

## **BOARD OF SUPERVISORS MEETING THURSDAY, MAY 6, 2021**

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, May 6, 2021 at 7:00 p.m., held in-person by following the current CDC guidelines, (social distancing and wearing a mask), and held via Zoom (a cloud-based video communications app that allows individuals to set up a virtual video and audio-conferencing). This meeting was held ensuring the public safety during the COVID pandemic.

### **ATTENDANCE:**

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

**Twp. Staff:** Police Chief Darrick Keppley, MS4 Technician Ken McCrea, Tony Luongo, and Recording Secretary Lisa A. Kashner

**Land Planning:** Brent Lied

**Visitors in Attendance:** Alan R. Fry, Larry Alexander from the Ephrata Review, Lorenza Bonura, Jaron Hyson, David Hollinger, Suzie Mackley, Doug Mackley, Tara Erking, Brandon Williams, Josh Boulton, June Kinback, Jason Garman, Conor Ulgo, Kelly Tressler, Jim Tressler, Gerald Hartranft, Edward McCanig, Monica Craig-Fry, Brian Wise

**Visitors via Zoom\*** Lisa, Donny, Ken McCrea, Heidi LeRoy, Darrick Keppley, Anne's iPad, Don, Cherly's hotspot,

\*Visitors via Zoom are shown as displayed on the Zoom call list.

**CALL TO ORDER, PLEDGE OF ALLEGIANCE:** Vice Chairman Carrasco asked everyone in attendance to pledge allegiance to the Flag. • Vice Chairman Carrasco announced this meeting was duly advertised in accordance with the second-class Township code in the Lancaster newspaper on April 14, 2021. The Community was thanked for their attendance this evening.

**EXECUTIVE SESSIONS HELD:** (1) April 22, 2021 from 5:10pm-6:10pm for personnel matters, and (2) May 3, 2021 from 7:00pm-8:15pm for contractual issues.

**APPOINTMENTS / REORGANIZATION:** The following motions were made.

**MOTION:** Secretary Mitchell made a motion, seconded by Craig Ebersole, to appoint Romao Carrasco as Chairman of the Board of Supervisors. Chairman Carrasco asked if there were any other comments or questions. There were none. Chairman Carrasco abstained from voting. Motion carried (2/0).

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Carrasco, to appoint Craig Ebersole as Vice Chairman of the Board of Supervisors. Chairman Carrasco asked if there were any other comments or questions. There were none. Vice Chairman Ebersole abstained from voting. Motion carried (2/0).

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Carrasco, to appoint Craig Ebersole as Assistant Treasurer. Chairman Carrasco asked if there were any other comments or questions. There were none. Vice Chairman Ebersole abstained from voting. Motion carried (2/0).

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to appoint Craig Ebersole as Township Police Commissioner. Chairman Carrasco asked if there were any other comments or questions. There were none. Vice Chairman Ebersole abstained from voting. Motion carried (2/0).

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to appoint Craig Ebersole as Pennsylvania's State Association of Township Supervisors (PSATS) Alternate Voting Delegate. Chairman Carrasco asked if there were any other comments or questions. There were none. Vice Chairman Ebersole abstained from voting. Motion carried (2/0).

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**PAST MEETING MINUTES APPROVAL:** Vice Chairman Ebersole noted that in the April 15<sup>th</sup> minutes, under the visitor section his name was misspelled, and to revise Rob Ebersole to Craig Ebersole. Secretary Mitchell noted that in the visitor section the name Dixie Becke was misspelled, and to revise the name to reflect Dixie Becker.

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve the Thursday, April 15, 2021 Board of Supervisor Meeting Minutes with the corrections as noted. Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**VISITOR:** Dawn Orgera was present to discuss the 2021 swim team schedule and divisions and procedural changes. Comments and questions were asked, which were answered.

### **ACTION ITEMS:**

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

**WABASH LANDING PHASE 2 – FINAL PLAN SUBDIVISION AND LAND DEVELOPMENT PLAN (05-21-2021):** No applicant was present for this plan. Mr. Lied highlighted the current status. After discussions, the following motion was made.

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to accept the written time extension offer as submitted by the applicant's consultant, dated April 27, 2021, which will extend the deadline for action on the Wabash Landing Phase 2 – Final Plan Subdivision and Land Development Plan until July 20, 2021. Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**EARTH, TURF & WOOD, INC. – PRELIMINARY/FINAL LAND DEVELOPMENT AND LOT ADD-ON PLAN: TRAFFIC IMPACT FEE (TIF) DISCUSSIONS:** Mr. Hynson was present to discuss his waiver request related to the Transportation Impact Fee (TIF) because of his interpretation that he is not generating additional vehicular traffic due to new development. Mr. Hyson explained that he is simply moving to a new building with the same staff and trucks. Chairman Carrasco noted that the submitted waiver request from Mr. Hynson was forwarded to the Township TIF Program Solicitor. Chairman Carrasco stated that the Solicitor does not believe that the waiver request is warranted at this time based on the specifics of the project and resultant conditions. A copy of the Solicitor's response was handed to Mr. Hyson. Discussions continued.

**THE CROSSINGS AT COCALICO – SKETCH PLAN:** Brandon Williams and Jason Garman representing Garman Builders and Josh Boulton representing Pioneer Management were present for this plan. Mr. Lied provided a brief overview of the project and prior action by the Planning Commission. Mr. Lied explained that the applicant is pursuing the development of the property utilizing the Village Overlay Zone concept. Mr. Williams discussed the Sketch Plan and project at length, highlighting that the plan depicts a total of 172 residential dwelling units consisting of 52 single family dwellings, 56 attached dwellings and 64 multi-family units. Detailed discussions were held regarding the three waiver/modification previously considered and recommended for approval by the Planning Commission at their meeting on April 26, 2021, related to the percentage of the detached dwellings on the front build to line, the various housing type percentages and the parking requirements for apartments, were discussed in detail. Lengthy discussions were held regarding various aspects of the project and associated waiver/modifications. Some comments and questions were asked which were answered. It was noted that the applicant has requested additional waiver/modifications, beyond the three recommend for approval by the Planning Commission. Mr. Lied noted that any action on certain waivers tonight shall not be considered or construed to imply favorable action on any other waiver/modifications, since only limited project information has been provided to date. Mr. Boulton noted that the focus and hope for action tonight is on the three waiver/modifications recommended by the Planning Commission, and that applicant would give consideration to withdrawing the other various waiver/modifications if it would simplify matters. The waiver/modification related to the 44' height of the 3-story apartment building was discussed briefly. The minimum width requirements for ADA compliant sidewalks were discussed (5' wide or 4' wide with 5' passing areas every 200'). After the project discussions, the following motions were made:

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**ACTION ITEMS:**

***(CONTINUED)***

**LAND PLANNING ENGINEER:**

**THE CROSSINGS AT COCALICO – SKETCH PLAN:**

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve a waiver/modification of §220-19.E.(3) of the East Cocalico Township Ordinance related to a reduction in the required percentage of detached dwellings front building façade to be required on the build-to-line from 70% to 50%. Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to approve a waiver/modification of §220-19.D.(4) of the East Cocalico Township Ordinance related to a deviation in the required housing type percentages to authorize a minimum of 25% single-family dwellings, a minimum of 10% and maximum of 35% semi-detached dwellings, and no more than 65% townhouse or apartments. Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve a waiver/modification of §220-19.E.(5) of the East Cocalico Township Ordinance related to a reduction in the required number of parking spaces for apartments to 2.5 spaces per apartment unit, and adjust the maximum distance from 100' to 150' or within the boundary of the apartment building property, in-lieu of 3 spaces per each apartment unit within 100', conditioned upon the apartments not exceeding an average of 2 bedrooms per unit. Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to approve the common three-bedroom apartments. Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**2021 REAMSTOWN COMMUNITY POOL RATES – DISCUSSION/APPROVAL:** Mr. McAlanis was present to discuss with the Supervisors; noting the recent discussions held with Denver Borough in relation to their 2021 rates. Suggests to streamline the Township's rates to Denver's rates. Lengthy discussions continued. Mr. McAlanis discussed the possibility of separating the Township passes from the Denver passes by color-coating them, and sharing the pool members information with Denver in an event of an emergency. Comments and questions were asked which were answered.

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve that the East Cocalico Township Reamstown Pool Emergency Contact List be shared with Denver Borough, to color-coat the pool passes to easily distinguish from Denver Borough's pool passes, and to keep the Reamstown Pool 2021 Pool Rates the same as Denver Borough's 2021 pool rates. Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

Chief Keppley discussed a Service Agreement received from the Ephrata Recreation Center for service technicians at a cost of \$297.00 per week. Discussions continued.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to approve the Ephrata Recreation Center's Service Agreement for technical duties at a cost of \$297.00 per week, with Mr. Alan Fry overseeing as needed, conditioned that the Township Solicitor review the agreement as satisfactory. Chairman Carrasco asked if there were any other comments or questions. Comments and questions were asked, which were answered. There were no more questions. Motion carried (3/0).

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to appoint Alan R. Fry as the Reamstown Pool Service Technician for the 2021 season. Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

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### **ACTION ITEMS:**

***(CONTINUED)***

**2021 TOWNSHIP SPRING NEWSLETTER – PERMISSION TO SEND TO THE PRINTER:** Discussions continued. Mr. McAlanis to get the revisions to Ms. Kashner to edit. Mr. McAlanis to review before Ms. Kashner sends to the printer.

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to approve sending the 2021 Township Spring Newsletter to the printer conditioned that the pool pricing is revised and where payments can be made for signing up for the pool. Vice Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**EPHRATA NATIONAL BANK – SIGNATURE CARDS PREPARED FOR SIGNATURE:** Secretary Mitchell noted that with Vice Chairman Ebersole appointed as Assistant Secretary he will need to be signed on the Township Bank Accounts as well as the Univest Account.

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve Vice Chairman Ebersole to sign the Ephrata National Bank signature cards as prepared. Vice Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**CUSTOM COMPUTER QUOTE – SONIC WALL UPGRADE:** Discussed a routine check of the Township's network infrastructure noticing the security service licenses on the SonicWall will expire soon, and it's suggested to update. The new unit will also help fully utilize the increased bandwidth once Windstream is installed. Discussions continued.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to approve the signing the Custom Computer SonicWall upgrade quote dated 04/23/2021 for \$1,199.95. Vice Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**VERTEX MECHANICAL QUOTE:** Discussions held concerning a leak in the air conditioning system, that portions of the Township building were without air. This was an emergency and Vertex fixed today for a cost of \$1,491.17.

Secretary Mitchell discussed the spraying quotes received in respect to the median strips located at Colonel Howard Blvd. and Muddy Creek Church Road. One bid received from Vantage Property Solutions for \$625.00, and one from Texter Mountain Nursery for \$900.00. Discussions were held concerning poison ivy at Old Homestead Park, noting that the Road Crew could possibly do this when they obtain their license for spraying.

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the Vantage Property Solutions estimated dated 5/6/2021 in the amount of \$625.00. Vice Chairman Carrasco asked if there were any other comments or questions. There were some questions asked which were answered. There were no other questions or comments asked. Motion carried (3/0).

### **DEPARTMENT REPORTS:**

**POLICE DEPARTMENT REPORT:** Chief Keppley highlighted that his full report will be given at the next Supervisors Meeting. Chief Keppley noted that a letter of resignation was received from the part-time Secretary of the Police Department, Debbie Nelms.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to accept with regret the resignation of Debbie Nelms, part-time Secretary of the Police Department. Vice Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

Chief Keppley noted that a letter of resignation was received from the Police Department Office Manager, Heather Smith.

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**DEPARTMENT REPORTS: POLICE DEPARTMENT REPORT (CONTINUED)**

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to accept with regret the resignation of Heather Smith, Office Manager of the Police Department. Vice Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

Chief Keppley discussed the Township credit card and its use of purchases, and suggested that the Police Department could use a separate credit card for the Department. Discussions continued.

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve a credit card for the Police Department, used by the Police Chief, with a spending limit of \$5,000.00. Vice Chairman Carrasco asked if there were any other comments or questions. There were none. Motion carried (3/0).

**ZONING OFFICERS REPORT:** To be presented at the next Board of Supervisors Meeting.

**ROAD MASTER REPORT:** To be presented at the next Board of Supervisors Meeting.

**MS4 STORMWATER REPORT - STONY RUN – STREAMBANK RESTORATION:** Mr. McCrea highlighted. Questions and comments were asked which were answered.

**ROSE HILL STORMWATER BASIN RETROFIT – WATERSHED RESTORATION & PROTECTION PROGRAM GRANT APPLICATION:** Mr. McCrea highlighted. Questions and comments were asked which were answered.

**AGRICULTURAL BMP – SEDIMENT REDUCTION CREDIT THROUGH FARMERS:** Mr. McCrea highlighted. Questions and comments were asked which were answered.

**FINANCIAL ADMINISTRATOR REPORT:** Ms. Lumis highlighted the balance sheet and budget comparison reports for each of the funds. Ms. Lumis proposed Resolution 2021-04 for approval. Discussions continued.

**TREASURER'S REPORT:**

**LIST OF BILLS:** Secretary Mitchell highlighted the List of Bills: Starting date 04/09/2021 – Ending date 05/05/2021. Questions and comments were received, which were answered.

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the list of bills as presented in the amount of \$315,073.31: (1) General Fund \$285,986.37, (2) Light Fund \$13,291.94, (3) Hydrant Fund \$15,795.00. Vice Chairman Carrasco asked if there were any comments or questions; there were some questions asked which were answered. There were no other comments or questions. Motion carried (3/0).

Secretary Mitchell reviewed and discussed the secondary list of bills presented, start date of 05/05/2021 – end date of 05/05/2021 as suggested by Vice Chairman Ebersole to present the list before signing the checks and sending them out. Secretary Mitchell asked if there were any questions. Some questions were asked, which were answered.

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Carrasco, to approve the secondary list of bills as presented in the amount of \$41,881.50. Vice Chairman Carrasco asked if there were any comments or questions; there were some questions asked which were answered. There were no other comments or questions. Motion carried (3/0).

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### **OLD BUSINESS CONTINUED DISCUSSIONS:**

**PA FIRE & EMERGENCY SERVICES INSTITUTE – PROPOSAL, JERRY OZOG:** Item is tabled.

**NORTH REAMSTOWN ROAD & COLONEL HOWARD BLVD. – STREET LIGHTING:** Item is tabled, and assigned to Mr. Luongo as an action item for further research.

**RECREATION BOARD:** Tara Erking highlighted the skate park. Discussed in length rules for the skate park, liability, and insurance issues. Comments and questions were asked, which were answered.

**MOTION:** Secretary Mitchell made a motion, seconded by Chairman Carrasco, to move forward with the small project water management, at the original proposed location, that Arment had submitted based on Becker Engineering's recommendation/approval, and to approve the Arment Concrete in the amount of \$21,200.00. Vice Chairman Carrasco asked if there were any comments or questions; there were none. Motion carried (3/0).

**NEW BUSINESS / INFORMATIONAL:** Vice Chairman Carrasco noted that a recent Executive Session was for discussions concerning the possibility of sharing the Denver Borough Manager with East Cocalico Township. Draft documents continued to be reviewed.

**MANAGERS REPORT:** Chief Keppley highlighted a meeting held with Verizon, resulting in a savings on the bills.

**PUBLIC COMMENT (NON-AGENDA ITEMS):** Mr. Mackley asked about the missing Township files, PennDOT scoping meeting, weed spraying of the median strips, turning lane on Rt. 272 location, and Right-To-Knows received. Discussions continued, comments and questions were asked which were answered.

### **ANNOUNCEMENT:**

The next Board of Supervisors Meeting will be held on Thursday, May 20, 2021 at 7:00 p.m. as a combination-type meeting: (1) an in-person public meeting held at the Township building, and (2) with the option of anyone wanting to log-in and view via "live" Zoom may do so.

**EXECUTIVE SESSION:** Chairman Carrasco noted the Board will be going into Executive Session for contractual items where they may or may not render a decision. The Supervisors went into Executive Session at 10:30pm, and returned at 10:40pm. Chairman Carrasco announced that they have agreed to a new model of sharing the Manager from Denver Borough with East Cocalico Township. The contracts received from Denver Borough will be reviewed, and subject to approval with a successful legal review. The Supervisors look forward to the cooperation and efforts between both Municipalities to service the Cocalico Community in the future

### **ADJOURN:**

**MOTION:** There being no further business to come before the Board, Secretary Mitchell made a motion seconded by Vice Chairman Ebersole to adjourn the meeting at 10:44 p.m. Vice 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:**  
**THURSDAY, APRIL 15, 2021 BOARD OF SUPERVISORS MEETING**  
**(PART 1 OF 2) (PART 2 OF 2)**