

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING

AGENDA

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

THURSDAY, MAY 17, 2018 at 7:30 P.M.

- 1. CALL TO ORDER AND THE PLEDGE OF ALLEGIANCE**
- 2. PAST MEETING MINUTES APPROVAL: THURS., MAY 3, 2018**
- 3. DEPARTMENT REPORTS**
 - a) POLICE DEPARTMENT REPORT
 - b) ZONING OFFICERS REPORT
 - c) HIGHWAY DEPARTMENT REPORT
- 4. TREASURERS REPORT**
 - a) AUTHORIZE LIST OF BILLS
- 5. ACTION ITEMS**
 - a) LAND PLANNING ENGINEER:
~ REIFF: STORMWATER MANAGEMENT PLAN
~ TIMOTHY YOUNDT: TIME EXTENSION
 - b) MUNICIBID RESULTS FOR VEHICLES AND LANIER COPIER
 - c) REVISE SOUTH REAMSTOWN ROAD TRUCK RESTRICTIONS SIGNS
 - d) STONEY POINTE PARK EAGLE SCOUT PROJECT
 - e) COCALICO SCHOOL DISTRICT FUEL SHARE PLAN
- 6. OLD BUSINESS CONTINUED DISCUSSIONS**
 - a) STRATEGIC BUDGET FORECASTING UPDATE
 - b) 2018 BUDGET ITEMS DISCUSSION (STANDING ITEM)
 - c) VIDEO MEETINGS
 - d) LERTA PLANS/POLICIES/PROCEDURES
 - e) POLICE PENSION STATUS
 - f) FOCUS GROUP MEETINGS WITH LOCAL BUSINESS OWNERS

- g) BEAUTIFICATION STRATEGY FOR ECT
 - 1. POLICE DEPARTMENT SIGNAGE (RT. 272 AND HILL ROAD)
 - 2. TOWNSHIP SIGNAGE (RT. 272 AND HILL ROAD)
 - 3. OVERALL TOWNSHIP BRANDING
 - *“Community First”-Police and Road Crew*
 - *“East Cocalico Township, Gateway to Lancaster County”-All*

7. NEW BUSINESS FOR DISCUSSION

- a) FOUR-WAY STOP SIGN (QUAIL HOLLOW- EGRET & SANDERLING)
- b) ADAMSTOWN LIBRARY: REQUEST FOR DAY PASSES
- c) PENNDOT ¼" STONE PILOT PAVING PROGRAM (HICKORY LANE)
- d) GATING WOODY WASTE AREA TO PREVENT ILLEGAL DUMPING
- e) TRAFFIC AND SAFETY @ INTERSECTION OF NORTH MUDDY CREEK RD & RT. 272
- f) WORKING GROUP FOR STRATEGY RELATED TO FIRE AND EMS SERVICES

8. MANAGERS REPORT

9. PUBLIC COMMENT

- a) PUBLIC COMMENT FOR NON-AGENDA ITEMS ONLY
- b) SIGN IN BEFORE MAKING PUBLIC COMMENT
- c) STATE NAME AND STREET ADDRESS IN EAST COCALICO TWP.

10. ANNOUNCEMENTS

11. ADJORNMENT

BOARD OF SUPERVISORS MEETING THURSDAY, MAY 17, 2018

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, May 17, 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, and Secretary Douglas B. Mackley

Employees: Township Manager H. Scott Russell, Police Chief Keppley, Zoning Officer Tony Luongo, Road Master Chris Flory, and Recording Secretary Lisa A. Kashner

Engineer: Brent Lied, P.E.

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

Visitors:* Jeff Mitchell, Brian Wise, Suzie Mackley, Jill Cordan, Ken McCrea, and Steve Brubaker

*Only visitors who signed in are listed.

Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • Chairman Fry announced that a live video is being recorded of tonight's meeting for YOUTube.

APPROVAL OF PAST MINUTES:

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to approve the Thursday, May 3, 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 REPORT: Chief Keppley highlighted the Police Department Report, noting the increase of calls. Chief Keppley discussed the change over in the IT system, stating the County is getting out of the business; the new change-over is called InfoShare, CSI (Comprehensive Software Solutions) for public safety. Chief Keppley noted there will be some initial increased costs for 2018: router, firewall, e-mail licenses, and the labor costs is \$7,322.00; but stated in 2019 the costs will be significantly less, around \$2,032.00. Chief Keppley described the InfoStation noting that not only will information will be located at the station but in the vehicles too. This is a time-saver. The cost for InfoShare for the first 3 years is \$16,473.00 per year, thereafter the cost is \$11,140.00 per year. They will come out to train. Discounts are offered. Discussions briefly continued. It was noted to place this item on the first June 2018 Board of Supervisors Meeting. Mr. Mitchell asked how much money was placed in the budget, and Chief Keppley answered in the area of \$20-\$22 thousand.

ZONING OFFICERS REPORT: Mr. Luongo highlighted his April 2018 Zoning Officers Report: 40 applications, 38 permits issued, 17 in review, 20 for pickup. Single Family Dwelling Units: 1. Alarm Ordinance Enforcement: 10 False Alarm Violations. ZONING HEARING BOARD: April: (1) Mt. Zion Church requests variance, applicant seeks approval to reduce the number of parking spaces from 264 spaces to 205 spaces. Granted, with conditions. CODE ENFORCEMENT: (1) 30 Poplar Drive: Issued enforcement notice for property maintenance violation. (2) 1215 Ridge Avenue: site visit to confirm removal of outdoor boat and vehicle. Followup: With cooperation of Police Dept., the property owner to have the remaining boats removed as abandoned vehicles. OTHER ITEMS: (1) Zoning Officer and Zoning Assistant continue data entry into the GUPS system for the 2020 Census. (2) Zoning Officer attended BCO training course at Lancaster Township building for BCO recertification. (3) Zoning Officer and Building Inspector attended multiple site meetings to review building activities. (4) Zoning Officer and Township Engineer attended multiple preplanning and site meetings concerning various development projects through the Township.

BOARD OF SUPERVISORS MEETING THURSDAY, MAY 17, 2018

DEPARTMENT REPORTS: (CONTINUED)

ROAD MASTER REPORT: Road Master Chris Flory noted that the Lancaster County Conservation District contacted him recently to inform him that the Township was awarded the grant for Stormwater repairs on Indiandale Road and Buzzard Road for \$32,496.26. This is very helpful in paying for the labor, stone, and blacktop. The Supervisors thanked Mr. Flory. • Mr. Flory thanked Jason Wellman of Filter Shine for working on and cleaning the Township's Fire Extinguisher Contract and the excellent hood cleaning service he has done by donating his time. The Supervisors thanked Mr. Wellman for everything. • Cintas uniforms were displayed by Mr. Flory. A 'safety green' uniform was chosen (eleven shirts and pants are delivered per week/per person). Cintas is a full-service uniform rental program, no laundry to do, no uniforms to buy, and no repairs or maintenance.

TREASURER'S REPORT: AUTHORIZE LIST OF BILLS:

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to approve the May 17, 2018 list of bills as presented: General Fund \$58,774.32; State Fund \$2,624.95; Denver Road Bridge Project/State Fund \$1,101.47. Mr. Mitchell stated the bill for Mr. Dick Young seems excessive. Secretary Mackley to ask the Financial Administrator to look into. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

ACTION ITEMS: LAND PLANNING ENGINEER:

TIMOTHY L. YOUNDT – FINAL LAND DEVELOPMENT PLAN (05-19-2018): No one was present for this plan. Mr. Lied highlighted the status of the plan and indicated that a conference call was held with the applicant, Township Manager, Township Zoning Officer earlier in the week to discuss the project. As a result of the discussion, the applicant submitted a time extension offer via email on May 16, 2018. Following the discussion, the Board of Supervisors made the following motion:

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to accept the 90-day time extension offer as submitted by the applicant dated May 16, 2018, which will extend the deadline for action on the Timothy L. Youndt Final Plan until August 17, 2018. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

REIFF: STORMWATER MANAGEMENT PLAN: No one was present for this plan. Mr. Lied highlighted the general scope of the project and Stormwater Management Plan, which is related to a proposed swine barn on the property located at 360 Brunners Grove Road. Mr. Lied noted that he recently attended a joint site visit with the Zoning Officer to review the proposed project and existing site conditions with the applicant and applicant's consultant. Becker reviewed the most recent updated plan submission and issued a review letter dated May 16, 2018. Following the discussion, the Board of Supervisors made the following motions:

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to conditionally approve the Stormwater Management Plan for Jason Reiff conditioned upon the applicant addressing all items outlined in the Becker Engineering, LLC. review letter dated May 16, 2018 to the satisfaction of the Township, Township Zoning Officer, Township Engineer and Township Solicitor. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to authorize the Board of Supervisors to sign the Improvement Guarantee Agreement (IGA) for the Stormwater Management Plan for Jason Reiff when signed by the applicant and provided in a form acceptable to the Township and Township Solicitor along with the required financial security in an amount acceptable to the Township Engineer and a form acceptable to the Township Solicitor. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

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THURSDAY, MAY 17, 2018**

ACTION ITEMS: LAND PLANNING ENGINEER: (CONTINUED)

REIFF: STORMWATER MANAGEMENT PLAN:

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to authorize the Board of Supervisors to sign the Stormwater Maintenance and Easement Agreement (SWMEA) related to the Stormwater Management Plan for Jason Reiff 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 other 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 Jason Reiff by the Board of Supervisors upon the applicant adequately resolving all conditions of plan approval to the satisfaction of the Township, Township Zoning Officer, Township Engineer and Township Solicitor. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

Mr. Lied also highlighted some recent activity of on-going construction projects: (1) A Pre-construction Meeting was held earlier in the week for Phase I of the Wabash Landing Development, and the site contractor is BR Kreider, (2) Construction is proceeding with Phase 3 of the Heatherwoods Development and the Phase 3 Final Plans have now been recorded.

MUNICIPAL RESULTS: Mr. Russell noted the two vehicles will be placed back on Municibid in hopes for a higher bid; with the new auction end date of May 30, 2018. The Lanier copier sold and the winner bidder will be contacted.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to acknowledge the auction sale price of the Lanier Copier to the highest bidder on Municibid for \$75.86. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

REVISE SOUTH REAMSTOWN ROAD TRUCK RESTRICTIONS SIGNS: Mr. Russell noted that at the last Supervisors meeting it was brought up about the County's detour utilizing Wabash Road. Mr. Russell indicated that the County noticed the road was weight restricted, but at a level that they did not believe it would be of any concerns. Mr. Russell drove around this area and found a little issue with the Township signs: South Reamstown Road has no trucks, local delivery only, all of the streets surrounding the road have a lesser standard; trucks can be in violation traveling these roads. Mr. Russell recommends a fix with the following motion.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to authorize staff to install 26,000 LBS GVRW (Gross Vehicle Registered Weight) signs on all existing South Reamstown Road "No truck" signs and to authorize staff to prepare a revision to the sign ordinance for future action by the Board of Supervisors. Mr. Mitchell asked from Church Street all of the way out will change, and Mr. Russell answered yes, even to continue into Ephrata Township a little. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

STONE POINT PARK EAGLE SCOUT PROJECT: Mr. Russell visited the Stoney Pointe Park with the Althouse family to review and placement of the wall ball. The area was marked; the wall ball was placed perpendicular to the street so no one can hide behind the wall.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to acknowledge the Eagle Scout wall ball project at Stoney Pointe Park by Derick Althouse and to authorize staff to prepare and issue a permit when a formal submission is made by Derick Althouse. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

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ACTION ITEMS: *(CONTINUED)*

COCALICO SCHOOL DISTRICT FUEL SHARE PLAN: Fuel costs came in for the Police Dept. and the Highway Dept. noting they use approximately 9,000 gallons of diesel and 9,000 gallons of unleaded annually. Mr. Russell noted that there will also be a small administrative fee, but overall a good deal for the Township. Vice Chairman Carrasco asked if there would be any issues of getting in and out of the school's fuel area, and Chief Keppley answered that there is a transportation entrance for vehicles, and they will have two different fuel islands. This is a voluntary program. There is no agreement. At this time, the School needs approximate amounts for fuel to know what size tank to put in place. Mr. Mitchell asked the actual price per gallon they have quoted.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to authorize staff to provide annual fuel information to the Cocalico School District and for the Township to partner with the school district in the voluntary fuel share program as presented in the April 24, 2018 Cocalico Leaders Meeting. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

OLD BUSINESS CONTINUED DISCUSSIONS:

STRATEGIC BUDGET FORECASTING UPDATE: Vice Chairman Carrasco noted that Elizabeth Dorneman, Financial Administrator, has done a considerable amount of work in finishing the four-year police budget forecast, and her portion is completed. It was noted that Ms. Dorneman has also completed a detailed four-year projection. Mr. Russell announced they will be sitting down soon and come forward with the projected numbers. Discussions continued.

2018 BUDGET ITEMS DISCUSSION (STANDING ITEM): Mr. Russell discussed the possibility of locking the Woody Waste site, noting that weekends it's difficult to catching illegal dumping. Martin Mulch basically doubled their rate for illegal dumping. Mr. Russell highlighted and distributed Denver Borough's gated woody waste facility regulations: card system, access card is \$15/year, takes leaves and grass, and Denver Borough has roughly 50% participation in the program. Mr. Mitchell questioned if people would start open fires if there is a cost for the Woody Waste site. The Supervisors asked Mr. Russell to continue his research.

VIDEO MEETINGS: Vice Chairman Carrasco thanked Mr. McCrea for helping with videoing tonight's meeting. Vice Chairman Carrasco will use tonight's video and upload it to YouTube, as a test for gathering the costs and time involved.

LERTA PLANS/POLICIES/PROCEDURES: Mr. Russell stated that the School Board has communicated with the Township, and they are interested in entering into LERTA discussions. Vice Chairman Carrasco asked that the Zoning Hearing Board members do some preliminary LERTA research: to poll the surrounding Townships on what they do concerning LERTA. Mr. Russell stated he will work with Mr. Luongo to put in a formal request to the Zoning Hearing Board members.

POLICE PENSION STATUS: Mr. Russell highlighted a recent meeting with Mr. Geery, noting he gave a lot to think about concerning the pension. A future meeting will be schedule to compile interview questions. Interviewing the Pension firms are first, and then the Actuarial firms to follow. Discussions were held and questions were asked, which were answered.

FOCUS GROUP MEETINGS WITH LOCAL BUSINESS OWNERS: Mr. Luongo stated that the "Invitation to the Forum" letter was prepared for inviting business owners and their representatives to attend an open forum. A forum on way to promote a positive atmosphere of the business climate within the Township. Discussed the time frames, holding the meeting at a fire hall, advertise the meeting (newsletter, newspaper, website, local stores). Vice Chairman Carrasco noted that the first focus meeting needs to be done before the end of the summer (by the end of August 2018).

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OLD BUSINESS CONTINUED DISCUSSIONS: (CONTINUED)

BEAUTIFICATION STRATEGY FOR EAST COCALICO TOWNSHIP: POLICE DEPARTMENT SIGNAGE (HILL ROAD) AND TOWNSHIP SIGNAGE (RT. 272 AND HILL ROAD): Vice Chairman Carrasco discussed the signage. A picture of the sign was displayed on the screen from Eckert Signs, with a quote for \$1,026.96. Chief Keppley described the sign and its location to be on the lower driveway located on Hill Road. Discussions were also held concerning the sign on Rt. 272 and Hill Road and that it should be bigger. Mr. Luongo received a visit from the owner of Dutch Cousins Campground; they own the sign behind the Township sign stating they have been paying the sign electric for 10-12 years. Discussions continued. Suggested wording for the sign: in big letters "East Cocalico", then on the next line "Police", then an "arrow pointing down Hill Road", then "Township" and the Township logo. Discussions continued. An internal lighted sign was suggested. Discussions continued. Chairman Fry noted to table the Rt. 272 and Hill Road sign until the next Supervisors meeting and proceed with the Hill Road sign.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to authorize the Hill Road sign on the lower driveway for the Police Department. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

OVERALL TOWNSHIP BRANDING – (COMMUNITY FIRST AND ECT GATEWAY TO LANCASTER COUNTY): Vice Chairman Carrasco invites the public to think of any type of branding or logo with the current ideas being: "Community First" and "Gateway to Lancaster County". Vice Chairman Carrasco discussed sign ideas for placement on Colonel Howard Blvd. and other areas. Input was received concerning other communities that successfully utilize branding, community pride, and how branding would be applicable to East Cocalico Township. Lengthy discussions about branding continued.

NEW BUSINESS FOR DISCUSSIONS:

FOUR-WAY STOP SIGN AT QUAIL HOLLOW AND EGRET AND SANDERLING DRIVE: Mr. Russell explained a design flaw with how the intersection was laid out 20-25 years ago. Mr. Russell noted that the sight distance in this situation was designed for speed control. There is plenty of sight distance, where the drivers are not coming to a full stop, they just slow down and continue on. Mr. Russell recommends to take two of the stop signs down, making one side free-flowing and the other side. This may take a couple months until everyone becomes accustomed used to this, therefore flashing lights, boxes, and temporary signs can be put in place to warn people to stop. Discussions continued on speed humps and reducing corner sight distance. Mr. Russell to meet on Monday with Quail Hollow for further discussions.

ADAMSTOWN LIBRARY – REQUEST FOR DAY PASSES: Mr. Russell stated the Adamstown Library is asked for donations of daily passes for the Reamstown Pool to use for their raffles and as a reward for volunteers.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize donating 10 free day passes for the Reamstown Pool to the Adamstown Library. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

PENNDOT 1/4" STONE PILOT PAVING PROGRAM (HICKORY LANE): Mr. Russell noted that the \$32,000 grant money the Township received also came in under budget with the road widen projects; noting that at PSATS he talked with PennDOT that would allow the Township to do 1/4" stone for chip seal, and they invited the Township into the program which is Liquid Fuels eligible as long as we follow their guidelines, however Mr. Russell noted that the Liquid Fuels does not need to be utilized, that the grant could be used. Mr. Russell explained that this would be a great tool to use in the residential streets, that would not give some of the issues we get with chip seal. Looking to do the work on Hickory Lane. Mr. Russell recommends to the Supervisor to consider this as a pilot program for Hickory Lane at a total cost of \$10,887.50 which falls underneath the threshold allowing for one quote, which has a history of being oil and chipped and has not been oil and chipped in over 15 years, noting that 10 years ago it was overlayed. This will be on the next Supervisors Agenda as an action item.

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NEW BUSINESS FOR DISCUSSIONS: *(CONTINUED)*

GATING OF WOODY WASTE AREA TO PREVENT ILLEGAL DUMPING: Item already discussed under the 2018 Budget Items Discussion.

TRAFFIC AND SAFETY AT INTERSECTION OF NORTH MUDDY CREEK ROAD AND RT. 272: Mr. Russell noted that he had a meeting with the HOA on Monday. There has been a number of close accidents at this location. An existing traffic study is being done, but it's a slow process with PennDOT right now. The last traffic study submitted was in October and PennDOT came back with their comments. The traffic study comments that the consultant submitted for Fox Brooke came back saying that North Muddy Creek does not meet PennDOT's warrants with the additional Fox Brook traffic thrown in. Mr. Russell explained that the side street traffic is not heavy enough to trigger the warrants. PennDOT increased the counts, which may bolster the claim to see if a signal is needed there or not. A meeting to be held on Monday to see if there is any else can be done. A study is currently under review. Act 209 funds could be the 20% match for turn lanes (not signals). The Supervisors agreed for Mr. Russell to reach out to PennDOT. Ms. Cordan talked about a sink hole that has developed. Mr. Russell asked her to send him a picture and e-mail. It was noted the Quail Hollow HOA was contacted.

WORKING GROUP FOR STRATEGY RELATED TO FIRE AND EMS SERVICES: Mr. Russell noted that he has a meeting tomorrow with Mr. Scott Achey of the Reamstown Fire Company tomorrow, and after this they will set up a working group meeting.

MANAGERS REPORT: Morganshire update- 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. Repairs to curb and sidewalk completed (4/19) and inspected (5/3). Minor deficiencies remain. • Recreation Board Update: (1) First Stoney Pointe Park Community Build Executive Group met on Tuesday, 5/1. The group organized, discussed recruiting, budgets and consultant selection. A Doodle Poll has gone out to solicit the next meeting and to setup an interview date for the consulting firms. The Working Group will participate in the Reamstown Elementary School Fun Day on June 1st. (2) Recommended to the Rec Board that Stoney Pointe be their sole and only focus since all of the Board members are fully involved and vested in the Stoney point Executive Group. This may result in the formal cancellation of Rec Board meeting, especially when the Executive Group starts to meet bi-weekly. • Pool Update: Municipality and a web application is setup for online registration and credit card payment. Averaging 2 to 3 registrations per day. • Pension Update: Township met with a Consultant who works with Principle agreements similar to ours with a Benefit Index. The information was gathered which will help guide the interview process. A Doodle Poll has been setup to set the next Pension Working Group meeting to prepare for interviews. • Dirt, Gravel and Low Volume Maintenance Grant: The Township, led by Chris Flory, successfully won a \$32,446.26 grant from the LCCD for the Indiantown Road and Buzzard Road Widening Projects. It is recommended that \$10,000 of these funds go to chip seal patching as previously discussed, \$10,900 go to an experimental ¼" stone project, and that the remaining funds go into the general fund to offset increased woody waste recycling cost. • 2018 AUDIT IS COMPLETE: Upon receipt of a final copy the DCED format audit will be posted on the Township website. • Roadwork projects have begun next week. Work is on-going getting Denver Road ready for paving and a preconstruction meeting will be setup next week. Will work on identifying areas as crack sealing occurs where we can utilize the Asphalt Maintenance Solutions chip patcher for our residential development streets. Anticipated cost for the rental of equipment and employee, including all oil and chip materials that are purchased directly by the Township on COSTARS is \$10,000 and does not need to be bid. • Mr. Russell read his list of key meetings and upcoming meetings.

PUBLIC COMMENT (NON-AGENDA ITEMS): Mr. Mitchell questioned if the residents should be concerned that their financial information might have been compromised. Mr. Russell stated that no information was compromised for the Township; and explained the breach that occurred was on the Tax Collector's computer and personal computer at their home which is their personnel connection between the two. Chief Keppley indicated that no personal information was on the Tax Collector's; that the Tax Collector had taken these extra precautionary

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PUBLIC COMMENT (NON-AGENDA ITEMS): ***(CONTINUED)***

steps; also noting that there was a crime committed by hacking into a computer and using a PayPal account. Chief Keppley stated that the computer and hard drive is being looked into; they are being assisted by the County Forensic Unit. Mr. Russell noted that the Township's firewall is working great.

ANNOUNCEMENT: Nothing to report.

ADJOURN:

MOTION: There being no further business to come before the Board, Vice Chairman Carrasco made a motion seconded by Chairman Fry to adjourn the meeting at 10:18 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