

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

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

THURSDAY, JUNE 15, 2017 at 7:30 P.M.

- **MEETING CALLED TO ORDER AT 7:30 P.M.**
- **PUBLIC COMMENT** (FOR NON-AGENDA ITEMS)
- **APPROVAL OF MINUTES:**
 - BOARD OF SUPERVISORS MEETING MINUTES: THURSDAY, JUNE 1, 2017
- **MS-4**
 - EAST COCALICO TOWNSHIP (DRAFT) POLUTION REDUCTION PLAN: 2018-2022 MS4 NOI-
PRESENTATION OF THE DRAFT POLUTION REDUCTION PLAN FOR STORMWATER AND
ANNOUNCEMENT OF THE 30-DAY REVIEW PERIOD TO BEGIN ON JUNE 19, 2017
- **POLICE DEPARTMENT**
- **SEWAGE ENFORCEMENT OFFICER**
- **TREASURER'S REPORT**
 - AUTHORIZE LIST OF BILLS
- **SOLICITOR**
- **LAND PLANNING ENGINEER**
 - WOODCREST RETREAT: FINANCIAL SECURITY / ACKNOWLEDGE APPROVAL
 - GARDEN SPOT FRAME AND ALIGNMENT: WAIVER / MODIFICATION APPROVAL
- **ZONING OFFICER**
- **TRANSPORTATION ENGINEER**
 - C.M. HIGH 2017-2018 PREVENTATIVE MAINTENANCE AGREEMENT
 - DENVER ROAD BRIDGE: PAY APPLICATION #4
- **ROADMASTER**
- **SUPERVISORS**
- **TOWNSHIP MANAGER**
 - MANAGER'S REPORT
 - NON-BUDGETED PART TIME EMPLOYEE REQUEST FOR OPENING POSITION FOR ROAD
CREW
- **EXECUTIVE SESSION** (IF NEEDED)
- **ADJOURN**

BOARD OF SUPERVISORS MEETING

THURSDAY, JUNE 15, 2017

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, June 15, 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: Township Manager H. Scott Russell, Zoning and Code Enforcement Officer Tony Luongo, and Recording Secretary Lisa A. Kashner

Engineer: Brent Lied, Land Planning Engineer of Becker Engineer

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

Visitors*: Steve Brubaker, Jeff Mitchell, Mike LaSala – LandStudies, Monica Craig-Fry, Brian Wise, and Chanse Firestone

*Only visitors who signed in are listed.

Chairman Mackley asked everyone in attendance to rise and pledge allegiance to the Flag. ● Chairman Mackley turned the meeting over to Vice Chairman Fry to run.

PUBLIC COMMENT (NON-AGENDA ITEMS): Mr. Mitchell questioned UGI tax abatement and reassessment and questions regarding the pool, which the Board discussed and answered.

APPROVAL OF MINUTES:

MOTION: Secretary Fortna made a motion, seconded by Chairman Fry, to approve the Thursday, June 1, 2017 Board of Supervisor meeting minutes. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MS-4: Mr. Russell stated that tonight is the official presentation of the draft Pollution Reduction Plan (PRP) that was developed by LandStudies in cooperation with Township staff and Becker Engineering. It was noted that the Supervisors previously authorized the advertisement of the draft PRP, with the required 30-day review period beginning June 19, 2017 and ending July 19, 2017. Mr. Russell turned the MS-4 draft PRP presentation over to Mr. LaSala of LandStudies and Mr. Lied of Becker Engineering. Mr. LaSala provided some background and displayed slides depicting the Township's key watersheds, MS4 Planning Areas and pollutants of concern as identified by DEP and require pollutant reductions. Mr. LaSala explained that the some of the smaller watersheds and planning areas were allowed to be aggregated, or grouped, and therefore the Township has two watershed/planning areas, the Cocalico Watershed and the Muddy Creek Watershed to address within the PRP. Mr. LaSala stated that the first step of the PRP development process was to identify baseline pollutant loading levels for each of the watershed/planning areas. The next step was to identify the required load reductions necessary to meet the 10% sediment reduction required by DEP. Once the required reductions were identified, LandStudies worked with the Township and Becker to evaluate possible BMP project locations within the two watersheds. Mr. LaSala, Mr. Lied and Mr. Russell explained the various factors and criteria that were considered with attempting to identify viable BMP opportunities, whether on public or private property. The summary of the various possible BMP's and associated anticipated reductions were displayed and discussed. A detailed explanation was provided as to what type of work could be performed in conjunction with an existing stormwater basin "retrofit". Mr. LaSala and Mr. Lied explained the various components of an existing conventional basin that could be improved and modified to ensure the basin functions at higher level with respect to attenuation of peak flows and improvement of water quality. It was noted that the modifications could include adjustments to the outlet structure, amendment of the soil within the basin, re-grade the basin bottom, construct forebays, elongate flow paths with berms, raise spillways, adjust berms, etc. It was explained that the Township's goal

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MS-4: ***(CONTINUED)***

when identifying projects was to maximize future flexibility by listing and identifying more projects than necessary, so that if complications develop with implementing or permitting any project the focus would shift to another more viable project. Mr. Russell explained that initial discussions have already been held with all private property owners in locations where possible BMP's are identified on private property. The Township's implemented projects would need to satisfy the pollution reduction obligations within the 5 year allotted time frames. Mr. Russell and Mr. Lied explained that the Township will continue to be open to considering any viable opportunity to work with other surrounding municipalities, watershed groups, future developers and/or property owners relative to possible cooperative efforts to meet the pollutant reduction requirements in a more cost effective manner. Mr. Russell stated that the draft PRP will be placed on the Township website on Friday, June 16, 2017 allowing for public comment. If the public has any thoughts or input they should contact the Township. Public comments, discussions, and questions continued; which were addressed.

POLICE DEPARTMENT: Nothing to report.

SEWAGE ENFORCEMENT OFFICER (SEO): Nothing to report.

TREASURER'S REPORT:

MOTION: Secretary Fortna made a motion, seconded by Chairman Mackley, to approve the 6/15/17 list of bills as presented: General Fund \$141,538.25; Light Fund \$14,543.40. Mr. Mitchell questioned some items, which were explained to him. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

SOLICITOR: Nothing to report.

LAND PLANNING ENGINEER:

WOODCREST RETREAT – PHASE 2B FINAL LAND DEVELOPMENT PLAN (Conditionally Approved):
No one was present for this plan. Mr. Lied highlighted the status of the project and the associated motions.

MOTION: Secretary Fortna made a motion, seconded by Chairman Mackley, to acknowledge that the required financial security for the project shall be established with the Township in the amount of \$115,382.08, per the approved Opinion of Probable Construction Cost submitted by the applicant's consultant dated January 12, 2017. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Fry made a motion, seconded by Chairman Mackley, to authorize that 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 Woodcrest Retreat Phase 2B Final Land Development Plan when executed by the applicant and submitted to the Township in a form acceptable to the Township Solicitor. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to grant approval of the Woodcrest Retreat Phase 2B Final Land Development Plan and authorize signature of the plans, conditioned upon the applicant 1) providing required notation related to the Transportation Impact Fee program on the plans satisfactory to the Township, 2) establishing the required financial security in the amount of \$115,382.08 in a form acceptable to the Township, 3) submitting a signed Improvement Guarantee Agreement, 4) submitting a signed Stormwater Maintenance and Easement Agreement and 5) submitting the required signed and certified plans for signatures to the satisfaction of the Township and Township Solicitor. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

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LAND PLANNING ENGINEER: (CONTINUED)

GARDEN SPOT FRAME & ALIGNMENT – PRELIMINARY/FINAL LAND DEVELOPMENT PLAN (Action needed by 12/22/17): No one was present for this plan. Mr. Lied briefly highlighted the status of the project and associated motions.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to grant approval of a waiver/modification of §194-9 and related sections of the Subdivision and Land Development Ordinance to authorize the plan to be reviewed as a single submission meeting all applicable requirements of both Preliminary and Final Plan. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to grant approval of a waiver/modification of §194-25.H.(1) of the Subdivision and Land Development Ordinance to authorize a reduction in the length of the vertical curve for the access drive and authorize the use of the vertical curve length as shown on the current access drive profile as submitted to the Township and PennDOT. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to grant approval of a waiver/modification of §194-25.H.(2) of the Subdivision and Land Development Ordinance to authorize a reduction in the required leveling area length to approximately 68' as shown on the current access drive profile as submitted to the Township and PennDOT. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to Grant approval of a waiver/modification of §194-30.R.(3) of the Subdivision and Land Development Ordinance to authorize the elimination of signage for the proposed oversized parking spaces. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to grant approval of a waiver/modification of §194-32.B.(1) of the Subdivision and Land Development Ordinance to authorize placement of the proposed sidewalk as shown on the current plan, in lieu of 2' inside the right-of-way. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to grant approval of a waiver/modification of §185-24.D. of the Stormwater Management and Earth Disturbance Ordinance to authorize the rate of control storage volume dewatering time to exceed 24 hours, conditioned upon the maximum allowable extended dewatering time being evaluated and determined to be acceptable to the Township Engineer, and the applicant acknowledging the extended dewatering time. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to grant approval of a waiver/modification of §185-27.A.(1)(b)[2] of the Stormwater Management and Earth Disturbance Ordinance to authorize the use of a 1" sump at proposed inlets, as depicted on the current plans. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Secretary Fortna made a motion, seconded by Chairman Mackley, to grant approval of a waiver/modification of §185-31.H.(2)(a) of the Stormwater Management and Earth Disturbance Ordinance to authorize the applicant to utilize the prior site soils testing data in lieu of performing additional testing at the altered infiltration system horizontal and vertical locations, conditioned upon the applicant agreeing to perform in-situ infiltration testing at the bottom of the infiltration system excavations during construction and prior to installation of any portion of the infiltration system, to confirm infiltration rates are compatible with the design intent and the standards as outlined in the PA BMP Manual, and conditioned upon the applicant acknowledging the need to develop and submit an alternate design approach for approval, if acceptable infiltration rates are not confirmed. Vice Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

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ZONING OFFICER: Mr. Luongo highlighted the Zoning Officer's Report for May 2017: 31 applications, 31 permits issued, 13 in review, and 16 for pickup. Certificates of Occupancy: 18. Alarm Ordinance Enforcement: 8. **ZONING HEARING BOARD:** April: 141 N. Reamstown Rd., seeks approval to operate architects office in a detached accessory building. Denied. May: 1339 Red Run Rd., seeks approval to operate a landscaping business in a detached accessory building. Granted with conditions. **CODE ENFORCEMENT:** (1) 285 Lausch Road sent notice of violation for driveway construction without permit. Outlined compliance with owner. (2) Mohns Hill Road site visit to address concerns of Timber Harvest activity. Activity was stopped pending LCCD and Township permit approval. (3) Bonview Drive, visit pertaining to complaint of questionable timber harvest activity. Several site visits with LCCD and owner to view harvest activity and compliance. (4) 745 N. Reading Rd. violation concerning impervious area additions without storm water management plan or approved earth disturbance permit. **OTHER ITEMS:** (1) 1225 N. Reading Rd., renovations seems complete for the car wash. (2) 620 N. Reading Rd. met with new owner concerning commercial renovations of existing facility. New sign permit issued. (3) Fishing Creek Park properties have begun to respect the Township property markers. Property owners have until the end of June 2017 to clean up. (4) 400 Wabash Road Four Seasons Produce parking lot expansion nearly complete. (5) 33 Stevens Rd., Stevens Feed Mill, house on property used for fire training.

TRANSPORTATION ENGINEER: C.M. HIGH 2017-2018 PREVENTATIVE MAINTENANCE AGREEMENT

MOTION: Vice Chairman Fry made a motion, seconded by Chairman Mackley, to approve the 2017-2018 Preventative Maintenance Agreement, Proposal #104-9 in the amount of \$2,620.00. Vice Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

DENVER ROAD BRIDGE – PAY APPLICATION #4

MOTION: Vice Chairman Fry made a motion, seconded by Chairman Mackley, to approve the Denver Road Bridge Replacement Payment Application #4 from Rettew in the amount of \$165,886.42. Vice Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

ROADMASTER: Nothing to report.

SUPERVISORS: The Board of Supervisors publicly thanked Troy Texter, a resident who donated numerous small American Flags and planted flowers, in the front lawn of the Municipal building.

TOWNSHIP MANAGER: Mr. Russell requested to open a part-time temporary Road Crew job position.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to create a temporary part time position for the Highway Department and authorize the Township Manager to hire a temporary employee who will work part time beginning in September 2017 to assist with plowing. Vice Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

Mr. Russell highlighted the remainder of the June 14, 2017 Manager's Report.

EXECUTIVE SESSION: Not needed.

ADJOURN:

MOTION: There being no further business to come before the Board, Secretary Fortna made a motion seconded by Chairman Mackley to adjourn the meeting at 9:21 p.m. Vice Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

Respectfully submitted,
Noelle B. Fortna, Board of Supervisors Secretary