

DRAFT

BOARD OF SUPERVISORS MEETING THURSDAY, MARCH 4, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, March 18, 2021 at 7:00 p.m., held via Zoom (a cloud-based video communications app that allows individuals to set up a virtual video and audio-conferencing). This public “live” Zoom meeting was held virtually in order to ensure public safety during the COVID pandemic.

ATTENDANCE:

Supervisors: Chairman Alan R. Fry, Vice Chairman Romao “RC” Carrasco, and Secretary Jeffrey W. Mitchell

Employees: Township Manager Penny Pollick, Assistant Manager/Zoning Officer Tony Luongo, Police Chief Darrick Keppley, Financial Administrator Judi Lumis, MS4 Technician Ken McCrea, Road Master Bret Hoffert, and Recording Secretary Lisa A. Kashner

Land Planning: Casey Kerschner

Newspaper: Larry Alexander of the Ephrata Review

Visitors:* Brian Wise, Mel W., Lorenzo, Jarod Hynson, Chad Weaver, Doug and Suzie Mackley, Kathlene, Alexandria Craig, J., Noelle, Mike Steffey, Jim, Julie Slabinski, Donny Stover, Clark Bearinger, Eddy, Randi Shober, Don, Ben Craddock, Billc, Eli Saenz, Nancy Wise, Kurt Russell, Tara Erking, Dan, C, Scott Achey, Cs iPhone, June Kinback, Renee, and Jeff Garner

*Only the visitors names as displayed on the Zoom listing are listed.

CALL TO ORDER, PLEDGE OF ALLEGIANCE: Chairman Fry asked everyone in attendance to pledge allegiance to the Flag. • Chairman Fry announced that this Board of Supervisors Meeting was duly advertised in accordance with the second-class Township code in the Lancaster newspaper on March 1, 2021.

EXECUTIVE SESSIONS HELD: Friday, March 5, 2021 for personnel and legal matters. • Friday, March 12, 2021 for legal matters.

PAST MEETING MINUTES APPROVAL:

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve the Thursday, March 4, 2021 Board of Supervisor Meeting Minutes. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

ACTION ITEMS:

LAND PLANNING ENGINEER: Mr. Kerschner participated to discuss the following projects.

EARTH, TURF & WOOD, INC. – PRELIMINARY/FINAL LAND DEVELOPMENT AND LOT ADD-ON PLAN (04-15-2021): Mr. Kerschner noted that Mr. Hynson is present to discuss further the Transportation Impact Fee (TIF) associated with the Earth, Turf and project, asking that the Township consider authorizing trip counts to be based on projected employee counts at a facility, rather than be determined as a result of building floor area, per the ordinance standards. Mr. Hynson stated that he has no plans to increase staff anytime soon, that the expansion he is proposing should not be included in the traffic impact fee program since the expansion will not increase traffic flow. Questions why this is only for the businesses when other items generate traffic. It was noted that the Township’s Transportation Consultant previously responded to the updated building floor plan information and outlined a methodology to calculate the TIF based on the square footages of the various interior uses. After lengthy discussions, the Supervisors understand his position. The Supervisors discussed, noting that a re-evaluation of the TIF methodology can take time, if changes were to take place TIF reimbursements would have to be made to the previous businesses that utilized the TIF, noting that the first project to be done with the Capital Improvement Fund is the Church Street intersection. Discussions were held on pausing the TIF until the methodology can be looked into. Lengthy discussions continued. The Supervisors decided to take the matter under further consideration by putting an action item together, a presentation to the community: First layer: (1) the history behind the TIF, (2) original overall spirit and intent of the TIF, (3) of the funds that were collected over

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ACTION ITEMS: LAND PLANNING ENGINEER: (CONTINUED)

that period of time when were those funds utilized and where, (4) where are those funds specifically supposed to be utilized within the next five years. Second layer: if the TIF is undone what does that mean for the funds, infrastructure, and the plans. Third layer: Is there another model for what this is specifically designed for. Vice Chairman Carrasco noted that without the data it would be improper to make a motion on the TIF. It was noted that the Supervisors will take it into consideration, do the research, and table this item for 30 days. Comments and questions asked which were answered.

956 SMOKESTOWN ROAD (JONATHAN RUPERT) – STORMWATER MANAGEMENT PLAN: No applicants were present for this plan. Mr. Kerschner highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to conditionally approve the Stormwater Management Plan for 956 Smokestown Road, conditioned upon the applicant addressing all items outlined in the Becker Engineering, LLC. review letter dated February 11, 2021, 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 no comments or questions. Motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to acknowledge the required amount of the financial security to be established with the Township for the Stormwater Management Plan for 956 Smokestown Road, in the amount of \$34,342.32, per the approved Opinion of Probable Cost, prepared by Fuehrer Associates, dated March 15, 2021. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

MOTION: Chairman Fry 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 956 Smokestown Road, 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. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize the Board of Supervisors to sign the Stormwater Maintenance and Easement Agreement (SWM&EA) related to the Stormwater Management Plan for 956 Smokestown Road, 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 no comments or questions. Motion carried (3/0).

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, to authorize signature of the Stormwater Management Plan for 956 Smokestown Road, 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 no comments or questions. Motion carried (3/0).

490 HAHNSTOWN ROAD – CURTIS WEAVER – STORMWATER MANAGEMENT PLAN: No applicants were present for this plan. Mr. Kerschner highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize a \$25,283.70 reduction in the current financial security being held by the Township for the 490 Hahnstown Road – Stormwater Management Plan, resulting in the remaining financial security being reduced to \$1,000.00. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, to authorize the full release of the \$1,000.00 remaining security for the 490 Hahnstown Road – Stormwater Management Plan upon the applicant and applicant's consultant addressing the items identified in the Becker email dated March 12, 2021, to the satisfaction of the Township, Township Zoning Officer and Township Engineer. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

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ACTION ITEMS: LAND PLANNING ENGINEER: (CONTINUED)

360 BRUNNERS GROVE ROAD (JASON REIFF) – STORMWATER MANAGEMENT PLAN: No applicants were present for this plan. Mr. Kerschner highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to acknowledge acceptance of the As-Built Plan for the 360 Brunners Grove Road (Jason Reiff) Stormwater Management Plan and authorized a full release of the financial security currently being held by the Township in the amount of \$35,147.35. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

BRUNNERS GROVE ROAD (LOT 5) – STORMWATER MANAGEMENT PLAN: Mr. Mike Steffey and Mr. Ben Craddock were present for this plan. Mr. Kerschner highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve a waiver/modification of §185-23.D of the East Cocalico Township Stormwater Management and Earth Disturbance Ordinance related to storage facility 72-hour dewatering time, and allow a proposed dewatering time of 81 hours. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve a waiver/modification of §185-23.E.2 of the East Cocalico Township Stormwater Management and Earth Disturbance Ordinance related to basin dewatering time and allow the basin dewatering time to exceed 24 hours for rate control storage. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to conditionally approve the Stormwater Management Plan for Brunners Grove Road (Lot 5), conditioned upon the applicant addressing all items outlined in the Becker Engineering, LLC. review letter dated March 17, 2021, 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 no comments or questions. Motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, 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 5), in the amount of \$20,451.57, per the approved Improvement Cost Estimate, prepared by Lancaster Civil Engineering Company, dated March 16, 2021. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

MOTION: Chairman Fry 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 Brunners Grove Road (Lot 5), 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. Chairman Fry asked if there were any other comments or questions. There were no comments or questions. Motion carried (3/0).

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to authorize the Board of Supervisors to sign the Stormwater Maintenance and Easement Agreement (SWM&EA) related to the Stormwater Management Plan for Brunners Grove Road (Lot 5), 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 no comments or questions. Motion carried (3/0).

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize signature of the Stormwater Management Plan for Brunners Grove Road (Lot 5), 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 no comments or questions. Motion carried (3/0).

INTERIM TOWNSHIP SUPERVISOR – SUBMISSION OF LETTER OF INTEREST: Chairman Fry is resigning, and tonight is his last public meeting. Chairman Fry's term ends December 31, 2021 and therefore an Interim Township Supervisor will be searched and ultimately appointed. To be considered for this appointment, interested candidates need to send a letter of interest to Vice Chairman Carrasco and Secretary Mitchell, and all letters must be received by May 1, 2021 by mail or e-mail. Discussions continued. More information to be placed on the Township website for any interested candidates. Comments and questions were received which were answered.

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DEPARTMENT REPORTS:

POLICE DEPARTMENT REPORT: Chief Keppley requested a motion to hire a Police Officer, stating that this brings the force to 16 Officers.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to hire Zachary Stauffer as a Level 1 Police Officer effective March 16, 2021. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

Chief Keppley discussed the Project Lifesaver and that they are looking into this. ▪ Chief Keppley discussed another project that is being looked into is a project similar to the Second Chance program. ▪ Chief Keppley discussed car #6 was taken out of service for mechanical issues and suggests placing the vehicle on Municibid with a motion possibly at the next meeting; looking to replace the car by the end of this year.

ZONING OFFICERS REPORT: Mr. Luongo highlighted the February 2021 Zoning Officers Report.

ROAD MASTER REPORT: Mr. Hoffert highlighted the March 10, 2021 Road Masters Report. Comments and questions were received, which were answered.

MS4 STORMWATER REPORT: Mr. McCrea highlighted his report: Reamstown Heights stormwater is a Community Development Block Grant (CDBG), an adoption of a Resolution is required.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize the signing of East Cocalico Township's, Board of Supervisors, letter of support in applying for/and participating in/the community development block grant program. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to adopt Resolution No: 2021-03 authorizing application to the Lancaster county redevelopment authority for community development block grant monies made available for public improvements. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to advertise notice that a public hearing will be held at the Thursday, April 1, 2021 Board of Supervisors meeting at 9:00 a.m. in regard to submission of an application for the community development block grant. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

Mr. McCrea is also working on documents on the bidding for farmers to put some of their land into the program of MS4 sediment project reduction. The letters are currently in review. A booklet will be sent the farmers in the Township. Mr. McCrea discussed in detail. Discussions continued. Questions and comments were asked, which were answered. The bidding sheet and booklet has already been sent, and a motion to advertise for the bid process allowing local farmers to participate in the stormwater program was decided to be presented at a later time until Solicitor Goodman has the final language and presents it for the Supervisors for review. The Stoney Run storm bank restoration project near the Municipal Building probably will not get started until April. The meadow flowers are to possibly be planted in the Spring near Fishing Creek with the help of UGI volunteers.

FINANCIAL ADMINISTRATOR REPORT: Ms. Lumis highlighted in detail the reports prepared for the Supervisors. ▪ Financial Statements done in a different format to see items in trends, monthly, yearly, comparing to a budget. Ms. Lumis is looking for the Supervisors feedback to see if they like the reports and if so, she will do other reports the same. The Supervisors needed more time to review and will get back to Ms. Lumis. ▪ Ms. Lumis discussed the changing of the signers on the bank statements and the Township credit card. Discussed that personnel should not be using their personal credit cards for Township purchases. The Supervisors taken this under advisement. ▪ Ms. Lumis to draw up a formal purchasing procedure/protocol of spending limits within the Township departments are being followed. ▪ Ms. Lumis discussed the need for more filing space, archiving, and procedures to follow of shredding of documents that meet the retention schedule. ▪ Donation made to the Police Department and placed in Revenue Accounts. ▪ Meetings and researching the American Rescue Plan Act. ▪ Notification received from the Pension Administrator stated there are funds in the non-union pension plan to help fund the MMO this year.

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DEPARTMENT REPORTS: FINANCIAL ADMINISTRATOR REPORT: (CONTINUED)

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize the transfer of funds in the amount of \$34,038.00 from Univest Capital Reserve Money Market Account to the Ephrata National Bank General Fund Account for reimbursement of Fire Company radios previously purchased. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

TREASURER'S REPORT:

LIST OF BILLS: Secretary Mitchell highlighted the List of Bills: Starting date 03/02/2021 – Ending date 03/11/2021.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to approve the list of bills as presented in the amount of \$155,910.05: (1) General Fund \$142,411.38, (2) Street Light Fund \$13,498.67. Chairman Fry asked if there were any comments or questions; there were questions asked which were answered. There were no other comments or questions. Motion carried (3/0).

OLD BUSINESS CONTINUED DISCUSSIONS:

PA FIRE & EMERGENCY SERVICES INSTITUTE – PROPOSAL, JERRY OZOG: Ms. Pollick noted that more information is to come. This item is tabled.

NORTH REAMSTOWN ROAD & COLONEL HOWARD BLVD. – STREET LIGHTING: Ms. Pollick stated PP&L is looking into and it may take another 2-3 weeks. This item is tabled.

RECREATION BOARD - REAMSTOWN PARK BIKE / SKATE / SCOOTER PARK: Ms. Erkinger discussed the recommended location of the bike / skate / scooter park. The park location was displayed on the screen. Discussions were held concerning stormwater and to continue with the research of any stormwater issues that may be related to this area. Mr. McCrea noted that the project is around 3,000 sq. ft., ordinance regulations are 2,000 sq. ft. Mr. Luongo discussed the possibility of keeping the project around 2,000 sq. ft. to keep it as a small stormwater project. The Supervisors could consider the nature of the project. Discussions continued. Comments and questions received which were answered. Ms. Erkinger to contact Arment to detail a rough sketch.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to seek relief in preparing and submitting a small project stormwater plan for the. Chairman Fry asked if there were any comments or questions; there were none. Motion carried (3/0).

REAMSTOWN PARK – RESURFACING OF BASKETBALL COURT: Mr. McAlanis discussed, stating that the surface is bad and could go above what is budgeted. Mr. McAlanis asked if the Township could help in the prepping of the court in respect to saving on the costs. More quotes are pending at should have by the next meeting. • Stoney Pointe Park working group is working on multiple ideas and sketches. Some of the previous Leathers marketing ideas to be brought before the Supervisors. More to be discussed at a Recreation Board Special Meeting held on March 30th.

NEW BUSINESS FOR DISCUSSION: Nothing to report.

MANAGERS REPORT: Ms. Pollick highlighted her report, noting that the Cares Act grant was received. • PSATS Conference is again cancelled and any paid fees can be used towards PSATS Workshops. • COVID relief money to come to the Township. • SR1030 bridge is a superstructure replacement to take place, construction talks continue. • Ms. Pollick read the remaining of her report. • Comments and questions were asked which were answered.

PUBLIC COMMENT (NON-AGENDA ITEMS): The following questions/comments were received which were answered and discussed, Attorney Ms. Julie Slabinski was present to discuss the Matthew Grant farm stand, noting the Zoning Hearing Board denied the request, and it was suggested that she attend a Board of Supervisors Meeting to discuss and explain further. Brief discussions held.

ANNOUNCEMENT: The Cocalico Leaders Meeting will be held at 7:00 p.m. on Tuesday, March 23, 2021 at the Denver Recreation Center. • The Supervisors were in agreement to hold the next Board of Supervisors Meeting held on Thursday, April 1, 2021 at 7:00 p.m. as a combination-type meeting: (1) as an in-person public meeting held at the Township building, and (2) with an option of anyone wanting to view via Zoom can do so. • Chairman Fry read the following motion:

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ANNOUNCEMENT: (CONTINUED)

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to approve the agreement and the release of Township Manager, Penny Pollick. Chairman Fry asked if there were any comments or questions; there were none. Secretary Mitchell abstained. Motion carried (2/0).

EXECUTIVE SESSION: Nothing to report.

As this is the last public meeting for Chairman Fry, Vice Chairman Carrasco and Secretary Mitchell thanked Chairman Fry for all his years of service. Chairman Fry was in his 16th year sitting of the Board of Supervisors. A big thank you went out to Chairman Fry.

ADJOURN:

MOTION: There being no further business to come before the Board, Vice Chairman Carrasco made a motion seconded by Secretary Mitchell to adjourn the meeting at 9:07 p.m. Chairman Fry 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:

[THURSDAY, MARCH 18, 2021 BOARD OF SUPERVISORS MEETING \(PART 1 OF 1\)](#)