

# **EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA**

**HELD AT THE EAST COCALICO TOWNSHIP MUNICIPAL BUILDING,  
100 HILL ROAD, DENVER, PA 17517**

**TUESDAY, JANUARY 3, 2017 at 7:30 P.M.**

- **MEETING CALLED TO ORDER AT 7:30 P.M.**
- **ORGANIZATION**
  - ELECTIONS
  - APPOINTMENTS
  - OTHER ANNUAL MOTIONS
- **PUBLIC COMMENT**
- **APPROVAL OF MINUTES:**
  - BOARD OF SUPERVISORS MEETING MINUTES: THURSDAY, DECEMBER 15, 2016
- **POLICE DEPARTMENT**
- **SEWAGE ENFORCEMENT OFFICER**
- **TREASURER'S REPORT**
- **LAND PLANNING ENGINEER**
- **ZONING OFFICER**
- **TRANSPORTATION ENGINEER**
- **SOLICITOR**
- **ROADMASTER**
  - CONSIDER ON-CALL SNOW REMOVAL QUOTE
- **SUPERVISORS**
  - **RESOLUTION 2017-01:** AUTHORIZING THE APPOINTMENT OF A CERTIFIED PUBLIC ACCOUNTANT TO AUDIT THE BOOKS OF EAST COCALICO TOWNSHIP FOR THE FISCAL YEAR 2016
  - **RESOLUTION 2017-02:** ESTABLISHING A FEE SCHEDULE IN ACCORDANCE WITH THE REQUIREMENTS OF THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE
  - CONSIDER ECODE CODIFICATION ESTIMATE (GENERAL CODE) SUPPLEMENT #8
  - 2017 HAULER'S LICENSE AGREEMENTS FOR CONSIDERATION: ATGLEN RECYCLING, B&D ROLL OFF SERVICES, EAGLE DISPOSAL, GOOD DISPOSAL, JBS HAULING, LEBANON FARMS DISPOSAL, REPUBLIC SERVICES, WASTE MANAGEMENT
  - MILEAGE REIMBURSEMENT RATE SET AT THE IRS RATE: CURRENT RATE IS 53.5 CENTS PER MILE
  - CONSIDER AWARDING DENVER ROAD BRIDGE PROJECT TO FLYWAY EXCAVATING, INC.
  - CONSIDER CUSTOM COMPUTER PRICE QUOTE
- **INTERIM TOWNSHIP MANAGER**
  - JANUARY 24<sup>TH</sup> REGIONAL LEADERS MEETING
- **EXECUTIVE SESSION (IF NEEDED)**
- **ADJOURN**

## **BOARD OF SUPERVISORS MEETING**

### **TUESDAY, JANUARY 3, 2017**

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Tuesday, January 3, 2017 at 7:30 p.m., held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

#### **ATTENDANCE:**

**Supervisors:** Chairman Mackley, Vice Chairman Alan R. Fry, Secretary Noelle B. Fortna

**Employees:** Interim Township Manager Steve Gabriel and Recording Secretary Lisa A. Kashner

**Reporters:** Alice Hummer of the Ephrata Review and Val Laxis of the Reading Eagle

**Visitors:** Rick Jacobs, Daniel Hibshman, Jane Webber, Ken McCrea, and Brian Wise

Chairman Mackley asked everyone in attendance to rise and pledge allegiance to the Flag.

**ORGANIZATION:** Each motion was read separately for the purpose of recognizing each individual. Chairman Mackley turned the meeting over to Secretary Fortna.

#### **ELECTIONS:**

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to elect Douglas B. Mackley as Chairman of the East Cocalico Township Board of Supervisors. Secretary Fortna asked if there were any questions. There were none. Motion carried. (2/0)

Secretary Fortna turned the meeting over to Chairman Mackley.

**MOTION:** Chairman Mackley made a motion, seconded by Secretary Fortna, to elect Alan R. Fry as Vice Chairman of the East Cocalico Township Board of Supervisors. Chairman Mackley asked if there were any questions. There were none. Motion carried. (2/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to elect Noelle B. Fortna as Secretary of the East Cocalico Township Board of Supervisors. Chairman Mackley asked if there were any questions. There were none. Motion carried. (2/0)

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to elect Douglas B. Mackley as Treasurer. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (2/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to elect Secretary Fortna as Assistant Treasurer. Chairman Mackley asked if there were any questions. There were none. Motion carried. (2/0)

#### **APPOINTMENTS:**

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to appoint Stephen Gabriel as Interim Township Manager, Assistant Secretary, Open Records Officer, Cocalico Consortium Member, and PSATS Voting Delegate. Secretary Fortna asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to appoint Douglas B. Mackley as Chief Administrative Officer for Police and Non-Uniform Pension Plans and Noelle B. Fortna as Alternate Chief Administrative Officer for Police and Non-Uniform Pension Plans. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (2/0)

**MOTION:** Secretary Fortna made a motion, seconded by Chairman Mackley, to appoint Chris Fitterling as Planning Commission Board Members for a term expiring December 31, 2020. Secretary Fortna asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to appoint Ralph Buckles as Recreation Board Member for a term that expires December 31, 2020. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING  
TUESDAY, JANUARY 3, 2017**

**APPOINTMENTS: (CONTINUED)**

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley to appoint Raymond Wolf and David Lutz as Authority Board Members with the East Cocalico Township Water & Sewer Authority for terms expiring December 31, 2021. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry to appoint E. Richard Young, Esq. as Zoning Hearing Board Solicitor and Anthony Schimaneck, Esq. as the Zoning Hearing Board Solicitor Alternate. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

Chairman Mackley stated that Charles W. Sheidy, Esquire, Zoning Hearing Board duties ended December 31, 2016 due to retirement; noting that any cases started in 2016 by Charles Sheidy and must continue into 2017, will be finished by Charles Sheidy.

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to appoint Amy L. Nedimyer and Brian Wise as Zoning Hearing Board Member for a term expiring December 31, 2019. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to appoint Matthew J. Crème, Jr., Esquire, as Transportation Impact Fee Special Solicitor. Secretary Fortna asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to appoint Goodman & Kenneff, consisting of Thomas L. Goodman, Esquire, and Joseph J. Kenneff, Esquire, as the East Cocalico Township Solicitors. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Chairman Mackley made a motion, seconded by Secretary Fortna, to appoint Eckert, Seamans, Cherin & Mellott, LLC, consisting of Michael McAuliffe Miller, Esquire, as the Labor Solicitor. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to appoint Anthony C. Luongo as Zoning and Code Enforcement Officer and Becker Engineering, LLC, consisting of Brent E. Lied, P.E., as the Alternate Zoning and Code Enforcement Officer. Secretary Fortna asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to appoint Becker Engineering, LLC, consisting of Brent E. Lied, P.E., as Land Planning Engineer, and Lead Transportation Impact Fee Consultant. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Chairman Mackley made a motion, seconded by Chairman Mackley, to appoint Rettew Associates, Inc., consisting of H. Scott Russell, P.E., as the Transportation Engineer, Alternate Land Planning Engineer, Lead Transportation Impact Fee Consultant, Federal Aid Projects Engineer, and the Township Zoning Consultant. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to appoint PA Certified Inspectors, consisting of Ralph R. Cross, as the East Cocalico Township Building Inspector, UCC Building Official and Code Administrator (BOCA). Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to appoint Ephrata National Bank as the Depositories for the Township funds. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to appoint Terry Arment as Police Chief. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

## **BOARD OF SUPERVISORS MEETING TUESDAY, JANUARY 3, 2017**

### **APPOINTMENTS:    (CONTINUED)**

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to appoint Scott L. Achey as Emergency Management Coordinator, and Harvey Achey as the Fire Official. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Secretary Fortna made a motion, seconded by Chairman Mackley, to appoint Dale L. High as Sewage Enforcement Officer and Robert S. Carpenter (Scott) as Alternate Sewage Enforcement Officer. Secretary Fortna asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Secretary Fortna made a motion, seconded by Chairman Mackley, to appoint Alan R. Fry as part-time Equipment Operator and part-time Recreation Director. Secretary Fortna asked if there were any questions. There were none. Motion carried. (2/0)

**MOTION:** Chairman Mackley made a motion, seconded by Secretary Fortna, to appoint Lisa A. Kashner as Recording Secretary. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to appoint Kenneth L. Eshleman as Road Master and Christopher D. Flory as Assistant Road Master. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to appoint Douglas B. Mackley as East Cocalico Township Intermunicipal Group (IMG) Representative and Stephen Gabriel as the IMG Alternate. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (2/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to appoint Daniel J. Becker as ECTA's Intermunicipal Group (IMG) Representative, and Terry W. Reber as the alternate ECTA IMG Representative for a term that expires December 31, 2017. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to appoint Mike Hession as Lancaster County Tax Collection Bureau municipal representative in the Cocalico School District on the Lancaster County Tax Collection Bureau (LCTCB) for 2017, and Carolyn Hildebrand as Alternate. Secretary Fortna asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Chairman Mackley made a motion, seconded by Secretary Fortna, to appoint Alan R. Fry and Warren Peters as Lancaster County Housing and Redevelopment Authorities – Regional Advisory Council/Steering Committee as the Township Representatives. Chairman Mackley asked if there were any questions. There were none. Motion carried. (2/0)

**MOTION:** Secretary Fortna made a motion, seconded by Chairman Mackley, to appoint Lisa A. Kashner as Recycling Coordinator and Alan R. Fry as the Assistant Recycling Coordinator. Secretary Fortna asked if there were any questions. There were none. Motion carried. (2/0)

**MOTION:** Chairman Mackley made a motion, seconded by Secretary Fortna, to appoint Alan R. Fry as Pennsylvania's State Association of Township Supervisors (PSATS) Voting Delegate Alternate. Chairman Mackley asked if there were any questions. There were none. Motion carried. (2/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to appoint Zoe's House Rescue as the Dog Depository. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to appoint Barry Weaver as the Vacancy Board Member. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**PUBLIC COMMENT:** Mr. Jacobs was in attendance to discuss the truck traffic on Reamstown Road towards the end at Lausch Road. Pictures were distributed. Mr. Jacobs noted that when trucks make the turn they are going through his lawn. Mr. Gabriel to contact SuperValu Transportation Office.

**BOARD OF SUPERVISORS MEETING  
TUESDAY, JANUARY 3, 2017**

**APPROVAL OF MINUTES:**

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the Thursday, December 15, 2016 Board of Supervisor meeting minutes. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**POLICE DEPARTMENT:** A police report was shared.

**SEWAGE ENFORCEMENT OFFICER (SEO):** Nothing to report.

**TREASURER'S REPORT:** Nothing to report.

**LAND PLANNING ENGINEER:** Nothing to report.

**ZONING OFFICER:** A report will be shared at the next Board of Supervisors Meeting.

**TRANSPORTATION ENGINEER:** Nothing to report.

**SOLICITOR:** Nothing to report.

**ROADMASTER:** A proposal was received from Harvey Achey Construction to provide manpower and equipment to remove snow at the Township Office and Development sidewalks.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve the proposals received from Harvey Achey Construction, dated December 21, 2016 to provide manpower and equipment to remove snow at both the Township Office and Development sidewalks. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**SUPERVISORS:**

**RESOLUTION 2017-01:** Authorizing the appointment of a Certified Public Accountant to audit the books of East Cocalico Township for the fiscal year 2016.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to adopt Resolution 2017-01 appointing Weinhold, Nickel & Company, LLP to audit the Township books for the fiscal year 2016. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**RESOLUTION 2017-02:** Establishing a fee schedule in accordance with the requirements of the Pennsylvania Municipalities Planning Code.

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to adopt Resolution 2017-02, establishing a fee schedule for the year 2017. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

eCode Codification Estimate (General Code) Supplement #8.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve General Code's Estimate dated August 23, 2016 for the annual maintenance fee, to codify the ordinances, revise the Disposition List and Index as noted in the estimate, not to exceed \$2,190.00. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

The following 2017 trash haulers license agreements were submitted: Atglen Recycling, B&D Roll-Off Services, Eagle Disposal, Goods Disposal Service, JBS Hauling, Lebanon Farms Disposal, Republic Services, and Waste Management. Pending agreements are Purple Heart Disposal.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry to approve the 2017 Trash Haulers License Agreements for the following trash haulers: Atglen Recycling, B&D Roll-Off Services, Eagle Disposal, Goods Disposal Service, JBS Hauling, Lebanon Farms Disposal, Republic Services, and Waste Management. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING  
TUESDAY, JANUARY 3, 2017**

**SUPERVISORS:**        ***(CONTINUED)***

Recommended 2017 mileage reimbursement rate set at the IRS rate of 53.5 cents per mile.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry to approve the 2017 mileage reimbursement rate set at the IRS rate of 53.5 cents per mile. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

Denver Road Bridge Construction Project.

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry to award Flyway Excavating, Inc., of Lititz, PA, for the replacement of Denver Road Bridge over Stony Run as recommended by Rettew in the amount of \$1,568,404.70. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

Custom Computer Price Quote

**MOTION:** Secretary Fortna made a motion, seconded by Chairman Mackley, to approve Custom Computer's Quote #001979 dated December 12, 2016 for a Server Upgrade for the total amount of \$6,825.90. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**INTERIM TOWNSHIP MANAGER:** A Community Conversation on Heroin. Mr. Gabriel highlighted the upcoming event to be held on Tuesday, January 24, 2017 at 7pm at the Cocalico High School Auditorium: Creating community solutions to tackle substance misuse due to the wide spread heroin use within local communities. • Mr. Gabriel noted that background checks are pending for the Highway Department openings.

Jane Webber of the Adamstown Library announced that to date \$700,000.00 was raised for the move into the former VFW building on West Main Street. They hope to raise 1.5 million. The completed project includes a long list of amenities.

**EXECUTIVE SESSION:** Not needed.

**ADJOURN:**

**MOTION:** There being no further business to come before the Board, Vice Chairman Fry made a motion seconded by Secretary Fortna to adjourn the meeting at 9:16 p.m. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

Respectfully submitted,

Noelle B. Fortna, Board of Supervisors Secretary