

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

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

**THURSDAY, APRIL 6, 2017 at 7:30 P.M.**

- **MEETING CALLED TO ORDER AT 7:30 P.M.**
- **PUBLIC COMMENT**
- **APPROVAL OF MINUTES:**
  - BOARD OF SUPERVISORS MEETING MINUTES: TUESDAY, MARCH 16, 2017
- **POLICE DEPARTMENT**
- **SEWAGE ENFORCEMENT OFFICER**
- **TREASURER'S REPORT**
  - AUTHORIZE LIST OF BILLS
- **LAND PLANNING ENGINEER**
  - CURTIS AND SHIRLEY ENCK FINAL SUBDIVISION: DEP POST CARD EXEMPTION
  - FOX BROOKE: TIME EXTENSION
- **ZONING OFFICER**
- **TRANSPORTATION ENGINEER**
- **SOLICITOR**
- **ROADMASTER**
- **SUPERVISORS**
  - APPOINTMENT: SCOTT RUSSELL AS TOWNSHIP MANAGER
  - **RESOLUTION 2017-07:** CONSIDERATION TO AWARD THE 2017 ROAD PROJECT BID
  - CONSIDERATION TO AWARD THE 2017 LAWN CARE RE-QUOTE
  - LERTA ZONE DETERMINATION – REQUIRED PUBLIC HEARING
  - CONSIDERATION TO APPROVE PURCHASE OF SECURITY CAMERAS FOR POLICE DEPARTMENT
  - CONSIDERATION FOR C.M. HIGH, INC. PROPOSAL TO INSTALL EMERGENCY PREEMPTION SYSTEM (4-WAY) AT RT. 272 AND CHURCH ROAD
  - CONSIDERATION TO SEND THE TOWNSHIP SPRING NEWSLETTER TO THE PRINTER
  - COCALICO HIGH SCHOOL LEO CLUB EVENT: MAY 6<sup>TH</sup> FROM 8AM TO NOON
  - MEMORIAL DAY EVENT: MAY 28<sup>TH</sup> FROM 3:50PM TO 5PM
  - LANCASTER FARMLAND TRUST EVENT: JUNE 3<sup>RD</sup> FIFTY-ONE MILE RIDE
  - COVERED BRIDGE METRIC CENTURY RIDE EVENT: AUGUST 20<sup>TH</sup> SCENIC BICYCLE RIDE
- **INTERIM TOWNSHIP MANAGER**
- **EXECUTIVE SESSION (IF NEEDED)**
- **ADJOURN**

## **BOARD OF SUPERVISORS MEETING THURSDAY, APRIL 6, 2017**

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, April 6, 2017 at 7:30 p.m., held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

### **ATTENDANCE:**

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

**Employees:** Interim Township Manager Steve Gabriel, Police Chief Arment, Zoning and Code Enforcement Officer Tony Luongo, Road Master Ken Eshleman, and Recording Secretary Lisa A. Kashner

**Reporters:** Alice Hummer of the Ephrata Review, Jed Kensinger and Tom Knapp of the Lancaster Newspaper, Val Lasis of the Reading Eagle, and Blue Ridge Cable Camera Man

**Visitors:** Ken McCrea, Chanse Firestone, Daniel Hibshman, Chad Weaver, Don Groff, Jeff Mitchell, Brian Wise, Harvey Achey, Glenn Hurst, Romao Carrasco, Suzie Mackley, Monica Craig-Fry, Steve Brubaker, Donny Stover, Thomas and Marjorie Hyrb.

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

**PUBLIC COMMENT:** Mr. Wise asked about the morning newspaper article on the hiring of a Township Manager. Chairman Mackley noted that the Supervisors respectfully asked that any discussions on the appointment of Township Manager be addressed later as shown on the Agenda under Supervisors. Mr. Kensinger objected, noting this is the first time the public has to weigh in on the issue. Chairman Mackley stated the objection is noted; this item will be discussed later. • Mrs. Hyrb updated the Supervisors on the Adamstown Library sharing they are over the halfway mark. The Supervisors thanked them for everything they do.

### **APPROVAL OF MINUTES:**

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the Thursday, March 16, 2017 Board of Supervisor meeting minutes. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**POLICE DEPARTMENT:** Chief Arment highlighted the March Police Department report. Mr. Mitchell inquired about several shots were fired near the Turnpike Toll Both. Chief Arment answered that shell casings were found, it is under investigation, and is handled by the Turnpike Commission. • Discussed security cameras for the Police Department.

**MOTION:** Vice Chairman Fry made a motion, seconded by Chairman Mackley, to approve the purchase of security cameras for the Police Department - Installation Agreement and Service Rider dated April 5, 2017 through Yarnell Security systems for \$5,073.00. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

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

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

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to approve the list of bills as presented: General Fund \$77,275.72; State Fund \$8,632.50; Recreation Fund \$590.00. Mr. McCrea questioned what the Selective Insurance line item for Public Law Deductible/Police is for. Chairman Mackley noted they will have the information available for the next Supervisors Meeting. Mr. Mitchell questioned \$590.00 for the Recreation Fund Stoney Pointe Park. Vice Chairman Fry stated the Stoney Pointe Park and trail were surveyed; the pins are now in place for the park and trail. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING  
THURSDAY, APRIL 6, 2017**

**LAND PLANNING ENGINEER:**

**CURTIS AND SHIRLEY ENCK – MINOR SUBDIVISION PLAN (CONDITIONALLY APPROVED):** No one was present for this plan.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to authorize a representative of the Board of Supervisors to sign §8.d. of the DEP Post Card Exemption for the Enck Minor Subdivision Plan for submission to DEP. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**FOX BROOKE – PRELIMINARY SUBDIVISION AND LAND DEVELOPMENT PLAN (04-11-17):** No one was present for this plan.

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to accept the time extension offer as submitted by the applicant's attorney dated April 4, 2017, which will extend the deadline for action on the Fox Brooke Preliminary Subdivision and Land Development Plan until July 10, 2017. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**ZONING OFFICER:** Mr. Luongo stated that a full Zoning Officer's report will be given at the next Board of Supervisors Meeting.

**TRANSPORTATION ENGINEER:** Denver Road Bridge is shown on the bill list as Project Administration.

**SOLICITOR:** Nothing to report.

**ROADMASTER:** Chairman Mackley highlighted the Road Masters Report dated February 16<sup>th</sup> to April 6<sup>th</sup>.

**SUPERVISORS:** Chairman Mackley announced, as referred to earlier, that we are at consideration for the appointment of a Township Manager. This time in the agenda has been allocated for public comment on this agenda item. Mr. Wise, Mr. Mitchell and Mr. Carrasco inquired and commented about candidates and the selection process. The Board received public comments and questions. The Board discussed and answered questions including interviewing candidates, selection and criteria. Mr. Kensinger from LNP Media Group, Inc., distributed a letter of protest, protesting the selection process. Public comment, discussion and questions on the position continued. The Board explained the experience and knowledge the candidate would be bringing to the Township.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to appoint H. Scott Russell as the East Cocalico Township Manager. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**RESOLUTION 2017-07:** Consideration to award the 2017 Road Project Bid. Advertised in the Ephrata Review March 1<sup>st</sup> and March 8<sup>th</sup> and the Reading Eagle March 14<sup>th</sup> and March 18<sup>th</sup>; bid opening was held this morning. The Road Master recommended the following vendors:

<b>OIL &amp; CHIP:</b> Martin Paving, Inc., 531 E. 28th Division Hwy., Lititz, PA 17543	\$41,950.32
<b>MICROSURFACING/RALUMAC:</b> Stewart & Tate, Inc., 950 Smile Way, York, PA 17404	\$19,440.15
<b>ASPHALT:</b> H&K Group, Inc., PO Box 196, 2052 Lucon Rd., Skippack, PA 19474	\$189,203.55

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve Resolution 2017-07 for the 2017 Road Projects. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING  
THURSDAY, APRIL 6, 2017**

**SUPERVISORS:**        *(CONTINUED)*

**LAWN CARE RE-QUOTES:** Consideration to award the 2017 Lawn Care Re-Quotes.

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve TruGreen of Lititz the 2017 Lawn Care Re-Quotes for care of the Township Building area, Homestead (Hayloft) Park area, Reamstown Pool area, and the Stoney Pointe Park area for a total of \$2,208.00 (discount of 3% if paid by April 30, 2017 for \$2,141.76). Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**LERTA ZONE DETERMINATION:** Mr. Gabriel noted LERTA was requested by UGI. Mr. Goodman has prepared a LERTA zone determination and distributed for review. A tentative public hearing is scheduled for May 4, 2017 at the Municipal Building.

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the Township Solicitor to proceed with the LERTA zone determination for UGI for a required public hearing to be held at a regular Board of Supervisors Meeting on May 4, 2017 at 7:30pm. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**C.M. HIGH PROPOSAL - INSTALL EMERGENCY PREEMPTION SYSTEM:** Rt. 272 and Church Road.

**MOTION:** Vice Chairman Fry made a motion, seconded by Secretary Fortna, to approve the C.M. High Inc. proposal dated July 18, 2016 to install an emergency preemption system at Rt. 272 and Church Road for \$9,950.00. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**SPRING NEWSLETTER TO THE PRINTER:** Consideration to send to the printer.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve the 2017 Spring Newsletter to the printer. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**COCALICO HIGH SCHOOL LEO CLUB EVENT:** Saturday, May 6<sup>th</sup> from 8am to noon.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve the Cocalico High School together with the East Cocalico Lions Club to hold a toll road at the Reamstown 4-four intersection of Reamstown Road and Church Street on Saturday, May 6, 2017 from 8am until noon; conditioned they contact the Police and Fire. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**MEMORIAL DAY EVENT:** May 28<sup>th</sup> from 3:50pm to 5pm.

**MOTION:** Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve the Memorial Day Service in Reamstown and authorize the closing of East Church Street between Reamstown Road and Park Street from approximately 3:50pm to 5pm on Sunday, May 28, 2017; conditioned they contact the Police and Fire. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**LANCASTER FARMLAND TRUST EVENT:** June 3<sup>rd</sup>, fifty-one mile ride.

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the Lancaster Farmland Trust host their 2017 Pedal to Preserve bicycle ride fundraiser on Saturday, June 3, 2017; conditioned that they request fire police or Flagger Force. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**COVERED BRIDGE METRIC CENTURY RIDE EVENT:** Sunday, August 20<sup>th</sup>, Scenic Bicycle Ride.

**MOTION:** Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the Lancaster Bicycle Club's 39<sup>th</sup> Covered Bridge Metric Century ride to take place on Sunday, August 20, 2017; conditioned that they request fire police or Flagger Force. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING  
THURSDAY, APRIL 6, 2017**

**SUPERVISORS:**        *(CONTINUED)*

Secretary Fortna attended LCATS noting that most of the meeting focused on Act 172 providing tax credits to firemen. Although it has been passed, it will be very hard to implement. PSATS and LCATS are working on ways to help make it easier to implement and utilize. • Vice Chairman Fry stated that a professional fence inspector is scheduled to look at the Reamstown Pool fence. Mr. Brubaker asked that the barbed wire on top of the fence be looked at too.

**INTERIM TOWNSHIP MANAGER:** Mr. Gabriel noted this is his last meeting since a new Township Manager was appointed. Mr. Kensinger stated he will suggest to the newspapers to correct Mr. Gabriel's salary as noted in a recent article. • Mr. Gabriel thanked everyone, noting that Township staff goes above and beyond their normal duties: the Township has a strong Police Chief and now a strong Manager to go along with the very dedicated and capable Township staff. Mr. Gabriel gave some examples of the dedication of municipal employees: (1) The Highway Department was recently thanked by the School District for clearing the roads; (2) during a heavy rain, a resident came in to inform us of flooded roads, however some roads were in another Township. Ms. Kashner took the extra step to contact the other Township; and another example (3) involves a property owner having a problem with their furnace, that the oil was leaking. Since the system had to be shut down, there was no heat to the building, and during the cold it affected the water and sewer to the building. This person is now living in hotels. Mr. Luongo helped this resident by making some phone calls to get help. Within the last week the building was cleared for the resident to move back in. • Mr. Mitchell questioned the 12-month salary of \$141,000.00 printed in the newspaper. Mr. Gabriel explained, as in previous meetings, it is not his salary. The total amount goes to Rettew Associates and it is comparable to a full-time manager fee including employee expenses such as insurances, payroll taxes, bonding.

**EXECUTIVE SESSION:** Not needed.

**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 9:20 p.m. Chairman Mackley asked if there were any questions. There were none. Motion carried. (3/0)

Respectfully submitted,

Noelle B. Fortna, Board of Supervisors Secretary