

DRAFT

BOARD OF SUPERVISORS MEETING THURSDAY, JUNE 4, 2020

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, June 4, 2020 at 7:00 p.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, and Secretary Jeffrey W. Mitchell

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

Engineer: Brent Lied and Casey Kerschner

Newspaper: None

Visitors:* Todd Vaughn of David Miller and Associates, Chad Weaver of Stevens Fire Company, Scott Achey of Reamstown Fire Company, and Rick Carpenter of Reamstown Ambulance

*Only visitors who signed in 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 gave instructions for viewing the meeting, and that anyone watching the meeting can send questions by e-mail stating their name to Township@eastcocalicotownship.com and comments and/or questions will be relayed to the Supervisors during the meeting by calling 717-336-1720. The next Board of Supervisors Meeting is scheduled for June 18, 2020 at 7:00 p.m. held at the Reamstown Fire Company with limited visitors pending the Governor’s COVID-19 order.

Chairman Fry stated that this May 21, 2020 Board of Supervisors Meeting was duly advertised in accordance with the 2nd Class Township Code in the Ephrata Review Newspaper on December 11, 2019.

ANNUAL DISCUSSIONS / CONTRIBUTIONS TO THE EMERGENCY SERVICE AGENCIES: The Board presented annual contributions to the representatives of the Reamstown Fire Company for (Scott Achey) for \$35,000, the Reamstown Ambulance Association (Rick Carpenter) for \$30,000, the Smokestown Fire Company (Donny Stover) for \$35,000, and the Stevens Fire Company (Jim Black) for \$35,000. New information was discussed from each entity. The Board thanked them for everything they do for the community.

EXECUTIVE SESSIONS HELD: Chairman Fry noted that on Monday, June 1, 2020 at 8:00 a.m. an Executive Session was held to discuss personnel and legal matters. Chairman Fry stated that a letter of resignation was received by Officer John Appleton.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to accept the letter of resignation from Officer John Appleton effective May 22, 2020. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

The opening for the Financial Director position was discussed, noted that it was duly advertised in the Lancaster Newspaper on May 3, 2020. Applications were received and interviews have now concluded. The Township Manager was given a directive at the recent Executive Session to extend and offer employment.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to hire Judith R. Lumis for the full-time salaried position as East Cocalico Township's Financial Director, with an effective starting date of June 15, 2020 or before, provided that all pre-employment testing and bonding requirements are satisfactorily met. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

Discussions were held on the 2020 Road Projects and the following motions were made.

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to partially rescind and withdraw the May 21st motion regarding the 2020 Road projects, specifically Project #3, which was inadvertently awarded to New Enterprise Stone & Lime Co. whom was not the lowest bidder. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, to approve Alan Myers as the lowest responsible, qualified bidder for Project #3 2020 Road Projects, Project #3, in the amount of \$235,487.90. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

ACTION ITEMS: LAND PLANNING ENGINEER: Brent Lied and Casey Kerschner of Becker Engineering highlighted the plans, giving background information on each plan.

CARRIAGE HILL PHASE 3 AND 4 - PRELIMINARY/FINAL SUBDIVISION PLAN: Todd Vaughn was present for this plan. Mr. Lied highlighted the plan, clarified the assignment of maintenance responsibility to be determined by the Board of Supervisors at a later meeting. Discussions held and the following motions were made:

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve a waiver/modification of §194-9 and related sections of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to plan processing requirements, and authorize the plan to be submitted and processed as a single plan submission meeting all applicable requirements of both Preliminary and Final Plans. 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 approve a waiver/modification of §194-14.D.(3) of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to lot numbering, and authorize the use of the lot numbering consistent with the previously recorded Final Plans for the prior phases of the development. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to approve a waiver/modification of §194-25.J.(1) of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to the widths of proposed roadways and associated right-of-ways, and authorize the use of reduced cartway and right-of-way widths as outlined on the current plans. 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 approve a waiver/modification of §194-25.I.(2) of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to cartway alignment relative to the right-of-way, and authorize the use of the roadway centerline locations and right-of-way relationships as outlined on the current plans. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve a waiver/modification of §194-33.E.(1) of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to concrete curbing to authorize the use of concrete curb with a vertical depth of 18" consistent with the current PennDOT standards, in lieu of the Township's 22" depth. 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 approve a waiver/modification of §194-37.A. of the East Cocalico Township Subdivision and Land Development Ordinance pertaining to concrete right-of-way monuments, and authorize a reduction in the number of monuments to be installed and limit the monument locations to those outlined on the current plans. 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 approve a waiver/modification of §185-28.A.(1)(a)[2] of the East Cocalico Township Stormwater Management Ordinance related to interior side slopes of stormwater basins, and authorize the slopes to be increased from 5:1 to 3:1. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to approve a waiver/modification of §185-28.A.(2)(b) of the East Cocalico Township Stormwater Management Ordinance related to the depth of stormwater basins, and authorize the use of a “basin depth” of 9' in lieu of the 6' maximum. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

Discussions were held on the proposed basin fencing and displayed on the screen. After lengthy discussions, the Board of Supervisors agreed to give this further consideration in reference to Lot 11 having all the basin responsibilities.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve a waiver/modification of the requirements of §185-28.A.(8) of the East Cocalico Township Stormwater Management Ordinance related to basin fencing around basins with slopes greater than 5:1 when the basin depth is 5' deep during a one-hundred year storm event and authorize the applicant to provide fencing around a portion of the basin (as currently shown on the plans), conditioned upon the fencing being 4' high, 3 rail split rail fencing with coated wire. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

The temporary construction access in respect to the location and duration was discussed. This discussion included: approaching the entrance to ensure adequate protection of existing Township roadways, street light spacing, grading of existing eroded channel/ditch on Lots 3 and 4, the tot lots, cluster mailboxes, etc. Lengthy discussions continued. A recent BEL review letter was submitted.

MOTION: Secretary Mitchell made a motion, seconded by Vice Chairman Carrasco, to table the Carriage Hill Phase 3 And 4 - Preliminary/Final Subdivision Plan. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

COCALICO COMMUNITY CHURCH – STORMWATER MANAGEMENT SMALL PROJECT APPLICATION SWMEA: No one was in attendance for this plan.

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, to authorize the Board of Supervisors to sign the Stormwater Management and Easement Agreement (SWMEA) related to the Cocalico Community Church – 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).

PAST MEETING MINUTES APPROVAL:

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, to approve the Thursday, May 21, 2020 Board of Supervisors meeting minutes. Chairman Fry asked if there were any comments or questions; there were none, motion carried (3/0).

DEPARTMENT REPORTS:

POLICE DEPARTMENT REPORT: Chief Keppley discussed the George Floyd incident within the Country as a whole. The East Cocalico Township Police Department takes training yearly and reviews all policies taking them seriously. The policies are being reviews and bringing them current as needed. Chief Keppley discussed. Questions were asked which were answered. Chief Keppley talked about all of the nice food donations to the Police Department. The graduating class celebration was also discussed. More information can be found on the East Cocalico Township Facebook page.

ZONING OFFICERS REPORT: Mr. Luongo highlighted; discussed a complaint from a resident on Faust Lane concerning the roadway and the vegetation growth within the seam of the road. Suggested to have Faust Lane and Keeler Avenue on future Township list for repairs.

ROAD CREW REPORT: Mr. Luongo highlighted the Road Crew Report. Quotes were received for signs for the Supervisors review. Mr. Luongo highlighted and the following motion was made:

MOTION: Chairman Fry made a motion, seconded by Secretary Mitchell, approved the purchase of signs, posts and hardware at a not to exceed price of \$2,678.50. Chairman Fry asked if there were any other comments or questions; there were none, motion carried (3/0).

2020 ROAD PROJECTS: Ms. Pollick highlighted the road projects. After discussions, it was noted to postpone Project #2 (Rosehill) until next year.

TREASURER'S REPORT:

MOTION: Secretary Mitchell made a motion, seconded by Chairman Fry, to approve the list of bills dated June 2, 2020 for a total of \$185,227.21: General Fund \$183,983.46; Traffic Impact Fund \$1,243.75. Chairman Fry asked if there were any other comments or questions; there were none, motion carried (3/0).

OLD BUSINESS CONTINUED DISCUSSIONS:

MS4 DISCUSSION: Mr. McCrea highlighted noting that the letters were sent to the BMP owners.

MARTIN TEXT AMENDMENT – 51 COCALICO CREEK ROAD: Tabled.

PENNDOT - BREAK RETARDERS ON STATE ROADS (CHURCH ST. & N. READING RD.): Tabled.

ELECTRIC CHARGING STATION – UPDATE: Tabled.

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

RECREATION BOARD – FUNDRAISING CONSIDERATION: Tabled.

EMERGENCY SERVICES - NEW RADIO DISCUSSION/UPDATE: Ms. Pollick highlighted an equipment proposal received from B. Moyer Radio Communications, dated 06/03/2020. Clarity and dependability of the phones is a must. Discussions were held. The Township wants to keep up with the strategic planning – which includes the Fire Companies having an equipment end-of-life list. Discussions continued.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mitchell, to approve the radio equipment proposal submitted by B. Moyer Radio Communications for (12) VP6-330-GRF2-Model 2 radios with accompanying hardware and software at a cost of \$34,038.00. Chairman Fry asked if there were any other comments or questions; there were none, motion carried (3/0).

NEW BUSINESS FOR DISCUSSION:

OPENING OF TOWNSHIP MUNICIPAL BUILDING – DISCUSSION: Discussions were held, noting to follow the CDC guidelines. The physical space is not available in the Township Chambers area and Vice Chairman Carrasco suggested to hold the next Supervisors meeting (rotating all Fire Companies once a month) at the Reamstown Fire Company, then Smokestown Fire Company, then Stevens Fire Company. Meeting location will be posted on the Township website. This gives more space allowing the flexibility for residents to attend public meetings. Discussed that YouTube live will be available, and e-mailing questions/comments to the Township will be available. The conference call-in would not be available.

POOL DISCUSSION – OPERATING CRITERIA: Discussions were held to open the Reamstown Pool for the season on Saturday, June 13th conditioned on CDC guidelines. Chairman Fry distributed a COVID-19 waiver. After discussions, it was noted to place the waiver on the Township website. Chairman Fry highlighted a new proposed feature – Lap Swims: open from 10am to 12 noon Monday-Friday, for \$65.00 per person, on a first come first serve basis. Discussions continued. The Supervisors were in agreement start the Lap Swim season pass. Also discussed was the swim team events and if they should be held, lengthy discussions.

MANAGERS REPORT: Ms. Pollick noted that a daily report is sent to the Supervisors.

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

ANNOUNCEMENT: The next Board of Supervisors Meeting location to be held at the Reamstown Fire Co. • It was noted that eight viewers were logged into YouTube Live for this meeting.

ADJOURN: The Supervisors adjourned the meeting and went into Executive Session.

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 9:27 p.m. and went into Executive Session at 9:30 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 Supervisors Meeting 06-04-2020, [Part 1 of 3](#)
East Cocalico Township Board of Supervisors Meeting 06-04-2020, [Part 2 of 3](#)
East Cocalico Township Board of Supervisors Meeting 06-04-2020, [Part 3 of 3](#)