE AGREEMENT: *Agreement pending from Purple Heart* (TABLED)**
- 12) **PUBLIC COMMENT:**
 - a) **PUBLIC COMMENT: NON-AGENDA ITEMS ONLY (STATE YOUR NAME)**
- 13) **ANNOUNCEMENTS:**

BOARD OF SUPERVISORS MEETINGS: IN-PERSON PUBLIC MEETING HELD AT 100 HILL ROAD, DENVER AND HELD VIA “LIVE” ZOOM: THURSDAY, FEBRUARY 16, 2023 @ 7PM
- 14) **EXECUTIVE SESSION**
- 15) **ADJOURNMENT**

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BOARD OF SUPERVISORS MEETING THURSDAY, FEBRUARY 2, 2023

The advertised meeting of the East Cocalico Township Board of Supervisors public meeting was called to order on Thursday, February 2, 2023 at 7:00 p.m. at East Cocalico Township, 100 Hill Road, Denver, PA 17517, and held via "live" Zoom.

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

Twp. Staff: Township Manager Tommy Ryan, Interim Police Chief Savage, MS4 Technician Ken McCrea, and Recording Secretary Lisa A. Kashner (via Zoom)

Consultants: Township Solicitor Matt Creme from Nikolaus & Hohenadel, Land Planning Engineer Brent Lied and Casey Kerschner from Becker Engineering, Transportation Engineer John Schick from Rettew

Visitors in Attendance: Alan R. Fry, Brian Wise, Sam Weaver, Don Miller, David Hollinger, Allen & Terri Maxwell, Lorraine Kulp, Larry Alexander, Donny Stover, Kerry Haas, Erik Grunzig, Jason Hollinger, Lonnie Fasnacht, Doug Mackley, Suzie Mackley, Dan & Toni Burton, Ron & Cheryl Forsyth, Darrick Keppley, Claudia Shank, Andy Baldo, Matt Close

Visitors via Zoom:* Guest, Ray, iPhone, Donny Stover

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

CALL TO ORDER, PLEDGE OF ALLEGIANCE: Chairman Bonura asked everyone in attendance to pledge allegiance to the Flag. ▪ Chairman Bonura stated that this meeting was duly advertised in accordance with the second-class Township code in the Lancaster Newspaper on December 7, 2022.

RECOGNITION OF THREE OFFICERS – BERKS FRATERNAL ORDER OF POLICE: Chairman Bonura turned the meeting over to Chief of Police Erik Grunzig of Brecknock Township and Berks County. Chief Grunzig highlighted a robbery that took in June 2022 in their jurisdiction. Multiple officers in other Counties were involved in apprehending the individual, including two Officers and a Detective in East Cocalico Township. Chief Grunzig recognized and presented awards to: Officer Shane Johnson, Detective Brandon Van Ausdal, Officer Keith McCabe.

EXECUTIVE SESSIONS HELD: Chairman Bonura announced the Executive Sessions held: January 24, 2023 from 10am-11:05am for personnel matters, January 25, 2023 from 3pm-3:25pm for personnel matters, January 30, 2023 from 8am-9:30am for police personnel, and February 2, 2023 from 6:15pm-7pm for an informational meeting.

PAST MEETING MINUTES APPROVAL: The January 12, 2023, draft Board of Supervisor Meeting minutes were before the Supervisors for approval.

MOTION: Vice Chairman Mitchell made a motion, seconded by Secretary Carrasco, to approve the Thursday, January 12, 2023 Board of Supervisor Meeting Minutes. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

ACTION ITEMS: **LAND PLANNING ENGINEER:**

PURECYCLE – WRIGHT EBERSOLE - PROJECT DISCUSSIONS: Claudia Shank from McNees Wallace & Nurick was present, discussing the plan in detail. Matt Creme, Brent Lied, Casey Kerschner, and John Schick also discussed. Plans were displayed on the screen. Comments and questions were asked which were answered.

**BOARD OF SUPERVISORS MEETING
THURSDAY, FEBRUARY 2, 2023**

ACTION ITEMS: LAND PLANNING ENGINEER: PURECYCLE (CONTINUED)

MOTION: Vice Chairman Mitchell made a motion, seconded by Secretary Carrasco, to granted conditional approval to the Preliminary Land Development Plan for Purecycle (Blackhorse Warehouse), Plan No 022-015 prepared by SR3 Engineers dated March 25, 2022 last revised December 9, 2022. Applicant Wright Partners is required to accept in writing the conditions of approval before any permits will be issued by the Township. The conditional approval of the Preliminary Land Development Plan by the Board of Supervisors is conditioned as such approvals to be noted in a follow-up letter, stating that the conditions are to be met and satisfied for final approval of the land development plan for this project. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

VILLAGE AT EAST COCALICO (EC ASSOC.) - TIME EXTENSION REQUEST: No one was present for this plan. Casey Kerschner highlighted the plan. The following motion was made.

MOTION: Chairman Bonura made a motion, seconded by Vice Chairman Mitchell, to accept the written time extension offer as submitted by the applicant's consultant, dated January 30, 2023, which will extend the deadline for action on the Village at East Cocalico Final Subdivision and Land Development Plan, until May 14, 2023. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

WALMER SUBDIVISION PLAN - TIME EXTENSION REQUEST: No one was present for this plan. Casey Kerschner highlighted the plan. The following motion was made.

MOTION: Chairman Bonura made a motion, seconded by Vice Chairman Mitchell, to accept the written time extension offer as submitted by the applicant's consultant, dated February 1, 2023, which will extend the deadline for action on the Walmer Subdivision Plan, until April 15, 2023. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

MT. ZION BAPTIST CHURCH- TIME EXTENSION REQUEST: No one was present for this plan. Casey Kerschner highlighted the plan. The following motion was made.

MOTION: Vice Chairman Mitchell made a motion, seconded by Secretary Carrasco, to acknowledge acceptance the written time extension offer as submitted by the applicant's consultant, dated January 4, 2023, which extended the deadline for action on the Mt. Zion Baptist Church – Final Land Development Plan until April 30, 2023. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

SLATEWOOD – ZIMMERMAN HOME BUILDERS - TIME EXTENSION REQUEST: No one was present for this plan. Casey Kerschner highlighted the plan. The following motion was made.

MOTION: Chairman Bonura made a motion, seconded by Vice Chairman Mitchell, to acknowledge acceptance of the written time extension offer as submitted by the applicant's consultant, dated January 10, 2023, which extended the deadline for action on the Slatewood Preliminary Subdivision Plan until September 29, 2023. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

GEHMANS MENNONITE SCHOOL - DEFERRAL: No one was present for this plan. Casey Kerschner highlighted the plan. The following motion was made.

MOTION: Chairman Bonura made a motion, seconded by Secretary Carrasco, to approve a deferral of the review and approval of the Gehmans Mennonite School Preliminary/Final Land Development Plan to Brecknock Township. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

**BOARD OF SUPERVISORS MEETING
THURSDAY, FEBRUARY 2, 2023**

ACTION ITEMS: LAND PLANNING ENGINEER

(CONTINUED)

POSSESSKY - RESOLUTION 2023-03, SEWER FACILITIES PLANNING MODULE: No one was present for this plan. Brent Lied highlighted the plan. The following motion was made.

MOTION: Chairman Bonura made a motion, seconded by Vice Chairman Mitchell, to adopt the Sewage Facilities Planning Module revision (DEP Code No. A3-36924-247-2) as signed by the Township SEO, and submitted by Berks Surveying & Engineering, Inc., for the Possessky property at 471 Hill Road, as Resolution 2023-03, and authorize the Municipal Secretary to sign all associated documentation for submission to DEP for review. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

ECT BUILDING - WAIVER OF CHAPTER 194 REQUIREMENTS: Scott Carl from the Authority was present. Casey Kerschner highlighted, proposing that the Supervisors approve their expansion as a small project. Discussions continued. Chairman Bonura discussed the Township building expansion and it's HVAC needs. Interim Chief Savage highlighted the need for space in the Police Department. Lengthy discussions continued on the HVAC/maintenance pricing. Scott Carl discussed the Authority's funding, ADA accessibility, noting that the bid awarding timeline is February 17, 2023. Secretary Carrasco discussed to do a contract/agreement for the consideration of the current Authority lease, to adjust that lease so that it is pro-rated for the specific portion of the project, noting that this will not impact the budget for this year, and to be worked out together in terms of a reduction in the lease portion. Discussions continued. Comments and questions were asked. Lengthy discussions continued, and the following motion was made.

MOTION: Secretary Carrasco made a motion, seconded by Chairman Bonura, to recommend that East Cocalico Township (ECT) to work with the East Cocalico Township Authority (ECTA), to move forward with the building expansion, and that ECT will commit to the financials of the ADA portion. Chairman Bonura asked if there were any comments or questions. Allen Maxwell and Dan Burton commented. There were no other comments or questions. Motion carried (3/0).

MOTION: Chairman Bonura made a motion, seconded by Vice Chairman Mitchell, to approve a waiver of the requirements of Chapter 194, as submitted by the East Cocalico Township Authority (ECTA) and supported by the East Cocalico Township's (ECT) DCD, and authorize the building expansion to be processed and approved under the small project requirements of the Stormwater Management Ordinance and appropriate building permitting regulations. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

FOUR SEASONS PRODUCE - FINANCIAL SECURITY REDUCTION: David Hollinger, and Jason Hollinger were present for this plan. Casey Kerschner highlighted the plan in detail. Comments and questions were asked which were answered. The following motion was made.

MOTION: Chairman Bonura made a motion, seconded by Secretary Carrasco, to authorize a \$231,492.34 reduction in the current financial security being held by the Township for the Four Seasons Produce – Preliminary/Final Land Development Plan, resulting in the remaining financial security being reduced to \$9,132.82, and to authorize the release of the existing letter of credit conditioned upon a cash escrow being established with the Township by Four Seasons in the amount of \$9,132.82, to be retained as the remaining financial security for the project. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

BOARD OF SUPERVISORS MEETING THURSDAY, FEBRUARY 2, 2023

ACTION ITEMS: **LAND PLANNING ENGINEER:** *(CONTINUED)*

CB DEVELOPMENT – GEHMANS SCHOOL ROAD PROPOSED REZONING: Andy Baldo, and Matt Close were present tonight for this plan to discuss the proposed rezoning request. Brent Lied highlighted the plan. Documents were distributed, displayed, and the representatives discussed in detail. Discussions were held. Comments and questions were asked which were answered. Secretary Carrasco noted that there may be a potential conflict with himself and therefore will not comment tonight, Secretary Carrasco to look into this then. Discussions continued. Chairman Bonura asked if there were any comments or questions. Allen Maxwell asked some questions, which were answered.

MEMORY GARDENS - PROPOSED REZONING DISCUSSIONS: Claudia Shank from McNees Wallace & Nurick was present to highlighted the proposed rezoning. Plans were displayed. Lengthy discussions continued. Comments and questions were asked which were answered. Doug Mackley asked some questions, which were answered.

FUEL SHARING AGREEMENT 2023-2024: Tommy Ryan highlighted. Discussions were held.

MOTION: Chairman Bonura made a motion, seconded by Vice Chairman Mitchell, to authorize the Board of Supervisors Chairperson to execute the 2023-2024 fuel agreement between East Cocalico Township and the Cocalico School District. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

2015 FORD TAURUS - PROPOSED APPROVAL OF MUNICIBID HIGH BIDDER: Tommy Ryan highlighted.

MOTION: Chairman Bonura made a motion, seconded by Vice Chairman Mitchell, to approve the high bid of \$6,000.00 received for the 2015 Ford Taurus received from the Municibid website. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

CUSTOM COMPUTER - SERVER HARDWARE UPGRADE: Tommy Ryan highlighted.

MOTION: Chairman Bonura made a motion, seconded by Vice Chairman Mitchell, to approve Custom Computer's server hardware upgrade in the amount of \$6,389.95 per their letter dated January 20, 2023 (quote #003988). Chairman Bonura asked if there were any comments or questions. Don Miller asked some questions. There were none. Motion carried (3/0).

DEPARTMENT REPORTS:

POLICE DEPARTMENT: Interim Chief Savage highlighted the Department's Report. Doug Mackley and Allen Maxwell asked some questions, which was answered.

MS4 COORDINATOR – ARPA FUNDING AGREEMENT / CERTIFICATION ACKNOWLEDGEMENT: Ken McCrea highlighted his report. Discussions were held, noting that documents reviewed by the Solicitor stated they will need signed.

MOTION: Chairman Bonura made a motion, seconded by Vice Chairman Mitchell, to approve the ARPA Funding Agreement and the Certification/Acknowledgement of the American Rescue Plan Act funds, to be signed by the Board of Supervisor Chairman. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

BOARD OF SUPERVISORS MEETING THURSDAY, FEBRUARY 2, 2023

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

MOTION: Vice Chairman Mitchell made a motion, seconded by Chairman Bonura, to approve the check payments for the "General Fund Bank Account" List of Bills in the amount of \$152,133.73 (starting date 01/13/2023 – ending date 01/19/2023). Chairman. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Mitchell made a motion, seconded by Chairman Bonura, to approve the check payments for the "General Fund Bank Account" List of Bills in the amount of \$146,886.86 (starting date 01/20/2023 – ending date 01/31/2023). Chairman. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Mitchell made a motion, seconded by Chairman Bonura, to approve the “Electronic” payment List of Bills in the amount of \$95,030.95 (payroll dated 01/18/2023 for pay period 01/01/2023 to 01/14/2023, and 4th quarter 2022 payroll taxes). Chairman. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Vice Chairman Mitchell made a motion, seconded by Chairman Bonura, to approve the check payments for the "Hydrant Fund Bank Account" List of Bills in the amount of \$16,110.00 (starting date 01/01/2023 – ending date 01/31/2023). Chairman. Chairman Bonura asked if there were any comments or questions; there were none. Motion carried (3/0).

MANAGEMENT ITEMS / INFORMATIONAL:

GENERATOR FOR TOWNSHIP – UPDATE: Tommy Ryan highlighted stating that the generator should be shipped next Wednesday to the contractors’ facility, and to arrive at the Township within the next 4-6 weeks. Discussions continued.

WERT TRAIL EXTENSION FEASIBILITY STUDY – STEERING COMMITTEE: Tommy Ryan highlighted noting that the first meeting to be held on February 23rd.

STATE ETHICS COMMISSION – FOLLOW UP LETTERS: Noted that this can be removed from the agenda since the Ethics received are with the State Ethics Commission now.

NEW BUSINESS: Nothing to report.

OLD BUSINESS CONTINUED DISCUSSIONS:

BUILDING EXPANSION – CONTINUED DISCUSSIONS: This item was discussed earlier in the meeting.

UPDATE OF STREET LIGHTS – CARRIAGE HILL PH. 2 & 3: Chairman Bonura discussed, noting that he has talked with the person in charge at PP&L and being looked at to be installed the first week of March weather permitting.

K9 UNIT – POLICE DEPARTMENT (PREVIOUSLY TABLED): No update at this time.

2023 HAULER LICENSE AGREEMENT: To date, Purple Heart’s Hauler Agreement has not been received.

**BOARD OF SUPERVISORS MEETING
THURSDAY, FEBRUARY 2, 2023**

PUBLIC COMMENT: Don Miller welcomed Interim Police Chief Savage and Tommy Ryan.

ANNOUNCEMENTS: Chairman Bonura announced that the next Board of Supervisors Meeting will be held on Thursday, February 16, 2023, at 7pm, in-person and via "live" Zoom held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver.

EXECUTIVE SESSION: Chairman Bonura announced that they will be going into Executive Session after this meeting for a personal matter, they will not be returning to the meeting.

ADJOURNMENT:

MOTION: There being no further business to come before the Board, Chairman Bonura made a motion seconded by Secretary Carrasco to adjourn the meeting at 10:46pm. Chairman Bonura 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:
[FEBRUARY 2, 2023 BOARD OF SUPERVISORS MEETING VIDEO](#)**