

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING

AGENDA

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

TUESDAY, JANUARY 2, 2018 at 7:30 P.M.

- **MEETING CALLED TO ORDER AT 7:30 P.M.**
- **ORGANIZATION**
 - ELECTIONS
 - APPOINTMENTS
 - OTHER ANNUAL MOTIONS
- **LAND PLANNING ENGINEER**
 - WABASH LANDING – PHASE 1 FINAL SUBDIVISION AND LOT ADD-ON PLAN:
CONDITIONALLY APPROVE
- **SUPERVISORS**
 - **RESOLUTION 2018-01:** HYDRANT TAX PARITY MILLAGE ADJUSTMENT
 - **RESOLUTION 2018-02:** SETTING HYDRANT TAX MILLAGE FOR 2018
 - **RESOLUTION 2018-03:** ESTABLISHING A FEE SCHEDULE IN ACCORDANCE WITH THE
REQUIREMENTS OF THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE
 - **RESOLUTION 2018-04:** ESTABLISHING BUILDING PERMIT FEES
 - MILEAGE REIMBURSEMENT RATE SET AT THE IRS RATE OF 54.5 CENTS PER MILE
 - CONTINUED DISCUSSION ON CHIEF TERRY ARMENT RETIREMENT
- **PUBLIC COMMENT (FOR NON-AGENDA ITEMS)**
- **EXECUTIVE SESSION (IF NEEDED)**
- **ADJOURN**

BOARD OF SUPERVISORS MEETING TUESDAY, JANUARY 2, 2018

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Tuesday, January 2, 2018 at 7:30 p.m., held at East Cocalico Township, 100 Hill Road, Denver PA 17517

ATTENDANCE:

Supervisors: Chairman Alan R. Fry, Vice Chairman Romao "RC" Carrasco, Secretary Douglas B. Mackley

Employees: Township Manager H. Scott Russell, Sgt. Keppley, Officer Walsh, Financial Administrator Elizabeth Dorneman, and Recording Secretary Lisa A. Kashner

Engineer: Brent Lied

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

Visitors:* Brian Wise, Jeff Mitchell, Ken McCrea, Harvey Achey, Donny Stover, Chad Weaver, David Hollinger, Daniel Hibshman, Noelle Fortna, Chanse Firestone, Wesley Hoover, and Susan Mitchell

*Only visitors who signed in are listed.

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.

ELECTIONS:

MOTION: Douglas B. Mackley made a motion, seconded by Romao "RC" Carrasco, to elect Alan R. Fry as Chairman of the East Cocalico Township Board of Supervisors. Douglas B. Mackley asked if there were any questions. There were none. Motion carried. (2/0)

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

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

APPOINTMENTS:

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to appoint Alan R. Fry as Assistant Treasurer. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint Romao "RC" Carrasco as Chief Administrative Officer for Police and Non-uniform Pension Plans and Douglas B. Mackley as Alternate Chief Administrative Officer for Police and Non-uniform Pension Plans. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint H. Scott Russell as Township Manager, Assistant Secretary, Open Records Officer, Township Engineer, and the PSATS Voting Delegate. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Ralph Buckles and Kathleen O'Connell as Planning Commission Board Members for a term that expires December 31, 2021. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

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APPOINTMENTS: *(CONTINUED)*

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint Joe Becker and Jason Wellman as Recreation Board Members for a term that expires December 31, 2022. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint Samuel E. Weaver, Jr. as Authority Board Member with the East Cocalico Township Water & Sewer Authority for a term expiring December 31, 2022. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

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

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Ashley Fichthorn as Zoning Hearing Board Member for a term that expires December 31, 2020. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Kathleen O'Connell to the Transportation Impact Fee Advisory Committee. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

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

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint H. Scott Russell Transportation Impact Fee Advisor. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

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

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

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

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

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint Rettew Associates as the Transportation Engineer, Transportation Impact Fee Consultant, and Alternate Land Planning Engineer. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

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

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APPOINTMENTS: (CONTINUED)

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

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

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

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to appoint Alan R. Fry as part-time Equipment Operator and part-time Recreation Director. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

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

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

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to appoint Douglas B. Mackley as ECT Intermunicipal Group (IMG) Representative and H. Scott Russell as IMG Alternate. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

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

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint Mike Hession as Lancaster County Tax Collection Bureau (LCTCB) municipal representative, and Carolyn Hildebrand as alternate, for the municipalities in the Cocalico School District on the LCTCB for 2018. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Romao Carrasco and Warren Peters as Lancaster County Housing and Redevelopment Authorities – Regional Advisory Council/Steering Committee as the Township Representatives. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Lisa A. Kashner as Recycling Coordinator and Romao Carrasco as Assistant Recycling Coordinator. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to appoint Alan R. Fry as Pennsylvania's State Association of Township Supervisors (PSATS) Alternate Voting Delegate. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

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

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to appoint Barry Weaver as Vacancy Board Member. Secretary Mackley voted against. Chairman Fry asked if there were any questions. There were none. Motion carried. (2/0)

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PUBLIC COMMENT (NON-AGENDA ITEMS): Budget questions were asked which were answered.

LAND PLANNING ENGINEER:

WABASH LANDING – PHASE 1 FINAL SUBDIVISION AND LOT ADD-ON PLAN – CONDITIONALLY APPROVE: No one was present for this plan. Mr. Russell briefly discussed.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to re-acknowledge approval of the Wabash Landing - Phase 1 Final Subdivision and Lot Add-On Plan, as last revised August 2, 2017, conditioned the applicant signing and submitting all required legal documents including the Developer's Agreement, and authorize for the Board of Supervisors to sign the plans when executed and certified by all necessary parties and submitted to the Township in a form acceptable to the Township and Township Solicitor. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

SUPERVISORS:

RESOLUTION 2018-01: Hydrant tax Parity Millage Adjustment, acknowledges the tax neutral rate.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to adopt resolution 2018-01. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

RESOLUTION 2018-02: Setting Hydrant Tax Millage for 2018, acknowledges a tax neutral rate.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to adopt resolution 2018-02. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

RESOLUTION 2018-03: Establishing a fee schedule in accordance with the requirements of the Pennsylvania Municipalities Planning Code.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to adopt resolution 2018-03. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

RESOLUTION 2018-04: Establishing Building Permit Fees

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to adopt resolution 2018-04. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

Mileage reimbursement rate set at the IRS rate of 54.5 cents per mile.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco to approve the 2018 mileage reimbursement rate set at the IRS rate of 54.5 cents per mile. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

CONTINUED DISCUSSION ON POLICE CHIEF: Mr. Russell noted that the Supervisors and two Denver Borough Representatives held a Police Chief interview earlier today for Sgt. Keppley. The interview went well.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to authorize the Township to engage in a narrative with Sgt. Keppley in the development of a Police Chief Employment Agreement that is mutually agreed on by all parties and will be formally executed by the Board of Supervisors at a future public meeting. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

PUBLIC COMMENT (FOR NON-AGENDA ITEMS): Some questions were asked on the Appointments which were answered.

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EXECUTIVE SESSION: None.

ADJOURN:

MOTION: There being no further business to come before the Board, Vice Chairman Carrasco made a motion seconded by Secretary Mackley, to adjourn the meeting at 8:00 p.m. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

Respectfully submitted,

Douglas B. Mackley
Board of Supervisor Secretary