

# EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING

## AGENDA

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

**THURSDAY, JANUARY 19, 2017 at 7:30 P.M.**

- **MEETING CALLED TO ORDER AT 7:30 P.M.**
- **PUBLIC COMMENT**
- **APPROVAL OF MINUTES:**
  - BOARD OF SUPERVISORS MEETING MINUTES: TUESDAY, JANUARY 3, 2017
- **POLICE DEPARTMENT**
  - LETTER OF COMMENDATION TO SERGEANT DARRICK KEPPLER
  - AUTHORIZE SALE OF USED 2011 POLICE CRUISER
- **SEWAGE ENFORCEMENT OFFICER**
- **TREASURER'S REPORT**
  - AUTHORIZE LIST OF BILLS
- **LAND PLANNING ENGINEER**
  - NHT HOLDINGS LLC – TIME EXTENSION
  - ENCK SUBDIVISION – WAIVER/MODIFICATION REQUEST, CONDITIONAL APPROVAL
  - WOODCREST RETREAT PHASE 2B – CONDITIONAL APPROVAL
  - MUDDY CREEK LUTHERAN CHURCH – MINOR SUBDIVISION PLAN, CONDITIONAL APPROVAL
  - HEATHERWOODS – SKETCH PLAN PHASES 3, 4 AND 5
- **ZONING OFFICER**
- **TRANSPORTATION ENGINEER**
- **SOLICITOR**
- **ROADMASTER**
  - HIGHWAY DEPARTMENT REPORT
- **SUPERVISORS**
  - AUTHORIZE TO SIGN THE FLYWAY CONTRACT FOR THE DENVER ROAD BRIDGE PROJECT
  - CONSIDER LAND STUDIES MS4 PROPOSAL
  - CONSIDER HALLER ENTERPRISES, INC. 2017 HVAC PREVENTIVE MAINTENANCE RENEWAL
  - CONSIDER SENDING OUT FARMING QUOTES
  - CONSIDER LETTER TO EAST COCALICO TWP. AUTHORITY REGARDING HILL ROAD SANITARY SEWER CONNECTION REQUEST TO CONNECT TO PUBLIC SEWER
  - LETTER OF CREDIT REDUCTION REQUEST FROM MORGANSHIRE DEVELOPMENT
  - 2017 HAULER'S LICENSE AGREEMENTS FOR CONSIDERATION: PURPLE HEART
  - WINNING TOUCH NURSERY REQUEST TO ALLOW TRUCKS LESS THAN 26,000lbs GVW ON RIDGE AVE., COCALICO CREEK RD., EBERSOLE RD., AND REAMSTOWN RD.
  - CUB PACK 60: PERMISSION TO HOLD CUBMOBILE RACE SATURDAY, JULY 22<sup>nd</sup>
  - RECREATION BOARD MOTION (ALAN)
- **INTERIM TOWNSHIP MANAGER**
  - RAPID REPLACEMENT BRIDGE PROJECTS ON SMOKESTOWN AND REINHOLDS ROADS PUBLIC MTG.
  - PA EMERGENCY MANAGEMENT AGENCY: STORM REIMBURSEMENT
  - REGIONAL LEADERS MEETING JAN. 24<sup>TH</sup> AT 7PM: COCALICO HIGH SCHOOL, ANTI HEROIN TASK FORCE
- **EXECUTIVE SESSION (IF NEEDED)**
- **ADJOURN**

**BOARD OF SUPERVISORS MEETING  
THURSDAY, JANUARY 19, 2017**

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, January 19, 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, Police Chief Arment, Sergeant Keppley, Zoning and Code Enforcement Officer Tony Luongo, and Recording Secretary Lisa A. Kashner

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

**Visitors:** Gary McEwen, Cliff Martin, Joyce Gerhart, Monica Craig-Fry, Dave Mease, Brian Wise, Jeff Mitchell, Ken McCrea, Bob Hunt, Dan Sechrist, Curt Enck, and Jim Davidson

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

**PUBLIC COMMENT:** Mr. Mitchell inquired about the status of a Township Manager, the Board responded the search may resume.

**APPROVAL OF MINUTES:**

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the Thursday, January 19, 2017 Board of Supervisor meeting minutes. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**POLICE DEPARTMENT:** Chief Arment read a letter from the Chief for the recent heroism act of Sergeant Keppley: While responding to the call of disabled vehicle, Sergeant Keppley found stranded medical transport team who were transporting a liver to the Philadelphia Hospital for a transplant operation taking place. Sergeant Keppley drove the medical personnel and liver to Philadelphia. The surgery was successful. In addition, the Board of Supervisors read a letter of commendation to Sergeant Keppley. • Used police vehicle for sale.

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to approve the sale of the 2011 Ford Crown Victoria – Police Interceptor on the Muncibid Website. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

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

**TREASURER’S REPORT:**

**MOTION:** Secretary Fortna made a motion, seconded by Chairman Mackley, to approve the list of bills as presented: General Fund \$225,489.88; State Fund \$8,211.31; Capital Reserve \$1,083.50. Mr. Mitchell inquired about the Interim Manager’s hours. Mr. Gabriel stated this is for 64 hours; 16 hours a week for 4 weeks. Mr. Mitchell questioned hours of the Interim Manager, who explained. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

**LAND PLANNING ENGINEER:**

**NHT HOLDINGS, LLC - PRELIMINARY/FINAL LAND DEVELOPMENT (01-24-2017):** No one was present for this plan. Mr. Lied briefly highlighted the plan. A time extension request was received.

**BOARD OF SUPERVISORS MEETING  
THURSDAY, JANUARY 19, 2017**

**LAND PLANNING ENGINEER:      (CONTINUED)**

**NHT HOLDINGS, LLC**

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to accept the time extension offer as submitted by the applicant's consultant dated January 12, 2017, which will extend the deadline for action on the NHT Holdings, LLC, Preliminary/Final Land Development Plan until May 24, 2017. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**CURTIS AND SHIRLEY ENCK MINOR SUBDIVISION PLAN (01-27-2017).** Dave Mease of Diehm & Sons was present for this plan. Mr. Lied highlighted the plan, stating there are minor items remaining; the Planning Commission recommended waiver/modification and conditional approval. Mr. Mease stated they were informed they cannot apply for an on-lot permit until the subdivision is completed. The HOP will be resubmitted once the subdivision is approved. Mr. Mease discussed the zoning of the Ag lot and sidewalk, curbing, and help with calculating the recreation fee. Mr. Lied stated the recreation fee is determined by the current land value. Discussions continued.

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, To approve a waiver/modification of §194-7.D. of the Subdivision and Land Development Ordinance to authorize the plan to be processed as a single submission meeting all applicable Preliminary Plan and Final Plan requirements. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**MOTION:** Secretary Fortna made a motion, seconded by Chairman Mackley to grant conditional approval of the Curtis R. Enck, Jr and Shirley A. Enck, Preliminary/Final Subdivision Plan conditioned upon the applicant addressing all comments outlined in the Becker review letter dated January 12, 2017 to the satisfaction of the Township, Township Engineer and Township Solicitor. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley To authorize the Board of Supervisors to sign the Improvement Guarantee Agreement (IGA) with accompanying financial security and the Stormwater Maintenance and Easement Agreement (SWMEA) related to the Curtis R. Enck and Shirley A. Enck Preliminary/Final Subdivision Plan when executed by the applicant and submitted to the Township in a form acceptable to the Township Solicitor. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry To authorize signature of the Curtis R. Enck, Jr. and Shirley A. Enck, Preliminary/Final Subdivision Plan by the Board of Supervisors upon the applicant adequately resolving all conditions of plan approval to the satisfaction of the Township, Township Engineer and Township Solicitor, including the establishment of financial security in the amount of \$11,552.20 per the approved Opinion of Probable Construction Cost dated January 3, 2017. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**WOODCREST RETREAT – PHASE 2B FINAL PLAN (02-12-2017):** Gary McEwen, Cliff Martin, and Dave Mease of Diehm & Sons were present for this plan. It was noted that the NPDES and financial security are complete. TIF discussions were held for the use of the building. Mr. Lied noted that in 2000-2001 it was granted necessary to fix the landscaping on the plan, and notes should be placed on the plan accordingly. The prior recreation fee was approximately \$5,400 in 1995 and is deemed applicable. Discussions continued.

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley to acknowledge receipt of the prior park and open space fee in-lieu-of land dedication of \$5,400, paid as part of the prior Phase 2 approval, and deem it acceptable to address the obligation for the Phase 2B Final Land Development Plan, based on the limited change in the project scope. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING  
THURSDAY, JANUARY 19, 2017**

**LAND PLANNING ENGINEER: (CONTINUED)**

**WOODCREST RETREAT**

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry to Grant conditional approval of the Woodcrest Retreat Phase 2B Final Plan conditioned upon the applicant addressing all comments outlined in the Becker review letter dated December 19, 2016 to the satisfaction of the Township, Township Engineer and Township Solicitor. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**MUDDY CREEK LUTHERAN CHURCH – MINOR SUBDIVISION PLAN (CONDITIONALLY APPROVED):** No one was present for this plan. Mr. Lied stated that the legal descriptions were completed and forwarded the Township Solicitor for his review. Discussions continued.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry Authorize signature of the deeds of dedication associated with the Township road right-of-ways offered for dedication in conjunction with the Muddy Creek Lutheran Church Minor Subdivision Plan, upon the owner/applicant signing the documents as prepared by the Township Solicitor. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (2/0)

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry to authorize signature of the Muddy Creek Lutheran Church Minor Subdivision Plan by the Board of Supervisors and acknowledge unconditional approval of the plan upon the applicant providing signed copies of the Township road right-of-way deeds of dedication, as prepared by the Township Solicitor. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (2/0)

**HEATHERWOODS – SKETCH PLAN PHASES 3, 4, AND 5:** Joyce Gerhart was present for this plan. Mr. Lied highlighted the plan, noting that Stoney Pointe would be the model to go by. Roadways have not been dedicated. Geologist found the best infiltration. 176 previously proposed. Some duplexes replaced with single houses.

**ZONING OFFICER:** Mr. Luongo highlighted the Zoning Officer's Report for December 2016. **BUILDING/ZONING PERMITS:** 12 applications, 18 permits issued, 7 in review, 10 for pickup. One single-family home and modular home. **ZONING HEARING BOARD:** December: (1) 8 Michael Lane, requests a Special Exception, applicant wants to conduct soccer instruction on an outdoor area located at 22 Denver Road. Decision withdrawn. January: (1) Cocalico Christian Brotherhood, 199 E. Church St., requests a variance or clarification from the 2 acre maximum to construct a house of worship, auditorium and cemetery. Decision: Granted. **CODE ENFORCEMENT:** (1) 350 Brunnersgrove Road sent notice of violation, appear before District Magistrate. Follow Up: Guilty with 45 days for compliance. Demolition equipment now onsite. In addition to Mr. Luongo's report, also included was a 2016-2015 Year End Stats. Mr. Luongo stated letters will be sent to all property owners who property boundary is part of Fishing Creek concerning encroaching into the right-of-way, giving them until June 30, 2017 to make things right.

**TRANSPORTATION ENGINEER:** Looking into the request from the Reamstown Elementary School for two signs: "No Parking Monday through Friday, 2:45-3:30pm" on Ream Road.

**SOLICITOR:** Nothing to report.

**ROADMASTER:** Highlighted the January 2017 Road Master report. Mr. Mitchell asked the rate of the new hires, and it was noted \$17.50/hr.

**BOARD OF SUPERVISORS MEETING  
THURSDAY, JANUARY 19, 2017**

**SUPERVISORS: DENVER ROAD BRIDGE PROJECT**

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to approve and authorize signature of the Flyway Excavating, Inc. Contract for the Denver Road Bridge Project in the amount of \$1,568,404.70. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**LAND STUDIES MS4 PROPOSAL**

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to approve and authorize signature of the Land Studies Proposal #PD-057.4-16 dated December 16, 2016 in the amount of \$13,950.00 for Pollution Reduction Plan (PRP) MS4 Permit requirements. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**HALLER ENTERPRISES, INC. MAINTENANCE RENEWAL**

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve and authorize signature of the Haller Enterprises, Inc. 2017 HVAC Preventative Maintenance Renewal in the amount of \$1,483.00. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**FARMING QUOTES**

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to approve sending out the Farming Quotes for 2017. If the property at 1925 N. Reading Rd. sells, this will be noted in the bid of sale. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**REQUEST FOR PUBLIC SEWER**

**MOTION:** Chairman Mackley made a motion, seconded by Secretary Fortna, to approve the owners request to connect to public sewer but must at the same time connect to public water. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**MORGANSHIRE DEVELOPMENT: LETTER OF CREDIT REDUCTION REQUEST**

**MOTION:** Chairman Mackley made a motion, seconded by Secretary Fortna, have not approved any reduction in the amount of the letter of credit at this time, that the Transportation Engineer will be drawing up a punch list. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**2017 TRASH HAULER LICENSE AGREEMENT**

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve Purple Heart Disposal 2017 Trash Haulers License Agreement. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**WINNING TOUCH NURSERY REQUEST FOR TRUCK TRAFFIC PROHIBITION:** The Supervisors indicated that they approved other roads last year, now they want more. The Transportation Engineer indicated that these trucks are too hard on the roads, and recommends not following through on this.

**CUB PACK 60: PERMISSION FOR CUBMOBILE RACE**

**MOTION:** Chairman Mackley made a motion, seconded by Secretary Fortna, to approve the Cubmobile Race – Reamstown Cub Pack 60 for Saturday, July 22, 2017 (no rain date scheduled) with the cooperation of the Police Department, Fire Police and area emergency services. Vice Chairman Fry excused himself from voting since he is Cub Master. Chairman Mackley asked if there were any questions. There were none. Motion carried. (2/0)

**RECREATION BOARD MOTION:** The Recreation Board presented items to help increase use of the Reamstown Pool. The Supervisors are reviewing and taking it under advisement.

**BOARD OF SUPERVISORS MEETING  
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**INTERIM TOWNSHIP MANAGER:**

**RAPID REPLACEMENT BRIDGE PROJECTS ON SMOKESTOWN AND REINHOLSD ROADS PUBLIC MEETING:** Mr. Gabriel announced that they would like to have a public meeting for the PennDOT Rapid Bridge Replacement Project with a project and are looking at the dates of February 1<sup>st</sup> or February 7<sup>th</sup>. However, Mr. Gabriel explained to try to have the plans for public inspection by February 2<sup>nd</sup> so they are available for the Board of Supervisors Meeting.

**PA EMERGENCY MANAGEMENT AGENCY - STORM REIMBURSEMENT:** Mr. Gabriel noted that the payment was received for the storm reimbursement in the amount of \$16,597.63.

**REGIONAL LEADERS MEETING JANUARY 24<sup>TH</sup> AT 7PM COCALICO HIGH SCHOOL – ANTI HEROIN TASK FORCE:** Mr. Gabriel reminded everyone of this 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: Creating community solutions to tackle substance misuse due to the wide spread heroin use within local communities.

**EXECUTIVE SESSION:** There being no further business, the Board went into Executive Session at 10:00 p.m. for the purposes of discussing personnel issues.

**RECONVENE REGULAR MEETING:** Chairman Mackley adjourned the Executive Session at 10:25 p.m. and reconvened the regular meeting at 10:25 p.m.

**ADJOURN:**

**MOTION:** There being no further business to come before the Board, Vice Chairman Fry made a motion seconded by Chairman Mackley to adjourn the meeting at 10:25 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