

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING

AGENDA

HELD AT STEVENS FIRE CO., 91 STEVENS ROAD, STEVENS, PA 17578

THURSDAY, MARCH 1, 2018 at 7:30 P.M.

- 1. CALL TO ORDER AND THE PLEDGE OF ALLIGIANCE**
- 2. SPECIAL VISITOR: TINA THOMPSON FROM THE OFFICE OF SENATOR AUMENT**
- 3. PUBLIC COMMENT (FOR NON-AGENDA ITEMS)**
- 4. APPROVAL OF PAST MEETING MINUTES: THURSDAY, FEBRUARY 15, 2018**
- 5. DEPARTMENT REPORTS**
 - a) POLICE DEPARTMENT REPORT**
 - b) ROADMASTER REPORT**
- 6. TREASURERS REPORT**
 - a) DENVER ROAD BRIDGE REPLACEMENT PAYMENT APPLICATION #11 FOR \$105,782.33**
 - b) AUTHORIZE LIST OF BILLS**

7. ACTION ITEMS

- a) APPROVE PURCHASE OF A 5500 DODGE DUMP WITH PLOW AND ANTISKID SPREADER**
- b) JASON HOLLINGER – WAIVER OF LAND DEVELOPMENT**
- c) MARK WEAVER SWM PLAN – WAIVER/MODIFICATIONS AND CONDITIONAL SWM PLAN APPROVAL**

8. OLD BUSINESS CONTINUED DISCUSSIONS

- a) DISCUSSION ON AUDIO RECORDING OF MEETINGS AND RIGHT TO KNOW REQUEST**
- b) DISCUSSION ON CAPITAL INVENTORY DETAILED LISTING FOR BUDGETING AND END OF LIFE PLANNING UPDATE**
- c) DISCUSSION ON HOW MANAGE THE PUBLIC COMMENT PERIOD**
- d) STRATEGIC BUDGET FORECASTING: UPDATE**
- e) CONTINUED DISCUSSION ABOUT VIDEO TAPPING MEETINGS**

9. NEW BUSINESS FOR DISCUSSION

- a) REQUEST TO JOIN THE ECONOMIC DEVELOPMENT COMPANY OF LANCASTER COUNTY**
- b) REQUEST LEO CLUB TOLL ROAD SATURDAY, MAY 12, 2018 FROM 8AM UNTIL NOON**

10. MANAGER'S REPORT

11. ANNOUNCEMENTS

12. ADJORNMENT

BOARD OF SUPERVISORS MEETING THURSDAY, MARCH 1, 2018

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, March 1, 2018 at 7:30 p.m., held at the Stevens Fire Co., 91 Stevens Rd., Stevens, PA 17578

ATTENDANCE:

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

Employees: Township Manager H. Scott Russell, Police Chief Keppley, 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:* Ken McCrea, Chance Firestone, Monica Craig-Fry, Tina Thompson, Chad Weaver, Jason Hollinger, Brian Wise, Wesley Hoover, and Jason Oberholtzer

*Only visitors who signed in are listed.

Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • Chairman Fry thanked the Stevens Fire Company for hosting the East Cocalico Township Meeting tonight.

SPECIAL VISITOR: Tina Thompson from Senator Aument's office was present to note: (1) Senator Aument has a local district office in Lititz, (2) the Senator would like to inform the Township to let him know if there is anything the Township needs, (3) House Bill 914 has passed in the House (Stormwater Management and Local Municipalities). Secretary Mackley asked for an update on the radar bill (a bill which would allow radar to be used by local police not just State Police, and Ms. Thompson noted that Senator Aument is in favor of this bill stating that the bill looks favorable and is sitting in the House. Vice Chairman Carrasco inquired about the recent talks of charging residents for State Police coverage for the Municipalities without any police coverage. Ms. Thompson answered that the topic came up last year to charge a \$25 fee per physical address, however to date nothing has happened with this Bill. Mr. Firestone asked about the redistricting. Ms. Thompson answered that currently this bill is in two different Court systems (Senate Bill 22). The latest drawn map by the legislator was rejected, although the Bill is still being challenged in Court. The deadline date is approaching which could mean that the original map will be reverted back. Ms. Thompson stated the Senator believes that something should be done with the redistricting. This challenge is going up to the Federal level. The Board of Supervisors thanked her for her attendance.

PUBLIC COMMENT (NON-AGENDA ITEMS): Mr. McCrea noted that he looked into the videos for Brecknock Township noting that he found a video and has sent the links to Mr. Russell.

APPROVAL OF MINUTES: **MOTION:** Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve the Thursday, February 15, 2018 Board of Supervisors meeting minutes. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

DEPARTMENT REPORTS:

POLICE DEPARTMENT: Chief Keppley gave a brief report.

ROAD MASTER REPORT: Chris Flory reported on the February 2018 Road Masters Report: cindered 16 times and plowed 6 times. • They have had 750 tons of salt delivered and have hauled 250 tons of anti-skid to the shop. • Repairs needed: plow damaged from a manhole that broke the pivot arm support. Discussions were held with the Authority on keeping their manhole covers lower. The bucket truck cylinders needed repaired and serviced. The F550 had some of the studs sheared off on the left rear wheels. New rims mounted. • L&N Zimmerman completed all of the bore drillings in East Cocalico Heights for the Get Gas program. • Contacted

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Bowmansville Turnpike Maintenance Shed to inquire when they plan on fixing the guiderail that came off at the interchange at Leshar Road. • Contacted PennDOT about water issues on Smokestown Road, they are willing to try and assist in any way they can with the issue of permitting. • Meeting with homeowners who are affected the most with the Townships road widening projects on Buzzard and Indiandale Roads. • Windstream and PPL also contacted for the poles needing relocated for the widening projects for safety reasons. • Contacted Stony Run warehouse owners about their driveway disintegrating and tracking onto Denver Road and the possible repairs needing done prior to the work on Denver Road. • Stewart and Tate contacted for an issue with the Ralumac and H&K for cracks seen on South Reamstown Road since the roads were done just last year. The contractors agreed. • The Road Crew will be catching up on the all trimming. • The park bench at Fishing Creek on the island in the middle from the high water will be retrieved when the weather is more suitable. • Started working on the porch posts at the Police Department.

TREASURER'S REPORT:

DENVER ROAD BRIDGE REPLACEMENT PAYMENT APPLICATION #11: Mr. Russell explained that the Payment Application #12, and the final payment, will not be before the Board of Supervisors due to some stormwater issues ponding along the deck of the shoulder on the farm side on Denver Road bridge. The contractor presented a plan to the Township on how they are going to fix the ponding issue. The Township Engineer does not agree with the plan, and the contractor came up with an alternative plan: during warmer weather to diamond grind around the high spots of the ponding to get the water to flow at a positive direction. Mr. Russell stated that the bump at the bridge will be fixed during the Denver Road paving project sometime around June or July 2018.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve the Denver Road Bridge Replacement Payment Application #11 for \$105,782.33. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

AUTHORIZE LIST OF BILLS:

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve the March 1, 2018 list of bills as presented: General Fund \$111,550.41; Denver Road Bridge Project/Payment #11 \$105,782.33. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

ACTION ITEMS: The action items were readjusted to accommodate the attendance of visitors.

JASON HOLLINGER WAIVER OF LAND DEVELOPMENT: Jason Hollinger was in attendance for this plan. Mr. Hollinger noted that interest was expressed in a Conservation Plan, and Mr. Hollinger noted that a meeting is scheduled with Team Ag to get a Conservation Plan into place. Mr. Russell highlighted the plan.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to approve a waiver of Land Development related to the property at 136 Muddy Creek Road, as requested by Pioneer Management on January 24, 2018 on behalf of Jason Hollinger, to authorize the construction of a second single family dwelling on the property in the same general location as the prior de-constructed dwelling and utilizing the existing driveway, conditioned upon the applicant, 1) Preparing a Stormwater Management Plan consistent with the Township Stormwater Management Ordinance and obtaining Stormwater Management Plan approval from the Township, 2) The applicant obtaining Erosion and Sedimentation Control Plan approval from LCCD, 3) The applicant obtaining NPDES permit approval from the LCCD/DEP and 4) The applicant satisfying all applicable Township and DEP standards relative to the permitting and installation of a separate on-lot sanitary sewer system for the proposed dwelling. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

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EVERGREEN ACRES PRODUCE/MARK WEAVER – STORMWATER MANAGEMENT PLAN: No one was in attendance for this plan. Mr. Russell highlighted the plan.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve a waiver/modification of §185-14.A.(10) and §185-23.C. of the East Cocalico Township Stormwater Management Ordinance related to geological evaluation, conditioned upon notation being added to the plan clarifying the need to contact a professional geologist upon discovery any karst features or geologic concerns during site grading. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve a waiver/modification of §185-14.B.(3) of the East Cocalico Township Stormwater Management Ordinance related to locating and depicting existing features within 200' of the property lines, conditioned upon the applicant's consultant depicting existing features deemed necessary by the Township and Township Engineer to allow for proper evaluation of the proposed improvements. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve a waiver/modification of §185-23.A.(2)(c) of the East Cocalico Township Stormwater Management Ordinance related to loading rates for stormwater volume control facilities in karst areas to authorize the design as presented on the current plans. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to approve a waiver/modification of §185-31.D. of the East Cocalico Township Stormwater Management Ordinance related to the requirement for 2 foot of freeboard between a minimum finish floor elevation and the 100 year water surface of a stormwater facility and authorize 1.5' of freeboard as it relates to an adjacent barn structure. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to conditionally approve the Stormwater Management Plan for Evergreen Acres Produce conditioned upon the applicant addressing all items outlined in the Becker Engineering, LLC. review email dated February 19, 2018 to the satisfaction of the Township, Township Zoning Officer, Township Engineer and Township Solicitor. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to authorize the Board of Supervisors to sign the Improvement Guarantee Agreement (IGA) with accompanying financial security in the amount of \$32,598.96 and the Stormwater Maintenance and Easement Agreement (SWMEA) related to the Stormwater Management Plan for Evergreen Acres Produce, when executed by the applicant and submitted to the Township in a form acceptable to the Township Solicitor. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to authorize signature of the Stormwater Management Plan for Evergreen Acres Produce 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 determined acceptable to the Township and Township Engineer. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

5500 DODGE DUMP TRUCK WITH PLOW AND ANTISKID SPREADER: Mr. Russell highlighted the Co-Star truck quotes received: (1) 2018 Dodge 5500 Dump Truck includes plow, antiskid spreader, and outfitting for \$86,710.00, and (2) Ford quote includes outfitting of the truck for \$89,552.00. Mr. Russell noted that Municipal Capital Finance offers a financial package for a five year annual lease on the 2018 Dodge 5500 Dump Truck for annual payments of \$19,274.54 at 3.92%. Mr. Flory noted that there are a couple local shops

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that said they could get this size truck in their garage to be serviced; it was a cost savings of \$7,550.00 through Co-Stars. Mr. Firestone asked about the GEW on the Dodge dump truck. Brief discussions were held.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Fry, to authorize the purchase of a 2018 Dodge 5500 Dump Truck includes plow, antiskid spreader, and outfitting from Hondru Dodge Chrysler Jeep Ram for \$86,710.00 and authorized staff to finance the purchase by entering into a five year lease with Municipal Capital Finance for an annual payment of \$19,274.54 with an interest rate of 3.92%. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

OLD BUSINESS CONTINUED DISCUSSIONS

DISCUSSION ON AUDIO RECORDING OF MEETINGS AND RIGHT TO KNOW REQUESTS: Vice Chairman Carrasco tabled this item.

DISCUSSION ON CAPITAL INVENTORY DETAILED LISTING FOR BUDGETING AND END OF LIFE PLANNING UPDATE: Vice Chairman Carrasco tabled this item.

DISCUSSION ON HOW TO MANAGE THE PUBLIC COMMENT PERIOD: Vice Chairman Carrasco tabled this item.

CONTINUED DISCUSSION ABOUT VIDEO TAPPING MEETINGS: Vice Chairman Carrasco tabled this item.

NEW BUSINESS FOR DISCUSSION:

REQUEST TO JOIN THE ECONOMIC DEVELOPMENT COMPANY OF LANCASTER COUNTY: Mr. Russell recommended that the Township become a member of the Economic Development Company (EDC) of Lancaster County at a membership fee of \$500.00.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve the Township join as a member of the Economic Development Company for \$500.00. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

REQUEST LEO CLUB TOLL ROAD SAT., MAY 12, 2018 FROM 8AM UNTIL NOON: Mr. Russell noted that a request was received from the LEO Club at the Cocalico High School. Each year they organize and facilitate a "Toll Road" for the purpose of collection donations for a charity. The Toll Road event will be held at the 4-way intersection of Reamstown Road and Church Street in Reamstown on Saturday, May 12, 2018 from 8:00am until noon. Mr. Russell highlighted the research done by Secretary Mackley concerning the schedule the Township follows for events taking place at the intersection of Reamstown Road and Church Street in Reamstown: (1) March or April on Good Friday for the Reamstown Fire Company, (2) May for the LEO Club, and (3) November (Black Friday) for the East Cocalico Lions Club.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to approve the LEO Club Toll Road at the 4-way intersection of Reamstown Road and Church Street in Reamstown on Saturday, May 12, 2018 from 8:00am until noon. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

TOWNSHIP MANAGER: Mr. Russell highlighted specific projects being worked on: ● Morganshire: Developer is working on legal documents and as-built surveys required for roadway dedication. Securities were setup over Christmas. Getting closer to roadway dedication of Phase 2 and Phase 3 work. ● Denver Road: Mr. Russell read over the Denver Road specifications, specifically noting that (1) it's highly encouraged to perform all work at night (7pm to 5am) and at no time during the project will lanes be closed between the hours of 7am

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and 9am, and 4pm and 6pm Monday through Friday, and (2) work on the S-curve to Rt. 272 shall be done during night-time hours 7pm to 5am to minimize intersection impact. Mr. Russell stated that when he and the Road Master walked the roadway, they came up with items that will increase the cost and ultimately looked at items to decrease the costs. Mr. Russell highlighted items on the Denver Road Project Specifications: (1) decreasing the costs with variable depth milling (mill at the centerline of the roadway a half inch, and at the right shoulder line or at the curb line a inch and a half which would add about a 1% slope, (2) the contractor shall provide a flashing message board at Rt. 272 and Denver Rd. to notify drivers a minimum of five days in advance of the start of the work, (3) a temporary line stripping requirement, (4) temporary pavement, (5) a reverse crown (2% cross slope), (6) requiring the contractor to do full depth patching at the intersection of Rt. 272 and Denver Road, and (7) addressing an area to the direction of the West of High Concrete where there is an approximately 100 foot section where trucks have been tracking off of the roadway which a 2 foot strip of widening where the trucks are tracking off. • Mowing and Farm Lease Contracts: Changes to the mowing contract have been made as discussed. Request for quotes will occur on Monday. I met with our current farming tenant about the changes proposal (to include increased hay areas and a three year contract), and he is now interested in turning the entire front farmed section into hay this fall and will transition with soy bean or something other than corn for spring planting. He agreed verbally to no till the remaining land and to obtain a conservation plan. All of this will be in the new contract. The other party that was possibly interested in leasing the land has withdrawn the request. • Recreation Board Update: Reminder that next public meeting to discuss a community build will be held during regular Rec Board meeting on March 20, 2018. • The Board discussed the Stoney Pointe Project with interested residents. We are up to about 20 potential volunteers for the build committee. • Rec Board request permission for the Board of Supervisors to authorize the Manager to obtain community build consultant proposals. These would be professional services contracts and will be a combination of qualification and price selection.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to authorize the Township Manager to obtain community build consultant proposals for professional service contracts. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

Two open positions are on the Recreation Board; with one prospective candidate. • The use of granular materials to replace the worn out bituminous trails at Reamstown Park was discussed and agreed to with some concerns. Mr. Russell noted that all of the granular material received from Denver Road project will be kept; which will be noted in the specifications that the material will be kept by the Township (approximately 960 cu yd). • Pool Update: Pool Group meeting on February 20, 2018. Continuation of past discussion items occurred. Swim team is actively fundraising with the assistance of Jason Wellman. Pool Group is meeting on March 8th to finalize the rate schedule which will propose a multi-pool (shared pool) rate with Denver Borough allowing use of both pools for a bigger fee. This will be an action item discussion at the 3/15 Supervisors meeting. Life guard interviews will be March 5th and March 9th. We have 4 more applicants than open positions due to a better than expected number of returning guards. • Policy discussion: Recommend a discussion about right sizing development in the Township. Topics to include lighting in proposed township residential developments, sizing streets, when to curb vs. no curb, when to sidewalk vs. no sidewalk, eliminating minimum parking requirements, creating a stormwater bank for small projects, streamlining small projects, etc. • MPO Update: Mr. Russell announced that Colonel Howard Blvd and Denver Interchange is now on the draft 2019-2022 TIP update. Lancaster County TTAC meeting on Monday, February 26th where the draft TIP update was discussed. The Denver Interchange is proposed to be added to the TIP and is currently showing "P" which means preliminary design only. This is an important first step but there is much more work to do. • MS4 2018: Outreach to farmers about status of nutrient management plans and manure management plans within the Cocalico Watershed was mailed by ECT on February 2, 2018. ECT will participate in this program and will accomplish one of our two major goals for the 2018 MS4 public outreach component. Farmers will have an opportunity to participate in a grant program that funds the cost of developing a management plan. 88 property owners were mailed and up to another 20 owners may have been missed as identified by Mr. Mitchell. I will be working with him to identify those owners in the next week in order to get a mailer out to them to notifying them about the grant opportunities. • Received the final Stormwater Management Plan (SWMP) from Land Studies on 2/13. A meeting will be setup with the MS4 Group to review responsibilities for implementing the program. This

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completes another goal of the 2018 MS4 program. Mr. Russell then highlighted his planned activities for the next four weeks: (1) Pension and Actuarial RFPs are being reviewed, (2) UGI Get Gas Road Occupancy Permit is on-going, (3) Follow up on the Lexicon meeting to continue moving forward, and (4) continue plan reviews for TRU-Denver and Garden Spot Frame and Alignment.

ANNOUNCEMENT:

The next Stoney Pointe Community Build meeting will be held at 7pm on March 20th. • The upcoming March 13, 2018 Recreation Board Meeting will be moved to March 20th due to scheduling conflicts with Board Members. This change will be advertised.

EXECUTIVE SESSION: There being no further business, the Board announced they are going into Executive Session at 8:40 p.m. for the purposes of discussing litigation.

RECONVENE REGULAR MEETING: Chairman Mackley adjourned the Executive Session at 9:45 pm and reconvened the regular meeting at 9:46 pm. No decisions or motions were made.

ADJOURN:

MOTION: There being no further business to come before the Board, Chairman Fry made a motion seconded by Secretary Mackley to adjourn the meeting at 9:46 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