

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

HELD AT THE REAMSTOWN FIRE COMPANY, 12 WEST CHURCH STREET, REAMSTOWN PA 17567

THURSDAY, JUNE 1, 2017 at 7:30 P.M.

- **MEETING CALLED TO ORDER AT 7:30 P.M.**
- **PUBLIC COMMENT** (FOR NON-AGENDA ITEMS)
- **APPROVAL OF MINUTES:**
 - BOARD OF SUPERVISORS MEETING MINUTES: THURSDAY, MAY 4, 2017
 - MEETING CANCELLED: BOARD OF SUPERVISORS MEETING, THURS., MAY 18, 2017 - NO QUORUM
- **POLICE DEPARTMENT**
- **SEWAGE ENFORCEMENT OFFICER**
- **TREASURER'S REPORT**
 - AUTHORIZE LIST OF BILLS
- **SOLICITOR**
 - ORDINANCE 2017-01: LERTA ORDINANCE
- **LAND PLANNING ENGINEER**
 - ENCK: PARK & OPEN SPACE FEE DETERMINATION, WAIVER-MODIFICATION, AND RE-ACKNOWLEDGE PLAN APPROVAL
 - GARDEN SPOT FRAME AND ALIGNMENT: TIME EXTENSION OFFER
 - GENERAL DISCUSSION ABOUT MS4 POLLUTION REDUCTION PLAN AND MOTION TO ADVERTISE PUBLIC COMMENT PERIOD FROM JUNE 19, 2017 TO JULY 19, 2017
- **ZONING OFFICER**
- **TRANSPORTATION ENGINEER**
 - DENVER ROAD BRIDGE PAY APPLICATION #3: MOTION TO APPROVE
 - CHURCH STREET AND ROUTE 272 SIGNAL MODIFICATIONS: REQUEST TO UPDATE SIGNAL PERMIT TO INSTALL PRE-EMPTION AND LEFT TURN ARROWS
- **ROADMASTER**
- **SUPERVISORS**
 - RESOLUTION 2017-11: AMENDING RESOLUTION 2017-02 FEE SCHEDULE
 - RESOLUTION 2017-12: TOWNSHIP MANAGER COMPENSATION AND BOND
 - UNENCUMBERED BUDGETED MONIES I/A/O \$5,126.16 TRANSFERRED FROM THE POLICE WORKMAN'S COMPENSATION INSURANCE ACCOUNT 01.410.35.4 TO THE CAPITAL PURCHASE ACCOUNT 01.410.70.0 TO PURCHASE POLICE DEPARTMENT YARNELL CAMERAS
 - REZONING APPLICATION: GRAYBILL REZONING REQUEST
 - CAMERA GRANT PROGRAM DISCUSSION: KEEP PA BEAUTIFUL
- **TOWNSHIP MANAGER**
 - APPOINTMENT OF TIMOTHY D. CURRY CHFC, CFS FINANCIAL ADVISOR AS THE AGENT OF RECORD FOR EAST COCALICO TOWNSHIP'S VOYA 457(B) FINANCIAL PENSION PLAN
 - MANAGER REPORT
 - TERMINATION OF MOWING CONTRACT
 - TERMINATION OF CLEANING CONTRACT WITH SPOTLESS CLEANING SERVICE
- **EXECUTIVE SESSION** (IF NEEDED)
- **ADJOURN**

Please note that all meetings are recorded. The purpose of the recordings is to assist with the preparation of meeting minutes.
Upon adoption of the meeting minutes the recordings are destroyed.

BOARD OF SUPERVISORS MEETING THURSDAY, JUNE 1, 2017

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, June 1, 2017 at 7:30 p.m., held at the Reamstown Fire Company, 12 West Church Street, Reamstown, PA 17567.

ATTENDANCE:

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

Employees: Township Manager H. Scott Russell, Police Chief Arment, Zoning and Code Enforcement Officer Tony Luongo, and Recording Secretary Lisa A. Kashner

Solicitor: Tom Goodman of Goodman & Kenneff

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

Visitors*: Curt Enck, Jeff Mitchell, Romao Carrasco, Brian Wise, Sam Weaver, Harvey Achey, Mike LaSala, Donny Stover, Monica Craig-Fry, Steve Brubaker

UGI representatives: Dave Stahovich; Paula Leicht, Esquire of Mette, Evans and Woodside; Daniel Platt, Chief Financial Officer; Anthony Szymelewicz of Ernst & Young

*Only visitors who signed in are listed.

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

PUBLIC COMMENT (NON-AGENDA ITEMS): Mr. Mitchell questioned a recent newspaper. Questions were addressed.

APPROVAL OF MINUTES: Mr. Russell stated the audio from the May 4, 2017 Board of Supervisors meeting will be archived and uploaded to the website, and Exhibits A-1, A-2, A-3 are made part of the minutes.

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the Thursday, May 4, 2017 Board of Supervisor meeting minutes. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to acknowledge the cancellation of the Thursday, May 18, 2017 Board of Supervisor meeting due to a lack of quorum. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

POLICE DEPARTMENT: Chief Arment highlighted the May 2017 Police Report. Chief Arment stated that Officer David Fisher received the 2016 Outstanding Act of Bravery Award from the Lancaster County Chiefs of Police Association for his role in saving a woman from a house fire in July of 2016; and Officer Kreisher and Officer Walsh received letters of accommodation.

SEWAGE ENFORCEMENT OFFICER (SEO): Nothing to report.

TREASURER'S REPORT:

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve the 5/18/17 list of bills as presented: General Fund \$60,535.56; State Fund/Denver Road Bridge Project \$127,331.25; Light Fund \$543.40. Mr. Mitchell questioned an item, which was explained to him. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING
THURSDAY, JUNE 1, 2017**

TREASURER'S REPORT: *(CONTINUED)*

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to approve the 6/1/17 list of bills as presented: General Fund \$75,381.88; State Fund \$2,445.26; Recreation Fund \$2,268.65. Mr. Mitchell questioned some pool items and the Stoney Pointe walking trail, which were addressed. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

SOLICITOR - UGI LERTA: Dave Stahovich; Ms. Paula Leicht, Esquire of Mette, Evans and Woodside; Daniel Platt, Chief Financial Officer; and Anthony Szymelewicz of Ernst & Young were present for the UGI LERTA. It was noted that the ordinance was duly advertised on May 24, 2017 in the Ephrata Review. The meeting was turned over to the Township Solicitor Mr. Goodman. Mr. Goodman noted the hearing was held on May 4, 2017 under the Local Economic Revitalization Tax Assistance (LERTA) Act pursuant to 72P.S. §4722; UGI requests a 10-year property tax abatement through LERTA. Mr. Goodman summarized the ordinance:

East Cocalico Township is a local taxing authority, authorized by the Local Economic Revitalization Tax Assistance Act, the Act of December 1, 1977, P.L. 237, No. 76, 72 P.S. §4722 et. seq., to provide tax exemption for new construction in deteriorated areas of economically depressed communities and for improvements to certain deteriorated industrial, commercial and other business properties. The Board of Supervisors of the Township held a public hearing on May 4, 2017, for the purpose of determining the boundaries of deteriorated areas within the Township. The Board of Supervisors desires to encourage new commercial development and improvements to deteriorated properties in these deteriorated areas through the use of tax exemptions.

Ms. Leicht noted that testimony was held in part to the inadequate infrastructure. Ms. Leicht summarized that they are looking at the Fall of 2017 to start construction, with completion in 2018. UGI asks for relief through the ordinance and respectfully requests to pass the ordinance. Mr. Mitchell questioned if UGI would be looking into lower assessment abatement. Mr. Wise questioned the wording 'economically depressed'. Mr. Carrasco inquired about procedures. Public comments, discussions, and questions continued; which were addressed.

MOTION: Vice Chairman Fry made a motion, seconded by Secretary Fortna, to adopt Ordinance 2017-01 amending the code of ordinances, taxation, adding a new Article IV, Local Economic Revitalization Tax Assistance (LERTA) Act District. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

At 8:22pm, Chairman Mackley stated that the regular Board of Supervisors Meeting will continue after a break in order to sign documents. The meeting resumed at 8:27pm.

LAND PLANNING ENGINEER:

CURTIS AND SHIRLEY ENCK – MINOR SUBDIVISION PLAN (Conditionally Approved): Curt Enck was present for this plan. Mr. Russell briefly highlighted the plan.

MOTION: Vice Chairman Fry made a motion, seconded by Chairman Mackley, to acknowledge the acceptance of the park and open space fee in-lieu-of land dedication of \$1,857 as offered by the applicant/applicant's consultant and grant a waiver/modification of §194-46.B.(4) of the Subdivision and Land Development Ordinance related to the requirement to provide a state certified appraisal. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING
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LAND PLANNING ENGINEER:

(CONTINUED)

CURTIS AND SHIRLEY ENCK – MINOR SUBDIVISION PLAN

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to grant approval of the Curtis R. Enck, Jr and Shirley A. Enck, Preliminary/Final Subdivision Plan and authorize signature of the plans, conditioned upon the applicant 1) paying the required fee in-lieu-of park and open space dedication and identifying the associated waiver/modification on the plans 2) establishing the required financial security in a form acceptable to the Township 3) submitting a signed Improvement Guarantee Agreement 4) submitting a signed Stormwater Management and Easement Agreement and 5) submitting the required signed and certified plans for signatures to the satisfaction of the Township and Township Solicitor. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

GARDEN SPOT FRAME & ALIGNMENT – PRELIMINARY/FINAL LAND DEVELOPMENT PLAN (06-25-2017): No one was present for this plan. Mr. Russell briefly highlighted the plan.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to accept the time extension offer as submitted by the applicant's consultant dated May 23, 2017, which will extend the deadline for action on the Preliminary/Final Land Development Plan for the Garden Spot Frame & Alignment until December 22, 2017. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

GENERAL DISCUSSION ABOUT MS4 POLLUTION REDUCTION PLAN – MOTION TO ADVERTISE PUBLIC COMMENT PERIOD: Mr. LaSala was present. Mr. Russell noted that the next step is advertising of the plan that will be presented. The plan has identified a number of projects. Discussions and meetings have already started and will continue talking to prospective property owners. Mr. Russell noted that there are more projects in the plan than what are needed to comply with DEP; the Supervisors will be able to view the draft plan as well as the public. MS4 Pollution Reduction Plan discussions will be an Agenda item for the 30 days (June 19th through July 19th) for both the Board of Supervisors and Planning Commission meetings. This will be placed on the Township website as well as copies for walk-ins.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to advertise the public comment period for the draft MS4 2018-2023 pollution reduction plan from June 19, 2017 to July 19, 2017. Chairman Mackley asked if there were any other comments or questions. There were none. Motion carried. (3/0)

ZONING OFFICER: The Zoning Officers report will be at the next Supervisors meeting. Mr. Luongo stated that items are being moved off the Township property - Fishing Creek.

TRANSPORTATION ENGINEER: Mr. Russell noted that the Denver Road Bridge request for payment was received at the Township. Mr. Russell stated the project is on schedule.

MOTION: Vice Chairman Fry made a motion, seconded by Chairman Mackley, to approve payment for application #3 from Flyway Excavating, Inc. for the Denver Road bridge project for the amount of \$122,751.00. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

Pre-emption requested at Church St. and Rt. 272 signal.

MOTION: Vice Chairman Fry made a motion, seconded by Chairman Mackley, to authorize the engineering and signal permit plans for the installation of pre-emption and to install left turn lane signals on the Church Street approaching Rt. 272 intersection signals. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

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ROADMASTER: Highlighted report; discussed the walking path in the Stoney Pointe Development. Installation of the 2A stone took less than a week for the Highway Dept. staff, and a recommendation received for the final wearing course coat.

SUPERVISORS: Secretary Fortna discussed the four Agricultural Security Area(ASA) petitions received, and requested a resolution to be prepared to add the four petitions to the ASA.

RESOLUTION 2017-11: Amending Resolution 2017-02 Fee Schedule. Requesting revisions to the previously adopted Resolution 2017-02 in reference to hiring of the new Township Manager, and to add Section #10 (drafted by the Township Solicitor) in reference to professional consultants paying their bill on time; this language can be implemented into one Resolution.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to adopt Resolution 2017-11 establishing the 2017 fee schedule. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

RESOLUTION 2017-12: Township Manager's compensation and bond.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to adopt Resolution 2017-12 establishing the Township Manager's compensation and bond. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

UNENCUMBERED BUDGETED MONIES I/A/O \$5,126.16 TRANSFERRED.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve unencumbered budgeted monies i/a/o \$5,126.16 transferred from the police workman's compensation insurance account 01.410.35.4 to the capital purchase account 01.410.70.0 to purchase Police Department Yarnell cameras. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

GRAYBILL REZONING REQUEST. Chairman Mackley highlighted a request by the request the owners to rezone two parcels (one approximately 60 acres the other approximately 70 acres) currently zoned Suburban Rural Residential and Rural Residential to Light Industrial.

MOTION: Secretary Fortna made a motion, seconded by Chairman Mackley, to forward the Graybill rezoning request to the East Cocalico Township Planning Commission and Lancaster County Planning Commission for review and recommendation to the board of supervisors. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

CAMERA GRANT LOAN PROGRAM DISCUSSION. Program by Keep Pennsylvania Beautiful.

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to complete form and submit. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

REPLACE LIGHTS AT POLICE DEPARTMENT PARKING LOT WITH LED LIGHTS.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to approve upgrading approximately 10 lights within the Police Department parking lot by replacing with LED lights at a price of \$250.00 per light. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING
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TOWNSHIP MANAGER: Mr. Russell read the May 4, 2017 through May 31, 2017 Township Manager report; highlighting the MS4 2018 NOI Milestones for the current 2018 permit cycle. • Send “thank you” letters to the person offering a free Thanksgiving meal to Police Officers and a resident for placing American flags and planting flowers at the Township building.

APPOINTMENT – TIMOTHY D. CURRY CHFC, CFS FINANCIAL ADVISOR. Mr. Russell highlighted.

MOTION: Secretary Fortna made a motion, seconded by Vice Chairman Fry, to appoint Timothy D. Curry CHFC, CFS Financial Advisor as the Agent of Record for East Cocalico Township’s Voya 457(b) Financial Pension Plan (Group VF3203) effective June 1, 2017. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

TERMINATION OF MOWING CONTRACT. Mr. Russell looking over the list of vendors to placed a quote.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to acknowledge the termination of the 2017 mowing contract consisting of the vendor Dan Carroll. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

TERMINATION OF CLEANING CONTRACT.

MOTION: Chairman Mackley made a motion, seconded by Vice Chairman Fry, to send 45-day termination of contract notice to Spotless Cleaning Service dated June 2, 2017. Chairman Mackley asked if there were any comments or questions. There were none. Motion carried. (3/0)

EXECUTIVE SESSION: Not needed.

ADJOURN:

MOTION: There being no further business to come before the Board, Vice Chairman Fry made a motion seconded by Chairman Mackley to adjourn the meeting at 9:23 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