

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

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

**THURSDAY, SEPTEMBER 21, 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, SEPTEMBER 7, 2017
- **ROADMASTER**
- **POLICE DEPARTMENT**
- **SEWAGE ENFORCEMENT OFFICER**
- **TREASURER'S REPORT**
  - AUTHORIZE LIST OF BILLS
- **ZONING OFFICER**
- **SOLICITOR**
- **LAND PLANNING ENGINEER**
  - UGI HEADQUARTERS: MODIFICATION OF CONDITION #13
  - FOUR SEASONS PRODUCE PARKING LOT SWM PLAN: FINANCIAL SECURITY REDUCTION
- **TRANSPORTATION ENGINEER**
- **SUPERVISORS**
  - **RESOLUTION 2017-15:** EAST COCALICO TOWNSHIP POLICE PENSION PLAN MINIMUM MUNICIPAL OBLIGATION IN THE AMOUNT OF \$591,823.00 AND AUTHORIZE SIGNATURE OF THE RESOLUTION BY DOUGLAS B. MACKLEY, CHIEF ADMINISTRATIVE PENSION OFFICER
  - **RESOLUTION 2017-16:** EAST COCALICO TOWNSHIP NON-UNIFORM PENSION PLAN MINIMUM MUNICIPAL OBLIGATION IN THE AMOUNT OF \$32,200.00 AND AUTHORIZE SIGNATURE OF THE RESOLUTION BY DOUGLAS B. MACKLEY, CHIEF ADMINISTRATIVE PENSION OFFICER
  - PERMISSION FOR THE ANNUAL LITITZ AREA MENNONITE SCHOOL (LAMS) TRASH-A-THON ON THURSDAY, OCTOBER 12TH (RAINDATE WEDNESDAY, OCTOBER 18TH)
- **TOWNSHIP MANAGER**
  - MANAGERS REPORT:
  - EAST COCALICO HEIGHTS UGI 'GET GAS' AGREEMENT
  - 2017 REAMSTOWN POOL FINANCIAL NUMBERS
- **EXECUTIVE SESSION (IF NEEDED)**
- **ADJOURN**

## **BOARD OF SUPERVISORS MEETING THURSDAY, SEPTEMBER 21, 2017**

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, September 21, 2017 at 7:30 p.m., held at East Cocalico Township, 100 Hill Road, Denver PA 17517

### **ATTENDANCE:**

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

**Employees:** Township Manager H. Scott Russell, Zoning Officer Tony Luongo, and  
Recording Secretary Lisa A. Kashner

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

**Visitors\*:** John P. Canty, Romao Carrasco, Paula J. Leicht, Brian Wise, Monica Craig-Fry, David Stahovich,  
Harvey Achey, Jeff Mitchell, Shaun Kaley, Steve Brubaker, Ken McCrea, and Eric Gervase

\*Only visitors who signed in are listed.

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

**PUBLIC COMMENT (NON-AGENDA ITEMS):** Nothing to report.

### **APPROVAL OF MINUTES:**

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve the Thursday, September 7, 2017 Board of Supervisor meeting minutes with the following edit: Page 1 Visitors area, delete one of the names for Randy Fox since it's listed twice. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

**ROADMASTER:** Nothing to report; to be in attendance at the next Board of Supervisors Meeting.

**POLICE DEPARTMENT:** Nothing to report; to be in attendance at the next Board of Supervisors Meeting.

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

### **TREASURER'S REPORT:**

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the 9/21/17 list of bills as presented: General Fund \$139,946.81; State Fund \$2,668.16; Light Fund \$14,492.06. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

**ZONING OFFICER:** The Zoning Officer's Report highlighted the August 2017 report: 32 applications, 35 permits issued, 10 in review, and 18 for pickup. Single Family Dwelling Units: 2. Alarm Ordinance Enforcement: 10 False Alarm Violations. ZONING HEARING BOARD: September: 746 White Oak Road applicant seeks approval to operate a Landscaping Business. Decision pending. October: No cases. CODE ENFORCEMENT: (1) 42 School Lane, site visit to confirm violation of side yard setbacks for patio and pergola. Stop work was initiated pending clarification and correction of plot plan layout. (2) 2550 N. Reading Rd., violation concerning lack of dumpster screening. Dumpster screening complete. (3) 12 Edie Dr., violation concerning modification of a stormwater facility without a permit. (4) 745 N. Reading Rd., second notice sent of violation concerning impervious area additions without stormwater management plan or approved earth disturbance permit. OTHER ITEMS: (1) 2194 N. Reading Rd., Citgo Station issued a notice to repair two light poles. (2) 2 Denver Road, Turkey Hill Mini Market applied for

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### **ZONING OFFICER:**                    *(CONTINUED)*

a transfer of liquor license from the Black Horse Ventures Inc. Follow-up: Township Permit approval is needed from Liquor Control Board. (3) 620 N. Reading Rd., commercial renovations of existing facility. Follow-up: New sign permit issued. (4) 1 West Church St., met with owner to discuss repairs of the apartment house. Follow-up: Building permit issued. (5) 54 Denver Rd., WEH site construction of new warehouse project. Follow-up: paving and site grading nearing completion. YEAR TO DATE: 11 single homes and 6 modules. • Secretary Fortna noted that the electronic panel board at Eagle Rental has not been operating correctly. Mr. Luongo to follow through.

**SOLICITOR:** Nothing to report.

### **LAND PLANNING ENGINEER:**

**UGI CORPORATE HEADQUARTERS - PRELIMINARY/FINAL LAND DEVELOPMENT PLAN/LOT ANNEXATION PLAN:** Ms. Paula Leicht and Mr. David Stahovich were in attendance for this plan. It was noted at their meeting on September 7, 2017 the Board of Supervisors adopted motions to amend the prior conditions of approval, specifically Condition 8 and 13. On September 19, 2017 a utility coordination meeting was held between UGI and Benderson with representatives of the Township in attendance. As a result of the utility coordination meeting and project coordination discussions with the Township Solicitor and Township Manager, a recommended motion for consideration by the Board of Supervisors was issued by the Township Solicitor on September 14, 2017.

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to amend Condition 13 of the prior conditional plan approval granted by the Board of Supervisors for the UGI Corporate Headquarters Preliminary/Final Land Development Plans/Lot Annexation, on August 17, 2017 and subsequently amended on September 7, 2017, as follows:

Condition 13. Applicant shall install proposed utilities along Colonel Howard Boulevard to service the proposed UGI project site and associated intersection signalization improvements in such a manner as to mitigate any adverse effects to the satisfaction of East Cocalico Township as it relates to the Benderson Land Development Plan for Cocalico Commons dated August 28, 2008, last revised April 15, 2009. UGI shall certify in writing that the UGI design has fully complied with the intent of this condition for each utility, before work on installing the utility begins. Finally, UGI shall verify during construction that the utilities are installed as designed and shall validate the installation through use of as-built surveys of utilities installed in the public right-of-way.

Chairman Mackley asked if there were any other comments or questions. Discussions and questions continued, which were answered. Motion carried. (3/0)

**FOUR SEASONS PRODUCE PARKING LOT EXPANSION STORMWATER MANAGEMENT PLAN: AS-BUILT ACCEPTANCE AND FINANCIAL SECURITY REDUCTION:** No one was in attendance for this plan. Mr. Russell noted that the Township received a letter from Pioneer Management dated August 7, 2017 requesting full release of the escrow currently being held by the Township for the project. The letter was accompanied by As-Built Plans also prepared by Pioneer Management, dated August 3, 2017. Becker reviewed the As-Built Plans and conducted a site observation on September 20, 2017. As a result of the above, the Board of Supervisors approved the following motion:

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to authorize the acceptance of the As-Built Plans as prepared by Pioneer Management, dated August 3, 2017 conditioned upon the applicant's consultant updating the plan to address the items identified in the Becker email dated September 21, 2017, and to authorize the release of \$95,656.06 of the current financial security, resulting in the remaining total security being held by the Township of \$2,500.00. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

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**TRANSPORTATION ENGINEER:** Nothing to report.

**SUPERVISORS:** Mr. Russell discussed in length the pension plans and the recommendation to look into new pension providers. There were questions on how the MMO is derived and how it compares to last year. Lengthy discussions continued. Questions were asked by Mr. Brubaker, Mr. McCrea, and Mr. Mitchell. Questions continued, which were answered.

**RESOLUTION 2017-15:** East Cocalico Township Police Pension Plan Minimum Municipal Obligation (MMO).

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to adopt Resolution 2017-15 for the 2018 Police Pension Plan Minimum Municipal Obligation (MMO) establishing the Plan MMO in the amount of \$591,823.00 and authorize signature of the resolution by Douglas B. Mackley, Chief Administrative Pension Officer. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**RESOLUTION 2017-16:** East Cocalico Township Non-Uniform Pension Plan Minimum Municipal Obligation (MMO).

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to adopt Resolution 2017-16 for the 2018 Non-Uniform Pension Plan Minimum Municipal Obligation (MMO) establishing the Plan MMO in the amount of \$32,200.00 and authorize signature of the resolution by Douglas B. Mackley, Chief Administrative Pension Officer. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**ANNUAL LITITZ AREA MENNONITE SCHOOL (LAMS) TRASH-A-THON:** Held on Thursday, October 12<sup>th</sup> (and the rain date Wednesday, October 18<sup>th</sup>).

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the Lititz Area Mennonite School (LAMS) Trash-A-Thon fundraising event to be held on Thursday, October 12, 2017 (rain date of Wednesday, October 18<sup>th</sup>). Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**TOWNSHIP MANAGER:** Mr. Russell highlighted the Manager's Report: the East Cocalico Heights UGI "Get Gas" Agreement and the plan set are in sync with one another (a UGI cost of \$111,201.64). Mr. Russell explained that the Agreement encompasses all of the restoration requirements; it is very clear what a contractor has to do. Discussion and questions continued, which were answered.

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to execute the East Cocalico Heights (ECH) UGI "Get Gas" Agreement. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

Mr. Russell noted that PennDOT contacted the Township about the posted speed limit along Stevens Road; they will be increasing the speed from 35 MPH back up to 40 MPH (outside the village of Stevens) which is what it was previously posted. Mr. Russell stated that years ago when the speed limit was reduced on Stevens Road, it was found that the PennDOT contractor posted all of Stevens Road, which was in error. PennDOT will be changing the speed limit signs (Pfaust Hill Rd. to Church St.) increasing the speed limit up by 5mph. Mr. Russell to follow through with PennDOT on Monday and request a speed study. • Eric Gervase was present for the Cocalico Youth Soccer Club presenting a concept plan to develop fields at the municipal complex. Mr. Gervase noted the club will be putting a lot of work into soliciting, but before they do, they wanted to explain to the Supervisors and get their support before they start soliciting. The Recreation Board recommended that the Cocalico Youth Soccer Club investigate adding soccer fields to the Municipal Complex. The Supervisors in general also support the general

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**TOWNSHIP MANAGER:**                      ***(CONTINUED)***

concepts proposed by the soccer club. Discussion about the need for master planning the Municipal Complex also occurred to include future expansions of the municipal building and other park uses. This work will be done by the Township. The Cocalico Youth Soccer Club stated their goal is to try to build these fields using donations, grants and in-kind labor. ● Stoney Pointe Park Community Build - Community Build. Funding discussed, to include DCNR grants for park projects and onsite parking needs. Discussed the November Recreation Board meeting to be advertised inviting the community to hear about the project (at Reamstown Fire Hall), solicit interests in participating with door handouts. ● A resignation was received from Mr. Ralph Buckles late this evening. A formal announcement will be at the next Supervisors meeting. Discussions were held concerning the need to advertise for the open positions on the Recreation Board, the Traffic Impact Committee, as well as alternates. ● A meeting was held with Judge Reinaker for discussion on the elimination of four District Justices offices; one of the office being the local District Justice Hamill's Office. ● Reviewed the 2017 pool numbers year to date. Discussions held on establishing a community pool board.

**EXECUTIVE SESSION:** None.

**ADJOURN:**

**MOTION:** There being no further business to come before the Board, Secretary Fortna made a motion seconded by Vice Chairman Fry to adjourn the meeting at 9:12 p.m. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

Respectfully submitted,

Noelle B. Fortna  
Board of Supervisor Secretary