

**EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS  
STEVENS FIRE COMPANY  
91 STEVENS ROAD, STEVENS, PA  
THURSDAY, MARCH 7, 2024, 7:00 PM**

**CALL TO ORDER** by Chair Bonura at 7:05 PM.

**ATTENDANCE**

Lorenzo Bonura, Chair	[X]
Jeff Mitchell, Vice Chair	[X]
Daniel Burton, Jr.	[X]

**ANNOUNCEMENTS & INFORMATIONAL ITEMS**

- Mr. Burton led the meeting with a prayer.
- Chair Bonura noted this evening's meeting is being recorded for rebroadcast.

**PUBLIC COMMENT, AGENDA ITEMS**

- Ken McCrae, East Cocalico, commented on Assistant Manager compensation and duties.
- Doug Mackley, East Cocalico, commented on Deputy Tax Collector appointment.

**DISCUSSIONS & PRESENTATIONS**

Denver Road Partners LLC – Claudia Shank, Counsel for the Petitioner, provided an overview of a request to rezone certain lands at Denver Road to Light Industrial Zone from High Density Residential Zone. Ms. Shank commented on a proposed warehouse use on that portion of the property to be rezoned, and on a proposed multi-family dwelling use on the remaining portion of the property.

Ms. Shank commented on several proposed revisions to the Zoning Ordinance.

Katherine Mestrand, Engineer for the Petitioner, commented on site conditions, drainage areas, impervious surface calculations, vehicle circulation and estimated traffic volume, emergency access, lighting, and landscaping.

Chair Bonura commented on proposed residential unit density, building height, and volunteer fire department ability to attend to calls at these buildings.

Andy Miller, Petitioner, commented on financial viability of the uses.

Mr. Burton commented on residential unit size and estimated price point.

Chair Bonura commented on well protection.

Mr. Mitchell commented on floodplain restoration, and on warehouse loading dock orientation.

Mr. Mackley commented on well protection.

Mr. McCrae commented on sound barriers.

## **ACTION ITEMS**

meeting minutes – Chair Bonura made a motion to approve the February 15 Meeting minutes, as presented. The motion was seconded by Mr. Burton.

By unanimous vote the motion was approved.

Deputy Tax Collector appointment – Jill Cordon, Tax Collector, commented on a filing required at the Office of the Clerk of Courts for Lancaster County, and on Tax Collector and Deputy Tax Collector bonding. Bernadette Hohenadel, Township Solicitor, commented on Deputy Tax Collector appointment and bonding requirements.

Mr. Mitchell commented as to the Deputy Tax Collector candidate providing a resume for Board of Supervisor review prior to Board of Supervisor appointment.

Rachael Baugher, East Cocalico, commented on her experience working with the Tax Collector.

George Lutz, Counsel for the Tax Collector, commented on Deputy Tax Collector information requested by the Board of Supervisors. It was agreed Ms. Baugher would provide information to the Board of Supervisors in advance of the March 21 Meeting.

Assistant Township Manager ratification – Chair Bonura made a motion to ratify the hire of Melody Stout, Assistant Manager, subject to the terms set forth in a conditional offer of employment dated February 5, 2024. The motion was seconded by Mr. Burton.

By unanimous vote the motion was approved.

interfund transfers, bill lists & payroll – Mr. Mitchell made a motion to approve the check payments for the General Fund Bank Account list of bills in the amount of \$20,993.57, for the week of February 15, 2024. The motion was seconded by Mr. Burton.

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 \$169,977.38, for the week of February 22, 2024. The motion was seconded by Mr. Burton.

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 \$19,162.71, for the week of February 29, 2024. The motion was seconded by Chair Bonura.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the Capital Reserve Bank Account list of bills in the amount of \$28,195.38, for the week of February 15, 2024. The motion was seconded by Chair Bonura.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the Capital Reserve Bank Account list of bills in the amount of \$56,410.00, for the week of February 22, 2024. The motion was seconded by Mr. Burton.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the check payments for the Capital Reserve Bank Account list of bills in the amount of \$5,230.81, for the week of February 29, 2024. The motion was seconded by Mr. Burton.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve the Electronic Payment list of bills in the amount of \$90,618.25, for the pay period from February 11, 2024 to February 24, 2024. The motion was seconded by Mr. Burton.

By unanimous vote the motion was approved.

Mr. Mitchell made a motion to approve a transfer from the General Fund to the Capital Reserve Fund, in the amount of \$250,000.00, on February 28, 2024, a budgeted transfer. The motion was seconded by Mr. Burton.

By unanimous vote the motion was approved.

## **NEW BUSINESS**

- Mr. Burton commented on a zoning study. There was general discussion regarding the scope and cost of a zoning study, and the utilization of planning consultants. Mr. Burton will provide additional information at a future meeting.
- Chair Bonura commented on comments made to social media platforms that include inaccurate information regarding various Township matters. Chair Bonura encouraged residents to attend Board of Supervisors meetings, to share their comments in-person. Mr. Mitchell noted the Members and Township staff may also be contacted by e-mail.

## **OLD BUSINESS**

- Mr. Burton commented on discussions had with local volunteer fire department officials, and an interest expressed by these officials to meet with the Board of Supervisors to

discuss planning and long-term goals. Mr. Burton will provide additional information at a future meeting.

#### **PUBLIC COMMENT, NON-AGENDA ITEMS**

- Mr. Mackley commented on Tax Collector bonding, zoning study expense, and elected official duties.
- Nelson Ilgen, East Cocalico, commented on real estate tax payment status.
- Sue Mackely, East Cocalico, commented on correspondence from the Tax Collector.
- Zebulon Rineer, East Cocalico, Recreation Board volunteer candidate, commented on his experience.

#### **ANNOUNCEMENTS**

- Chair Bonura announced the Board of Supervisors will next meet on Thursday, March 21, at 7:00 PM, at the Township Building.

#### **ADJOURNMENT**

There being no further business, at 9:05 PM Chair Bonura made a motion to adjourn the meeting. The motion was seconded by Mr. Mitchell.

By unanimous vote the motion was approved.

Respectfully Submitted:

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Tommy Ryan  
Township Manager