

DRAFT

BOARD OF SUPERVISORS MEETING THURSDAY, SEPTEMBER 16, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, September 16, 2021 at 7:00 p.m., held in-person at the at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, by following the current CDC guidelines, (social distancing), and held via "live" Zoom (a cloud-based video communications app that allows individuals to view live through virtual video and audio). This meeting was held ensuring the public safety during the COVID pandemic.

Supervisors: Chairman Romao Carrasco, Vice Chairman Craig A. Ebersole, Secretary Jeffrey W. Mitchell

Twp. Staff: Township Manager Michael Hession, Police Chief Darrick Keppley, MS4 Technician Ken McCrea, Financial Administrator Judith Lumis, and Recording Secretary Lisa A. Kashner

Visitors in Attendance: Larry Alexander, Lorraine Kulp, Kerry Haas, June Kinback, Eric Wentzel, Sarah Mains,

Don and Anna Eckman, Ben Craddock, Lorenzo Bonura, Sue Mackley, Doug Mackley, Allen Maxwell, Eddy McAlanis, Cheryl Forsyth, Ronald Forsyth, and Jim Rupert

Visitors via Zoom:* Lisa, Kenneth McCrea, Alan Fry, Donny, Judi Lumis, and Brent Wilson

*Visitors via Zoom are shown as displayed on the Zoom call list. ▪ Chairman Carrasco stated this meeting was duly advertised in accordance with the second-class Township code in the Lancaster Newspaper on December 23, 2020.

CALL TO ORDER, PLEDGE OF ALLEGIANCE: Chairman Carrasco asked everyone in attendance to pledge allegiance to the Flag.

ANNOUNCEMENT OF EXECUTIVE SESSIONS HELD: Chairman Carrasco stated there were no Executive Sessions.

PAST MEETING MINUTES APPROVAL: The Thursday, September 2, 2021 Board of Supervisors meeting minutes were presented for consideration for approval.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the Thursday, September 2, 2021, Board of Supervisor meeting minutes. Chairman Carrasco 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.

SHADY GROVE CAMPGROUND - LOT ANNEXATION & STORMWATER MANAGEMENT PLAN: No representatives were present for this plan. Mr. Lied stated that as a result of the pending deadline for action, the Township received a letter from the applicant's consultant dated September 7, 2021 indicating their request to withdrawal the plan. Mr. Lied noted that he issued a prior review letter and no updated plans have been received since the issuance of the prior review. Mr. Lied indicated that Mr. Hession is working to coordinate a meeting with the Township, the applicant and applicant's consultant. Mr. Lied indicated that he and Mr. Hession discussed the matter with the Township Solicitor, who recommended the Township accept the withdrawal of the plan.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to accept the plan withdrawal letter received by the Township, issued by ELA on behalf of the owner, dated September 7, 2021, officially withdrawing the Lot Annexation and Stormwater Management Plan for the Shady Grove Campground, dated December 3, 2020. Chairman Carrasco asked if there were any comments or questions; there were some questions which were answered. Motion carried (3/0).

ACTION ITEMS: LAND PLANNING ENGINEER

(CONTINUED)

BRUNNERS GROVE ROAD (LOT 4) - STORMWATER MANAGEMENT PLAN: Ben Craddock of Lancaster Civil Engineering Company was present for this plan. Mr. Lied provided a brief background on the project and indicated that it is similar to the prior Stormwater Management Plan approved for the adjacent Lot 5 on Brunners Grove Road. Mr. Lied stated that the waiver/modifications requested for the project are also consistent with the prior waiver/modification previously considered for the adjacent lot. Mr. Lied noted that a Becker review letter was issued on September 13, 2021. After the project introduction, the following motions were made:

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve a waiver/modification of §185-27.A.(1)(d)[1] of the East Cocalico Township Stormwater Management and Earth Disturbance Ordinance related to minimum swale freeboard, and allow the conveyance of the 100-year storm with no freeboard. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to approve a waiver/modification of §185-27.A.(1)(d)[4] of the East Cocalico Township Stormwater Management and Earth Disturbance Ordinance related to swale side slopes (residential area), and allow 3:1 side slopes in the swale. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to conditionally approve the Stormwater Management Plan for Brunners Grove Road (Lot 4), conditioned upon the applicant addressing all items outlined in the Becker Engineering, LLC. review letter dated September 13, 2021, to the satisfaction of the Township, Township Zoning Officer, Township Engineer and Township Solicitor. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to acknowledge the required amount of the financial security to be established with the Township for the Stormwater Management Plan for Brunners Grove Road (Lot 4), in the amount of \$21,861.00, per the approved Improvement Cost Estimate, prepared by Lancaster Civil Engineering Company, dated June 26, 2021; and to authorize the Board of Supervisors to sign the Improvement Guarantee Agreement (IGA) for the Stormwater Management Plan for Brunners Grove Road (Lot 4), when signed by the applicant and provided in a form acceptable to the Township and Township Solicitor along with the required financial security in a form acceptable to the Township Solicitor; and to authorize the Board of Supervisors to sign the Stormwater Maintenance and Easement Agreement (SWMEA) related to the Stormwater Management Plan for Brunners Grove Road (Lot 4), when executed by the applicant and submitted to the Township in a form acceptable to the Township Solicitor; and to authorize signature of the Stormwater Management Plan for Brunners Grove Road (Lot 4), 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 Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

BRUNNERS GROVE ROAD (LOT 3) - STORMWATER MANAGEMENT PLAN: Ben Craddock of Lancaster Civil Engineering Company was present for this plan. Mr. Lied provided a brief background on the project and indicated that it is adjacent to the prior discussed Lot 4 on Brunners Grove Road, and is similar to the prior Stormwater Management Plan approved for the adjacent Lot 5. Mr. Lied stated that the waiver/modifications requested for the project are also consistent with the prior waiver/modification previously considered for the adjacent lots with an additional waiver modification related to loading ratios. Mr. Lied noted a Becker review letter was issued on September 13, 2021. Mr. Lied stated that based on the specifics of the review letter for this lot, Becker is not recommending conditional approval. Mr. Lied indicated that Casey Kerschner of Becker had a prior discussion with Mr. Craddock to discuss key review comments. After the project introduction, the following motions were made:

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ACTION ITEMS: LAND PLANNING ENGINEER

(CONTINUED)

BRUNNERS GROVE ROAD (LOT 3)

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve a waiver/modification of §185-23.A.(2)(c) of the East Cocalico Township Stormwater Management and Earth Disturbance Ordinance related to loading ratios in non-karst areas, and allow a loading ratio of 8.5:1 instead of 8:1 per the approval of the Township Engineer. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve a waiver/modification of §185-27.A.(1)(d)[1] of the East Cocalico Township Stormwater Management and Earth Disturbance Ordinance related to minimum swale freeboard, and allow the conveyance of the 100-year storm with no freeboard. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve a waiver/modification of §185-27.A.(1)(d)[4] of the East Cocalico Township Stormwater Management and Earth Disturbance Ordinance related to swale side slopes (residential area), and allow 3:1 side slopes in the swale. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

TRANSPORTATION IMPACT FEE (TIF) - ADVISORY COMMITTEE MEMBERSHIP: Mr. Hession highlighted that the Transportation Impact Fee Advisory Committee recommended appointment of Mr. Josh Benton and was looking for consideration from the Board of Supervisors for appointment to the TIFAC. Mr. Hession explained that Mr. Benton was unable to attend the September 2nd Board of Supervisors Meeting

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to appoint Josh Benton to fill the open position on the Transportation Impact Fee (TIF) advisory committee. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

Mr. Hession noted that the Township received three additional letters from citizens interested in serving on the TIFAC: June Kinback, Kerry Haas, and Alen Maxwell. Notification will be sent to the interested citizens to attend the upcoming October 19th meeting to meet the TIF Committee.

PLANNING COMMISSION - MEMBERSHIP: Mr. Hession highlighted the three letters of interest for consideration of the vacancy on the Planning Commission: Sarah Mains, Alan Fry, and Alen Maxwell. At their last meeting, the Planning Commission made a recommendation to appoint Sarah Mains to the remaining term.

MOTION: Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to appoint Sarah Mains to fill the open vacant position on the Planning Commission with a term expiration date of 12/31/2022. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

BLACK HORSE PROJECT - REZONING PETITION AND TRANSPORTATION ISSUES: Mr. Hession discussed. The plan was displayed on the screen. Consideration is requested to amend the East Cocalico Township Zoning Ordinance and Zoning Map for land within East Cocalico Township: 2152 North Reading Road and 2170 North Reading Road. Proposing to consolidate the parcels and to redevelop them with a manufacturing/warehousing facility, rezone the property from the C-1 District to Light Industrial Zoning District, with the property's frontage along North Reading Road to remain commercially zoned. Proposing to amend the Zoning Ordinance to permit

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ACTION ITEMS:

(CONTINUED)

warehousing and wholesale trade establishments: the changing of the classification of portions of certain tracts of land from the General Commercial Zoning District to the Light Industrial Zoning District – to permit parking lots as an accessory use under certain circumstances in the General Commercial Zoning District – to permit warehousing and wholesale trade establishments in the Light Industrial and Heavy Industrial Zoning Districts – to remove references to special exception approval from the specific use criteria for warehousing and wholesale trade establishments. Discussed followed concerning the proposed roadway improvements, the re-alignment of Hill Road, the development of a cul-de-sac, the land donated to the Township, the intersection at Rt. 272 and Hill Road, size of the warehouse, large vehicles coming to the site, single use parcel, and the rezoning to light industrial proposal. Comments and questions were received which were answered.

APPOINTMENTS - MICHAEL HESSION AS THE RIGHT-TO-KNOW OFFICER AND DARRICK KEPPLEY AS THE ALTERNATE RIGHT-TO-KNOW-OFFICER: Mr. Hession highlighted.

MOTION: Chairman Carrasco made a motion, seconded by Secretary Mitchell, to appoint Michael Hession as the Right-To-Know Officer and Chief Darrick Keppley as the alternate Right-To-Know Officer. Chairman Carrasco asked if there were any comments or questions. There were some questions asked, which were answered. No other questions were received. Motion carried (3/0).

REQUEST FOR PROPOSALS (RFP) - TOWNSHIP SOLICITOR: Secretary Mitchell highlighted. Discussions continued and the following motion was made.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to appoint the firm of Nikolaus & Hohenadel, LLP to serve as alternate Township Solicitor for East Cocalico Township effective September 16, 2021. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

LAMS TRASH-A-THON FUNDRAISING EVENT - OCTOBER 7TH: Mr. Hession highlighted; noting that after reaching out to representatives from LAMS it appears that the event may not be held on any Township roads. Confirmation of Township roads to be highlighted at the next meeting.

CUB SCOUT PACK 60 CUBMOBILE RACE EVENT - OCTOBER 16TH:

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to authorize the closing of Ebersole Road (T-746) on Saturday, October 16, 2021, from 8am-12pm for the Cub Scout Pack #60 Cubmobile race event, in cooperation with notifying the fire police the day before the event. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

DEPARTMENT REPORTS: MANAGER

COHEN LAW GROUP PROPOSAL - WIRELESS FACILITIES MGMT. SERVICES: Mr. Hession highlighted in detail. Discussion continued. The following motion was made.

MOTION: Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to authorize the Chairperson of the Board of Supervisors to execute the proposal for Wireless Facilities Management Services submitted by the Cohen Law Group at a cost of \$4,800.00. Chairman Carrasco asked if there were any comments or questions. There were some questions asked, which were answered. No other questions were received. Motion carried (3/0).

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DEPARTMENT REPORTS: MANAGER

(CONTINUED)

CHURCH ST. AND SR 272 - INTERSECTION IMPROVEMENT TRAFFIC ANALYSIS & CONCEPT PLAN PROPOSAL (STEP 1): Mr. Hession highlighted a proposal for a traffic analysis and concept plan for Church Street and Rt. 272 intersection improvements which was received from Rettew. The total proposed fees for Step 1 of the study are \$14,500.00. Mr. Hession noted some upcoming grants that could possibly be used; and the use some of the monies within the Township's Traffic Impact Fund to offset the cost of the study. Discussions continued.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to contract with Rettew to complete the intersection and traffic analysis and concept plan development for intersection improvements located at Church Street and Rt. 272, per their proposal dated September 10, 2021. Chairman Carrasco asked if there were any comments or questions. There were some questions asked, which were answered. No other questions were received. Motion carried (3/0).

REAMSTOWN MUNICIPAL SKATEPARK - BENCH REQUEST: Mr. Hession discussed in detail. Noted their invoice amount is shown on tonight's List of Bills. Displayed the park on the screen. Ribbon cutting is scheduled for Sunday, October 17th beginning at 1pm, asking the Board of Supervisors to attend with the Recreation Board. Discussed the purchase of additional park benches and it was proposed that the Township determine whether an Eagle Scout could donate a bench or benches as part of a project, or the possibility of reaching out to the company to donate a bench and place a plaque on it, or for CASA to conduct a fundraising event to purchase benches. Discussions continued.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve the payment of the Arment Concrete invoice (dated 9/5/2021) with the stipulation that Mr. Hession and Mr. McCrea validate. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

REAMSTOWN POOL - SATISFACTION SURVEY: Mr. Hession highlighted the 2021 Reamstown Pool Satisfaction Survey prepared to be mailed out to the citizens who purchased a 2021 Reamstown Pool Pass.

POLICE DEPARTMENT REPORT: Chief Keppley highlighted the Police Department report, (1) Data Pilot to help with investigative work, and eliminates the need for someone having to give up their cell phone for 24-48 hrs. The manufactured price is \$5,885.00 (grant for \$2,531.00) for a total cost of \$3,354.00, and it does have a yearly fee of \$1,250.00. (2) Chief Keppley highlighted the need for new handguns for the officers and a program available where he can purchase 21 Generation 5 Glock handguns at \$209.00 per gun; red dot sites mounted on the weapons at a cost of \$400.00 per handgun; and the purchase of updated holsters at a cost of \$180.00 per holster for the Department. Discussed and noted that this is within the budget. (4) Chief Keppley is aware that there is the potential of three officers to retire in 2022 (two in January, one in May), and requested to start the hiring process conditioned upon the retirement timeframes. Discussions continued. (5) Tomorrow is kiddie day at the Denver Fair. Lengthy discussions were held on concerns with trucks on South Line Road and Wabash Road. It was noted for the Township to reach out to Four Seasons.

FINANCIAL ADMINISTRATOR REPORT: Ms. Lumis highlighted a proposal from KnowBe4, training on cyber security (fishing) to Township staff.

MOTION: Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve the cyber security awareness training quote from KnowBe4 dated 07/30/2021 in the amount of \$1,939.80. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

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ACTION ITEMS:

(CONTINUED)

ZONING OFFICER: Mr. Hession highlighted the August 2021 Zoning Officer Report. Mr. Hession stated that the applications for the open positions in the Zoning Office ends tomorrow.

ROAD DEPARTMENT REPORT: Mr. Hession highlighted the Road Master Report dated 09/09/2021 and the estimate to cut and remove dead trees at the Fishing Creek Park.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to contract with Cocalico Tree Service to cut and remove 14 dead trees at Fishing Creek Park. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MS4 STORMWATER REPORT: Mr. McCrea noted that he is finishing up the annual MS4 report. A full report will be given at the next Board of Supervisors meeting.

TREASURER'S REPORT:

LIST OF BILLS - AUTHORIZE LIST OF BILLS FOR PAYMENT: Secretary Mitchell highlighted. The following motions were made:

MOTION: Secretary Mitchell made a motion, seconded by Chairman Ebersole, to approve the check payments for the "General Fund Bank Account" list of bills in the amount of \$220,620.38 (starting date 09/03/2021 – ending date 09/16/2021); with the stipulation that the check for Arment Concrete be held until the approval of the Mr. Hession and Mr. McCrea to release the payment. Chairman Carrasco asked if there were any comments or questions. There were some questions asked, which were answered. No other questions were received. Motion carried (3/0).

MOTION: Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve the check payments for the "Light Fund Bank Account" list of bills in the amount of \$13,086.48 (starting date 09/03/2021 – ending date 09/16/2021). Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Secretary Mitchell reported on the "Electronic" Payment list of bills in the amount of \$84,526.64 (Payroll dated 9/15/2021 for pay period 08/29/2021 to 9/11/2021). Chairman Carrasco asked if there were any comments or questions; there were none.

Some questions were asked concerning the budget status report and the Solicitor budgeting numbers. Ms. Lumis stated this is under Professional Services. Discussions continued. After discussions, it was suggested that the Township staff post the detailed report on the Township website.

OLD BUSINESS CONTINUED DISCUSSIONS: Nothing to report.

NEW BUSINESS / INFORMATIONAL: Nothing to report.

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PUBLIC COMMENT (NON-AGENDA ITEMS): Allen Maxwell asked if Benderson is still moving forward. Mr. Hession stated that Benderson is scheduling a scoping meeting with PennDOT. Once that is scheduled, the Township will participate and have more information. Brent Wilson asked about the letter of intent he submitted concerning the opening on the Recreation Board. Mr. Hession discussed, stating that Mr. Wilson will be invited to the next Recreation Board meeting.

ANNOUNCEMENT: The next Board of Supervisors Meeting scheduled for Thursday, October 7, 2021 at 9:00 a.m. in-person and via "live" Zoom, held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

EXECUTIVE SESSION: None.

ADJOURN:

MOTION: There being no further business to come before the Board, Vice Chairman Ebersole made a motion seconded by Chairman Carrasco to adjourn the meeting at 9:37 p.m. Chairman Carrasco asked if there were any questions. There were none. Motion carried. (3/0)

Respectfully submitted,

Lisa A. Kashner
Township Recording Secretary

VIEW THIS MEETING IN ITS ENTIRETY BY VISITING YOUTUBE. PLEASE CLICK BELOW:
[SEPTEMBER 16, 2021 BOARD OF SUPERVISORS MEETING VIDEO](#)