

**EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS
TOWNSHIP BUILDING
100 HILL ROAD, DENVER, PA
THURSDAY, JULY 20, 2023, 7:00 PM**

CALL TO ORDER by Chair Bonura at 7:00 PM

ATTENDANCE

Lorenzo Bonura, Chair	[X]
Jeff Mitchell, Vice Chair	[X]
Romao Carrasco	[X]

ANNOUNCEMENTS

- Chair Bonura announced the Board of Supervisors met in Executive Session on July 7, 2023 to discuss a personnel matter, in specific the Public Works Department Collective Bargaining Agreement, and a matter of potential litigation. Chair Bonura announced the Board of Supervisors met in Executive Session prior to this evening's meeting to discuss two personnel matters, in specific the Chief of Police position search and the Public Works Department Collective Bargaining Agreement, and a matter of potential litigation.

MEETING MINUTES

Chair Bonura made a motion to approve the June 15, 2023 Meeting minutes, revised to twice correct "Haas", at page 6. The motion was seconded by Mr. Mitchell.

There was no public comment.

By unanimous vote the motion was approved.

ACTION ITEMS

Resolution 2023-09 – Tommy Ryan, Township Manager, provided an overview of the process to dispose of certain public records, pursuant to State Law.

Chair Bonura noted the record categories and the record years proposed for disposal.

Chair Bonura made a motion to approve Resolution 2023-09, authorizing the disposal of certain public records in accordance with Act 428 of 1968, as last revised. The motion was seconded by Mr. Carrasco.

There was no public comment.

By unanimous vote the motion was approved.

Resolution 2023-10 – Mr. Ryan provided an overview of a resolution to grant Final Plan Approval for Phase I improvements proposed at the Mt. Zion Baptist Church at Denver Road.

Aristides Otero, Engineer for the Applicant, commented on the agreements and other documents to be provided by the Applicant.

Chair Bonura made a motion to approve Resolution 2023-10, granting Final Plan Approval for Mt. Zion Baptist Church, Phase I (LD 2018-01). The motion was seconded by Mr. Mitchell.

There was no public comment.

By unanimous vote the motion was approved.

ACME security release – Mike Reinert, Interim Township Engineer, recommended remaining security posted for improvements made at 500 South Muddy Creek Road be released.

Chair Bonura made a motion to approve the release, in full, of security posted for improvements made at 500 South Muddy Creek Road, in the amount of \$309,000.00. The motion was seconded by Mr. Mitchell.

There was no public comment.

By unanimous vote the motion was approved.

Catalyst security release – Mr. Reinert recommended security posted for improvements made at 425 South Muddy Creek Road be released.

Chair Bonura made a motion to approve the release, in part, of security posted for improvements made at 425 South Muddy Creek Road, in the amount of \$975,356.44. The motion was seconded by Mr. Mitchell.

There was no public comment.

By unanimous vote the motion was approved.

High Concrete security release – Mr. Reinert recommended remaining security posted for improvements made at 125 Denver Road be released.

Chair Bonura made a motion to approve the release, in full, of security posted for improvements made at 125 Denver Road, in the amount of \$299,290.78. The motion was seconded by Mr. Mitchell.

There was no public comment.

By unanimous vote the motion was approved.

Members 1st security release – Mr. Reinert recommended remaining security posted for improvements made at 2050 North Reading Road be released.

Chair Bonura made a motion to approve the release, in full, of security posted for improvements made at 2050 North Reading Road, in the amount of \$10,445.74. The motion was seconded by Mr. Mitchell.

There was no public comment.

By unanimous vote the motion was approved.

Village of East Cocalico (LD 2021-02) – Chair Bonura made a motion to extend the Pennsylvania Municipalities Planning Code review period for the Village of East Cocalico (LD 2021-02) to November 10, 2023. The motion was seconded by Mr. Carrasco.

There was no public comment.

The motion was approved, 2 to 0, with Mr. Mitchell abstaining due to a business relationship with the developer.

Air Methods Heliport – Chair Bonura made a motion to extend the Air Methods Heliport use at the Stevens Fire Company to October 20, 2023. The motion was seconded by Mr. Carrasco.

There was no public comment.

By unanimous vote the motion was approved.

Phase I Bog Turtle Habitat Assessment – Mr. Ryan provided an overview of a proposed Phase I Bog Turtle Habitat Assessment required for the Culvert Replacement Project.

Chair Bonura made a motion to execute an agreement to conduct a Phase I Bog Turtle Habitat Assessment as per the proposal submitted by RETTEW, dated June 14, 2023. The motion was seconded by Mr. Carrasco.

There was no public comment.

By unanimous vote the motion was approved.

Finance Department Procedures Manual – Mr. Ryan commented on having adequate back-up procedures to important municipal functions. Mr. Ryan noted current finance procedures proposed for back-up, including accounts payable, accounts receivable, bank statement and funds reconciliation, and budgeting.

Chair Bonura made a motion to execute an agreement to prepare a Finance Department Procedures Manual as per the proposal submitted by Government Finance Solutions, dated June 28, 2023. The motion was seconded by Mr. Mitchell.

There was no public comment.

By unanimous vote the motion was approved.

TREASURER'S REPORT

Mr. Mitchell made a motion to approve the check payments for the General Fund Bank Account list of bills in the amount of \$82,704.94, for the week of June 22, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the General Fund Bank Account list of bills in the amount of \$62,931.03, for the week of June 29, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the General Fund Bank Account list of bills in the amount of \$93,812.43, for the week of July 6, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the General Fund Bank Account list of bills in the amount of \$102,365.32, for the week of July 13, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the General Fund Bank Account list of bills in the amount of \$198,960.47, for the week of July 20, 2023. The motion was seconded by Chair Bonura.

Mr. Carrasco and Mr. Mitchell commented on the adequacy of financial documents submitted by the volunteer fire companies to the Township. Mr. Mitchell commented on Township Solicitor review of the matter.

The motion was approved, 2 to 1, with Mr. Carrasco voting no.

Mr. Mitchell made a motion to approve the check payments for the Light Fund Bank Account list of bills in the amount of \$4,956.91, for the week of June 22, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the Light Fund Bank Account list of bills in the amount of \$189.63, for the week of June 28, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the Light Fund Bank Account list of bills in the amount of \$13,354.83, for the week of July 6, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the Hydrant Fund Bank Account list of bills in the amount of \$16,425.00, for the week of July 20, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the Electronic Payment list of bills in the amount of \$81,661.26, for the pay period from June 4, 2023 to June 17, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the Electronic Payment list of bills in the amount of \$81,990.15, for the pay period from June 18, 2023 to July 1, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the Electronic Payment list of bills in the amount of \$87,655.82, for the pay period from July 2, 2023 to July 15, 2023. The motion was seconded by Chair Bonura.

There was no public comment.

By unanimous vote the motion was approved.

DEPARTMENT REPORTS

Police – Interim Chief Savage commented on certain calls received and Department activities for the prior month. A written report of call activity for East Cocalico Township and Denver Borough for June 2023 was provided.

Finance – A written report of receipts and expenditures for Township funds through June 2023 was provided.

Public Works – A written report of roads, bridge, parks, and equipment maintenance activities for June 2023 was provided.

Building, Zoning & SEO – A written report of permits issued, applications considered by the Zoning Hearing Board, and sewage enforcement activities for June 2023 was provided.

MS4 – A written report of MS4 and other stormwater-related activities for June 2023 was provided.

INFORMATIONAL ITEMS

- Mr. Mitchell commented on a recent meeting of local and other officials at which the East Cocalico Township FS4 Program was discussed.

NEW BUSINESS

- There was no new business discussed at this evening's meeting.

OLD BUSINESS

- Mr. Mitchell commented on Act 172, and on additional information provided by the Reamstown Fire Company.
- Andy Baldo, C&B Development, LLC, commented on a petition to rezone property at Gehman School Road and Stone Hill Road to Light Industrial from Agricultural. Matt Close, C&B Development, LLC, commented on funding to preserve other agricultural lands in the Township. There was discussion regarding the rezone of the entire property, the acquisition of the entire property, and a life estate for the current Property Owner.

PRESENTATION

- Chair Bonura presented Township's annual contributions to the Stevens Fire Company, Smokestown Fire Company, and Reamstown Fire Company and Ambulance.

PUBLIC COMMENT

- Jeff Garner, Reamstown Fire Company, commented on Act 172 tax credit consideration schedule. There was general discussion regarding the consideration schedule and qualifying criteria.
- Kelly Morgan, Reamstown Fire Company, commented the tax credit's value to volunteers.
- Chad Weaver, Stevens Fire Company, commented on fire company financial documents provided to the Township.
- Mr. Garner commented on fire company financial documents provided to the Township.

ANNOUNCEMENTS

Chair Bonura noted the Board of Supervisors will next meet at 7:00 PM on Thursday, August 3, at 7:00 PM, at the Township Building.

ADJOURNMENT

There being no further business, at 8:11 PM Chair Bonura made motion to adjourn the meeting. The motion was seconded by Mr. Mitchell.

There was no public comment.

By unanimous vote the motion was approved.

Respectfully Submitted:

Tommy Ryan
Township Manager