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BOARD OF SUPERVISORS MEETING THURSDAY, APRIL 16, 2020

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, April 16, 2020 at 9:00 a.m., held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517. Due to the COVID-19 pandemic, this meeting was held by live streaming through YouTube and telephone conferencing.

ATTENDANCE:

Supervisors: Chairman Alan R. Fry, Vice Chairman Romao "RC" Carrasco via telephone conferencing, and Secretary Jeffrey W. Mitchell

Employees: Township Manager Penny Pollick, Police Chief Keppley, Assistant Manager/Zoning Officer Tony Luongo, MS4 Technician Ken McCrea, Road Master Chris Flory, and Recording Secretary Lisa A. Kashner

Engineer: None

Newspaper: None

Visitors:* Jeff Garner; eight visitors are streaming by watching the meeting YouTube live

*Only visitors who contacted the Township via e-mail notification are listed.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE: Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • Due to the pandemic of COVID-19, a live YouTube video and telephone conferencing was set up for this meeting. Chairman Fry asked that anyone watching the meeting to send an e-mail stating their name to Township@eastcocalicotownship.com. Comments and/or questions will be relayed to the Supervisors during the meeting by calling 717-336-1720 or e-mailing the Township at Township@eastcocalicotownship.com. The next Board of Supervisor Meeting is scheduled for May 7, 2020 at 7:00 p.m. pending the Governor's COVID-19 order.

EXECUTIVE SESSION ANNOUNCEMENTS: Thursday, April 9, 2020 at 3:00 p.m. for personnel matters and legal matters.

PAST MEETING MINUTES APPROVAL:

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve the Thursday, April 2, 2020 Board of Supervisors meeting minutes with recommended revisions at the bottom of page 3:

Revise from: "keep open the park green space open for people to go for walks but keeping their distance from one another, and send letters the other parks on Township letterhead recommending to follow through."

Revised to: "keep the park green space open for the public to go on walks but keeping their distance from one another, and send letters to the other parks on Township letterhead recommending they follow the East Cocalico Township Supervisors guidance and ways."

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 Departments report noting that the call volume and criminal activity has been decreased since COVID-19. Chief Keppley noted some of the Officers have completed required courses, and the School Resource Officer Fisher is back on patrol since the schools are closed. The Cocalico School District made yard signs for the students of the Class of 2020; the sign shows the Cocalico Eagle and the wording Class of 2020. The Police Officers delivered the yard signs to each of the Seniors as recognition.

The Township Emergency Management Coordinator, Scott Achey discussed by telephone conference that everyone is working together and calls are minimal with approximately 2-3 positive COVID-19 cases. Mr. Achey continued

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discussions noting that the area businesses and the community has all pulled together, everyone is doing what they need to do, and some businesses have even gone above and beyond helping with free food donations and monetary donations to the Fire Company. Mr. Achey suggests a thank you letter from the Township. Ms. Pollick read notification that was received from Fire Chief Donny Stover, Smokestown Fire Company, whom gives a big thank you to the community and the businesses donating food, they are working together, and all fundraising events are cancelled until further notice.

The Board of Supervisors noted they appreciate everything the Police Department, the Fire Companies, and Ambulance are doing through the COVID-19 pandemic.

ZONING OFFICERS REPORT: Mr. Luongo highlight his report. Mr. Luongo has reached out to area businesses to discuss the pandemic, asking them to reach out to the Township if they can help. Mr. Luongo discussed a previous MS4 meeting with farmers which was very well attended with a lot of good discussions.

ROAD MASTER REPORT: Chris Flory highlighted the Road Master Report. Mr. Flory discussed some recent damage within the Township during a storm.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, approve Martin Tree Service to take down a tree for \$200.00 which was damaged during a recent storm located at Dogwood Drive. Chairman Fry asked if there were any other comments or questions; there were none, motion carried (3/0).

Mr. Flory also highlighted other quotes received for the removal of trees on Dogwood Drive and discussed a quote received on the broom. After discussions the Supervisors approved Mr. Flory to order the broom parts totaling \$556.38.

Secretary Mitchell noted he toured the roads for the 2020 Road Projects and discussed the possibility of waiting to do the Rosehill Development and Mr. Flory agreed; noting Heatherwoods needs done. Lengthy discussions continued on the 2020 Bid Packets; previously posted on PennBid. Discussed the bid process and if the line items can be bid on separately. Old Homestead Development was also discussed in reference to the patchwork not holding; this was done just last year. Ms. Pollick and Mr. Flory to follow through on.

TREASURER'S REPORT:

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, approved the list of bills dated April 15, 2020 for a total of \$249,395.56: General Fund \$212,622.85; Hydrant Fund \$15,435.00; Light Fund \$13,041.31; Traffic Impact Fund \$8,296.40. Chairman Fry asked if there were any other comments or questions; there were none, motion carried (3/0).

ACTION ITEMS: **LAND PLANNING ENGINEER:** Ms. Pollick read the report prepared by Becker Engineering.

WABASH LANDING PHASE 2 – FINAL PLAN SUBDIVISION & LAND DEVELOPMENT PLAN – ACCEPT TIME EXTENSION OFFER:

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to accept the 90-day time extension offer as submitted by the applicant's consultant, dated April 9, 2020, which will extend the deadline for action on the Wabash Landing Phase 2 Final Plan Subdivision and Land Development Plan until July 24, 2020. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

COCALICO CHRISTIAN BROTHERHOOD (LUTHERCARE) – STORMWATER MANAGEMENT SMALL PROJECT APPLICATION – ACCEPT AND AUTHORIZE SIGNATURE: Mr. Luongo noted that the project name is also known as Cocalico Christian Brotherhood.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to authorize the Board of Supervisors to sign the Stormwater Management and Easement Agreement related to the 58 South Reamstown Road Stormwater Management Small Project Application, as prepared by the Township Solicitor, when executed by the applicant and submitted to the Township. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

RESOLUTION 2020-04, PROPOSED EXTENSION OF REAL ESTATE TAXES DUE DATE: Ms. Pollick highlighted the Resolution; the County needs all Townships and Boroughs to agree on extending the 2020 base period until the end of the year and waive delinquent property taxes; a penalty rate of 0% for the year 2020.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to adopt Resolution 2020-04, a Resolution of the Township of East Cocalico, Lancaster County, Pennsylvania to extend the period in which real estate taxes may be paid at the base rate by adopting a penalty rate of 0% for 2020. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MARTIN TEXT AMENDMENT - 51 COCALICO CREEK ROAD: Ms. Pollick noted that this item was tabled previously. The Supervisor agreed to table until a future meeting.

REAMSTOWN POOL: Discussions were held (item shown further down on the agenda): Proposing a delay in pool opening date due to COVID-19. Chairman Fry asked to turn the water on at the beginning of next month to start the cleaning process. Mr. Flory to follow through. Discussions continued. The target-date to open the pool was discussed, noting the tentative date to open is Wednesday, June 3, 2020. This is subject to change. To be re-evaluated. Pending more information from other Municipalities, the State, and CDC on what they are recommending.

OLD BUSINESS CONTINUED DISCUSSIONS:

EMERGENCY SERVICES - NEW RADIO DISCUSSION/UPDATE: Mr. Achey discussed a plan of action noting that radios are needed, although they may be experiencing funding issues in the near future. Discussions continued. It is believed the radio price given will hold if there is a delay in the purchase. The Supervisors discussed their concerns with their current radios breaking up and suggests writing a letter to the County Commissioners.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to tentatively commit to the purchase 12 hand-held radios up until the beginning of the new year 2021, once the Township is able to examine their financial situation they can purchase radios for the Township Fire Companies with an approximate cost of \$32,500.00. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

The Supervisors approved the following next agenda items to be tabled, and kept on the Agenda until a future meeting.

PENNDOT - BREAK RETARDERS ON STATE ROADS UPDATE (CHURCH STREET AND NORTH READING ROAD): Tabled.

ELECTRIC CHARGING STATION – UPDATE: Tabled.

BUS SERVICES TO LOW INCOME HOUSING (HEATHERWOODS) – UPDATE: Tabled.

RECREATION BOARD – FUNDRAISING CONSIDERATION: Tabled.

REAMSTOWN POOL – POSSIBLE DELAY IN OPENING DATE DUE TO COVID-19: Discussed earlier.

MS4 DISCUSSION: Mr. McCrea noted that the MS4 Storm Drain Marker contest is complete. There were 39 entries received from 4th and 5th grade students of the Reamstown Elementary School. Three top entries were sent to Supervisors for their review and pick one winner. The winner is William Saporetti. Mr. McCrea stated that William will receive a family pool membership to the Reamstown Pool for the 2020 season. Boose Aluminum is making the mold. Discussions held. A thank you letter to be prepared for the Supervisors and Mr. McCrea to sign. Mail the letters to the school so the teachers can distribute to the children involved.

NEW BUSINESS FOR DISCUSSION: Nothing to report.

MANAGERS REPORT: Ms. Pollick has been reporting daily to the Supervisors. The Supervisors had no questions. Ms. Pollick notes that the Financial Department is starting to come together, and the accounting firm has been working with her. The advertisement is being worked on. Ms. Pollick thanked the Township staff for stepping up.

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PUBLIC COMMENT (NON-AGENDA ITEMS): No public comment was received.

ANNOUNCEMENT: The next Board of Supervisors Meeting is tentatively scheduled for Thursday, May 7, 2020 at 7:00 p.m. held at the East Cocalico Township Municipal Building.

EXECUTIVE SESSION: The Board of Supervisors recessed their regular meeting at 10:48 a.m. and went into Executive Session at 10:53 a.m. wherein personnel items were discussed. The Board reconvened at 11:16 a.m. No motions were made.

ADJOURN:

MOTION: There being no further business to come before the Board, Secretary Mitchell made a motion seconded by Chairman Fry to adjourn the meeting at 11:22 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:

[East Cocalico Township Board of Supervisor Meeting 04-16-2020, Part 1 of 2](#)

[East Cocalico Township Board of Supervisor Meeting 04-16-2020, Part 2 of 2](#)