

EAST COCALICO TOWNSHIP

BOARD OF SUPERVISORS MEETING

AGENDA

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

THURSDAY, NOVEMBER 21, 2019 AT 7:00 P.M.

- 1) CALL TO ORDER AND THE PLEDGE OF ALLEGIANCE**
- 2) ANNOUNCEMENT OF AN EXECUTIVE SESSION ON 11/18/2019 FROM 9:00AM TO 9:55AM FOR DISCUSSION OF PERSONNEL MATTERS**
- 3) PLANNING COMMISSION MEMBER RECOGNITION: CHRIS FITTERLING**
- 4) PUBLIC HEARING: LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA)**
- 5) PAST MEETING MINUTES APPROVAL:**
 - a) THURSDAY, NOVEMBER 7, 2019 BOARD OF SUPERVISOR MINUTES**
- 6) DEPARTMENT REPORTS:**
 - a) POLICE DEPARTMENT REPORT**
 - POLICE CHIEF EMPLOYMENT AGREEMENT
 - b) ZONING OFFICER**
 - c) ROAD MASTER REPORT**
- 7) TREASURERS REPORT:**
 - a) AUTHORIZE LIST OF BILLS**
- 8) ACTION ITEMS:**
 - a) LAND PLANNING ENGINEER:**
 - EARTH, TURF AND WOOD: REQUEST FOR DEFERRAL OF ROAD FRONTAGE IMPROVEMENTS (ALONG ROUTE 272)
 - STICK – STORMWATER MANAGEMENT PLAN: SECURITY REDUCTION
 - 136 NORTH MUDDY CREEK ROAD/JASON HOLLINGER – SWM: SECURITY REDUCTION
 - CLAYTON HOMES – STORMWATER MANAGEMENT PLAN: SECURITY REDUCTION

- b) **RESOLUTION 2019-20:** LERTA - ESTABLISHING BOUNDARIES
 - c) **ORDINANCE 2019-12:** LERTA – AMENDING THE CODE OF ORDINANCES
 - d) **2020 TOWNSHIP BUDGETS:** DRAFT 2020 BUDGET FOR APPROVAL AND FOR PUBLIC REVIEW STARTING 11/22/2019
 - e) **SPEED CALMING DEVICES:** ALL TRAFFIC SOLUTIONS SOLAR RADAR SPEED QUOTE
 - f) **POLICE OFFICERS:** NOTICE OF INTENT TO RETIRE
- 9) **OLD BUSINESS CONTINUED DISCUSSION:**
- a) **PUBLIC WORKS:** COLLECTIVE BARGAINING AGREEMENT
 - b) **MS4:** DISCUSSION/UPDATES
 - c) **FIRE DEPARTMENT WORKING GROUP:** DISCUSSION/UPDATES
 - **STEVENS FIRE COMPANY PRESIDENT:** JIM BLACK
- 10) **NEW BUSINESS FOR DISCUSSION:**
- a) **HEALTH INSURANCE:** JOIN PHMIC-BENECON CO-OPERATIVE
 - b) **APPOINTMENT:** CONSIDERATION TO APPOINT STEVE BRUBAKER TO THE PLANNING COMMISSION STARTING JANUARY 2020
- 11) **MANAGERS REPORT:**
- a)
- 12) **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.
- 13) **ANNOUNCEMENTS:**
- a) NEXT SUPERVISORS MEETING: THURS., DEC. 5TH AT 7PM, AT EAST COCALICO TWP.
- 14) **ADJOURNMENT**

BOARD OF SUPERVISORS MEETING THURSDAY, NOVEMBER 21, 2019

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, November 21, 2019 at 7:00 p.m., held at the East Cocalico Township Municipal Building, 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 Penny Pollick, Police Chief Keppley, Roger Kreisher Jr., Zoning Officer Tony Luongo, MS4 Technician Ken McCrea, and Road Master Chris Flory

Solicitor: Thomas Goodman

Engineer: Brent Lied and Casey Kerschner

Newspaper: Larry Alexander of the Ephrata Review

Visitors:* Chad Weaver, Kim Weaver, Elsie Kauffman, Paul Keller, Ryan Neiland, Author Flores, Jr., Jim Black, Lorraine Kulp, Chris Fitterling, Sharon Hilton, Aaron Murray, Tom Matteson, Derek Miller, Suzie Mackley, Zac Crills, and Ben Young, and Brad Stewart

*Only visitors who signed in are listed.

Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • A video recording of this meeting will be placed on YouTube. • Chairman Fry announced that an executive session was held on November 18, 2019 from 9:00am to 9:55am for discussion of personnel matters.

PLANNING COMMISSION MEMBER RECOGNITION - CHRIS FITTERLING: The Supervisors recognized Chris Fitterling whom has been on the East Cocalico Planning Commission for 15 years, and will be resigning after the December 2019 Planning Commission Meeting. The Supervisors presented him with a plaque.

Chairman Fry turned the meeting over to the Township Solicitor, Tom Goodman.

PUBLIC HEARING - LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE (LERTA): Mr. Goodman noted that notice was advertised on November 7th, that the Township Planning Commission discussed this Ordinance at their meeting and has no comments or objections to it. Mr. Brad Stewart, Lancaster County Planning Commission, noted that they have no comment and was just present to observe the hearing. No comments or questions were received.

Chairman Fry closed the LERTA hearing.

RESOLUTION 2019-20: LERTA - ESTABLISHING BOUNDARIES: Mr. Goodman discussed.

MOTION: Chairman Fry made a motion, seconded Secretary Mackley, to adopt Resolution 2019-20 recognizing the public hearing held for the purpose of establishing the boundaries of the deteriorated areas within the Township potentially eligible for temporary tax exemption from Real Estate Taxes and thus encouraging new commercial and business development and improvements within East Cocalico Township. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

ORDINANCE 2019-12: LERTA - AMENDING THE CODE OF ORDINANCES: Mr. Goodman discussed.

MOTION: Chairman Fry made a motion, seconded Vice Chairman Carrasco, to adopt Ordinance 2019-12 amending the code of Ordinances of the Township of East Cocalico, Chapter 199, taxation, by amending Sections 210-43 and 210-47 of Article 4, Local Economic Revitalization Tax Assistance Act District. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

BOARD OF SUPERVISORS MEETING THURSDAY, NOVEMBER 21, 2019

PAST MEETING MINUTES APPROVAL:

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve the Thursday, November 7, 2019 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. It was noted that two Corporals recently wrote letters of retirement starting 2020; with one retiring in February and one retiring in March. Discussions were held for consideration to hire three new Officers; Secretary Mackley noted that a total of 56 years of service and experience comes from the two Officers that will be leaving us.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to hire a total of three new Officers due to retirement. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

Chief Keppley discussed some radio communication issues with the Police Communications Radio; noting that Motorola radios worked much better in the stations and vehicles. Chief Keppley contacted K&C Communications for pricing: for seven (7) radios (including a trade in on seven radios) the cost for 7 radios and all accessories is \$26,113.82. Discussions continued.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve the purchase of seven (7) Motorola Solutions Radios \$26,113.82 from K&C Communications. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

POLICE CHIEF EMPLOYMENT AGREEMENT:

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve the terms and conditions of employment for Chief Carrick Keppley commencing January 1, 2020 through December 31, 2025. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

ZONING OFFICERS REPORT: Mr. Luongo highlighted the Zoning Officers report.

ROAD MASTER REPORT: For the next Supervisors Meeting.

TREASURER'S REPORT:

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve the November 21, 2019 list of bills: General Fund \$99,066.19; Light Fund \$13,659.21; Recreation Fund \$3,400.00. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

ACTION ITEMS: **LAND PLANNING ENGINEER:** Mr. Lied highlighted the following plans.

EARTH, TURF AND WOOD - REQUEST FOR DEFERRAL OF ROAD FRONTAGE IMPROVEMENTS (ALONG ROUTE 272): Tom Maddison of Diehm and Sons, and Jarod Hynson, applicant were present for this plan. Mr. Lied highlighted the project as outlined on the Sketch Plan and explained the deferral request. Mr. Maddison provide further background regarding the project and supporting justification for the deferral of required frontage improvements along Route 272. Discussions continued and resulted in the following motion.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to approve a deferral of the requirements of Section 194-25.C.(1) of the Subdivision and Land Development Ordinance, and other related sections, relative to the deferral of road frontage improvements, including curb, sidewalk and roadway widening, along North Reading Road (S.R. 0272) for the future Earth, Turf and Wood Project, as outlined on the Diehm & Sons Sketch Plan, conditioned upon notation satisfactory to the Township being placed on the future recorded Land Development Plan documenting the deferral and the associated future responsibilities of the property owner to install such improvements when required by the Township. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING
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ACTION ITEMS: LAND PLANNING ENGINEER:

(CONTINUED)

STICK - STORMWATER MGMT PLAN - SECURITY REDUCTION: No project representatives were present.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to authorize a \$3,000.00 reduction in the current financial security being held by the Township for the Stick - Stormwater Management Plan, resulting in the remaining financial security being reduced to \$609.65, and authorizing the release of the remaining security upon the applicant completing the outstanding items to the satisfaction of the Township Zoning Officer and Township Engineer. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

136 N MUDDY CREEK RD/JASON HOLLINGER (SWM) SECURITY REDUCTION: No project representatives were present.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to authorize the full release of the financial security in the amount of \$37,359.59 upon the applicant's consultant submitting a Notice of Termination (NOT) for the NPDES Permit to the LCCD and receiving acknowledgement of the closeout of the NPDES Permit. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

CLAYTON HOMES - STORMWATER MGMT PLAN - SECURITY REDUCTION: No project representatives were present.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to authorize a \$10,760.00 reduction in the financial security being held by the Township for the Clayton Homes 762 Smokestown Road - Stormwater Management Plan, resulting in the remaining financial security being reduced to \$6,984.18. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

2020 TOWNSHIP BUDGETS - DRAFT 2020 BUDGET FOR APPROVAL AND FOR PUBLIC REVIEW STARTING 11/22/2019: Discussions continued.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to approve the East Cocalico Township 2020 Budget and post for public review commencing Friday, November 22, 2019. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

SPEED CALMING DEVICES - ALL TRAFFIC SOLUTIONS SOLAR RADAR SPEED QUOTE: Ms. Pollick discussed.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve and authorize to execute the proposal submitted by All Traffic Solutions, Inc. for a shield 12B speed Display monitoring device in the amount of \$6,140.00. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

POLICE OFFICERS - NOTICE OF INTENT TO RETIRE: Chief Keppley highlighted. The Supervisors thanked Corporal Fisher for his 30+ years of service.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to accept with regret the notice of intent to retire from Corporal David R. Fisher, effective March 1, 2020. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

Chief Keppley highlighted. The Supervisors thanked Corporal Sizer for her 25+ years of service.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to accept with regret the notice of intent to retire from Corporal Gail Sizer, effective February 13, 2020. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

OLD BUSINESS CONTINUED DISCUSSIONS:

PUBLIC WORKS - COLLECTIVE BARGAINING AGREEMENT: Ms. Pollick noted that this item is tabled until the next Supervisors Meeting.

MS4 DISCUSSION/UPDATES: Mr. McCrea highlighted.

**BOARD OF SUPERVISORS MEETING
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OLD BUSINESS CONTINUED DISCUSSIONS:

(CONTINUED)

FIRE DEPARTMENT WORKING GROUP DISCUSSION/UPDATES

STEVENS FIRE COMPANY PRESIDENT - JIM BLACK: Mr. Black was present to discuss the need for a professional grant writer for a Federal Grant to pursue a training site within the Stevens Fire Company. Discussions continued. Mr. Black also noted the need for another helicopter pad at Stevens Fire Co. Mr. Black noted that the Stevens Fire Co. is not interested in merging with any other Fire Company. Lengthy discussions held. The Supervisors thanked them for their service.

NEW BUSINESS FOR DISCUSSION:

HEALTH INSURANCE - JOIN PHMIC-BENECON CO-OPERATIVE: Ms. Pollick highlighted, noting that 61 other Municipalities are involved and held in the costs.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to join the Pennsylvania Health Municipal Insurance Cooperative (PHMIC) commencing January 1, 2020. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

CONSIDERATION FOR PLANNING COMMISSION APPOINTMENT: Ms. Pollick highlighted.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint Steve Brubaker to the East Cocalico Township Planning Commission commencing in January 2020 for a term ending December 31, 2020 which completes the term of Chris Fitterling. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MANAGERS REPORT: Ms. Pollick highlighted the General/Commercial Liability and Risk Management Review - Selective Insurance, a \$9,631 decrease in premiums for 2020.

PUBLIC COMMENT (NON-AGENDA ITEMS): Nothing to report.

ANNOUNCEMENT: The next Board of Supervisors Meeting is scheduled for Thursday, December 5th at 7pm at the East Cocalico Township building.

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 8:20pm. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

Respectfully submitted,

Douglas B. Mackley
Board of Supervisor Secretary

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[East Cocalico Township Board of Supervisor Meeting 11-21-2019, Part 1](#)

[East Cocalico Township Board of Supervisor Meeting 11-21-2019, Part 2](#)