

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

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

THURSDAY, NOVEMBER 2, 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, OCTOBER 19, 2017
- **ROADMASTER**
- **POLICE DEPARTMENT**
- **SEWAGE ENFORCEMENT OFFICER**
- **TREASURER'S REPORT**
 - DENVER ROAD BRIDGE REPLACEMENT PAYMENT APPLICATION #8 FOR \$208,929.02
 - AUTHORIZE LIST OF BILLS
- **ZONING OFFICER**
- **SOLICITOR**
- **LAND PLANNING ENGINEER**
- **TRANSPORTATION ENGINEER**
 - BRIDGE CONSTRUCTION UPDATE ON SMOKESTOWN ROAD (ROUTE 1034)
 - SIGNAL PERMIT DISCUSSION – CHURCH ST. AND RT. 272
 - DENVER ROAD BRIDGE CLOSURE 11/22 TO 11/27
- **SUPERVISORS**
 - DISCUSS THE PROCESS FOR SELECTING A NEW AUDITING FIRM AND A NEW AUDITOR
 - PENSION AND ACTUARIAL RFP'S- PLAN TO ADVERTISE
 - DISCUSSION ABOUT EXEMPTING TOWNSHIP FROM EXPANDED GAMBLING BILL
- **TOWNSHIP MANAGER**
 - MANAGERS REPORT
- **EXECUTIVE SESSION (IF NEEDED)**
- **ADJOURN**

Please note that all meetings are recorded. The purpose of the recordings is to assist with the preparation of meeting minutes.

Upon adoption of the meeting minutes the recordings are destroyed.

BOARD OF SUPERVISORS MEETING THURSDAY, NOVEMBER 2, 2017

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, November 2, 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, Sgt. Keppley, Zoning Officer Tony Luongo, Assistant Road Master Chris Flory, and Recording Secretary Lisa A. Kashner

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

Visitors*: Daniel Hibshman, Ken McCrea, Jeff Mitchell, Monica Craig-Fry, Chad Weaver of the Stevens Fire Company, Brian Wise, Steve Brubaker, Romao Carrasco, and Reamstown Fire Chief Harvey Achey

*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): Mr. McCrea questioned when the UGI Get Gas program is starting, and Mr. Russell answered that the program has been delayed a couple of weeks, they still need to get the Agreement to the Township.

APPROVAL OF MINUTES:

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

ROADMASTER: Chris Flory highlighted the October 2017 Highway Report: Repairing and replacing signs, scraping road edges, servicing trucks and equipment as needed, maintaining parks, repaired the brake issue on the loader, drain grate manufactured by Zimmomatic and installed on Holtzman Rd., inspecting the work being performed in Morganshire Development – Phase 2 and 3, Road Crew participated in a chainsaw safety class held by PA Recreation and Park Society, pressure washed the snack bar floors and shut down and drained the water system to the pool, crack sealing the roads in the township plus sealed the repairs made by the East Cocalico Township Authority, and cleaning leaves from storm drains.

POLICE DEPARTMENT: Sgt. Keppley highlighted the October 2017 Police Department Report.

SEWAGE ENFORCEMENT OFFICER (SEO): Nothing to report.

TREASURER'S REPORT: Mr. Russell requested that the Denver Road Bridge replacement payment application #8 be acted upon first.

MOTION: Vice Chairman Fry made a motion, seconded by Chairman Mackley, to approve the Denver Road Bridge Replacement Payment Application #8 for \$208,929.02. Chairman Mackley 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 approve the November 2, 2017 list of bills as presented: General Fund \$104,943.35; State Fund \$1,417.17; Denver Road Bridge Project/Payment #8 \$208,929.02; Light Fund \$14,666.25; Hydrant Fund \$14,770.00. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

BOARD OF SUPERVISORS MEETING THURSDAY, NOVEMBER 2, 2017

ZONING OFFICER: Mr. Luongo to highlight the Zoning Officer's Report at the next Supervisors Meeting.

SOLICITOR: Nothing to report.

LAND PLANNING ENGINEER: Nothing to report.

TRANSPORTATION ENGINEER:

BRIDGE CONSTRUCTION UPDATE ON SMOKESTOWN ROAD (RT 1034): Mr. Russell provided an update on the Smokestown Road Bridge project. The Township was notified the end of October 2017 that PennDOT will be closing the Smokestown bridge on October 30, 2017 instead of 2018. After receiving complaints, Mr. Russell agrees there should be a bridge out sign. PennDOT has been contacted.

SIGNAL PERMIT DISCUSSION AT CHURCH STREET AND RT. 272: Mr. Russell noted that Rettew Associates completed the survey and traffic counts, and laid out a concept plan of what the improvements would look like with the Act 209 study. Guidance needed for two options: (1) install the pre-emption and install the right turn lane on Rt. 272 heading Northbound headed towards Reamstown Rd., or (2) also install the left turn lane signals on Rt. 272 (originally what Rettew looked at) which will require replacing the signal hardware. To help pay for the second option Rettew will prepare a "Green Light to Go Grant" to see if the Township can get funding to cover 80% of the cost of the new signal hardware (a grant for \$280,000.00). Rettew's fee to prepare the "Green Light to Go Grant" is \$5,100.00

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve Rettew Associates to assist the Township in applying for a grant that is approximately \$280,000.00 for the Green Light-Go Program for the signal permit at Church Street and Rt. 272 at Rettew's estimated fee of \$5,100.00 to prepare the application; and if the grant is not approved then pre-emption shall still be installed. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

DENVER ROAD BRIDGE CLOSURE 11/22 TO 11/27: Mr. Russell highlighted that the contractor is on track for completion in early December 2017. Rettew notified the Township regarding the potential impact truck traffic will have on the stage 2 concrete deck pour which will vibrate the freshly poured deck Rettew is recommending the bridge be closed during the stage 2 deck pour. The contractor is preparing to pour the stage 2 bridge deck on Wednesday 11/22 and therefore recommend the bridge be closed to all traffic sometime between 9am and 12pm on Wednesday 11/22 and then reopen the bridge at 6am on Monday 11/27. The surrounding businesses were contacted and local access will be maintained.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve closing the Denver Road Bridge of all traffic from sometime between 9am and 12pm on Wednesday 11/22 and then reopen the bridge at 6am on Monday 11/27; conditioned that the Schools and Emergency Services are notified of the same. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

SUPERVISORS:

DISCUSS THE PROCESS OF SELECTING A NEW AUDITING FIRM AND A NEW AUDITOR: Mr. Russell stated that the Townships previous auditor for the Township will not be working out, and it is critical that the Township has a new firm in place for the new year. The Township Solicitor to confirm that no advertising is needed. A bid list is already prepared. Mr. Russell will present a Request for Proposal for Auditing Services at the next meeting for approval.

PENSION AND ACTUARIAL RFP'S – PLAN TO ADVERTISE: Mr. Russell noted that the Township now has a pre-screen list of six Actuary Service providers and a list of ten Pension Service providers. The Board of Supervisors noted to contact this pre-screened list in lieu of advertising per the satisfaction of the Township Solicitor. Discussions continued. Solicitor will verify public advertising requirements and then the RFP's will be issued by the Township.

**BOARD OF SUPERVISORS MEETING
THURSDAY, NOVEMBER 2, 2017**

SUPERVISORS: (CONTINUED)

DISCUSSION ABOUT EXEMPTING TOWNSHIP FROM EXPANDED GAMBLING BILL: Mr. Russell stated that an e-mail was received from Representative Fee regarding the General Assembly's passing of a gaming expansion bill. Rep. Fee noted that it appears the Governor intends to sign the bill into law. Rep. Fee opposed the bill. She wants to inform the Township, they can opt out, prohibiting the location of a Category 4 licensed facility in the Municipality. Mr. Russell noted that Category 4 is specifically for 10 mini casinos throughout the State. It was noted that this bill will not affect anything at the VFW, Fire Department, etc. Mr. Wise suggested getting it in writing. Lengthy discussions continued. The Board instructed Mr. Russell to gather more information for the next Supervisor's meeting.

TOWNSHIP MANAGER: Mr. Russell highlighted the Manager's Report dates covering 10/19/17 to 11/1/17: UGI GET Gas East Cocalico Heights update- Agreement was sent to UGI on September 25th. Waiting on UGI to execute the agreement and request a Road Occupancy Permit. Anticipate the work November 13th (subject to change). • Morganshire update- Developer has completed the paving. • Meeting held with County contractors on October 30th concerning the Road Crew radios and the Township new telephone system, or the possibility to install blue tooth in the trucks to communicate through their cell phones. • Stoney Pointe Park Community Build handout is prepared by the Recreation Board and will be distributed around to the communities near the park. A special kick off meeting to present the idea to the community will be held on December 5th at 7pm at the Reamstown Fire Hall. • Pool Working Group meeting will occur next week. • The Budget schedule was discussed with November 13th being advertised as a Budget workshop presentation with staff at 3pm.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to advertise for the public Budget Workshop Meeting to be held at 3pm on Monday, November 13, 2017. Chairman Mackley asked if there were any questions. There were none. Motion carried.

Planned activities: 11/6 LCATS Fall Conference at Yoders, 11/7 Election Day, 11/9 ground breaking ceremony for UGI Corporation. • Lengthy discussions continued concerning a Township Auditor; discussions and questions continued which were answered.

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 8:56 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