

# DRAFT

## BOARD OF SUPERVISORS MEETING THURSDAY, JUNE 17, 2021

The advertised meeting of the East Cocalico Township Board of Supervisors Meeting was called to order on Thursday, June 17, 2021 at 7:00 p.m., held in-person 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, and Secretary Jeffrey W. Mitchell

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

**Land Planning:** Casey Kerschner

**Visitors in** Alan R. Fry, Lorenzo Bonura, Brian Wise, Larry Alexander of Ephrata Review, Donald Miller,

**Attendance:** Lorraine Kulp, Denise Kulp, Cheryl Forsyth, Ronald Forsyth, June Kinback, Kerry Haas, Doug Mackley, Suzie Mackley, Veronica Dube, Monica Craig-Fry, Teri Maxwell, Donny Stover

**Visitors via Zoom\*** Lisa, Teri Maxwell, Zoom User, Finance, Don

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

**CALL TO ORDER, PLEDGE OF ALLEGIANCE:** Chairman Carrasco asked everyone in attendance to pledge allegiance to the Flag. • This meeting was duly advertised in accordance with the second-class Township code in the Lancaster newspaper on December 23, 2020.

**EXECUTIVE SESSIONS HELD:** Chairman Carrasco noted that there were no Executive Sessions held since the last Board of Supervisors Meeting held on June 3, 2021.

**PAST MEETING MINUTES APPROVAL:** The June 3, 2021, Board of Supervisors for approval.

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the Thursday, June 3, 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. Kerschner highlighted the following plans.

**PEPPERIDGE FARM - PEDESTRIAN SAFETY IMPROVEMENTS PROJECT:** Veronica Dube of Fuehrer Associates was present for this plan. Mr. Kerschner highlighted the plan. Ms. Dube displayed a plan and discussions were held. The following motion was made.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to conditionally approve the Pepperidge Farm - Pedestrian Safety Improvements Project to proceed under the requirements of a small project application, conditioned upon the applicant and the applicant's consultant executing the small project application to the satisfaction of the Township and Township Engineer. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**WABASH LANDING PHASE 2 - TRAFFIC CONTROL SIGN INSTALLATION AT FAUST LANE:** Discussions were held and the following motion was made.

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize the Township Roadmaster to purchase two (2) "Do Not Block Intersection" signs and install one (1) sign on West Church Street at the intersection of Faust Lane, to bill the developer Sunview Partners for the cost and labor associated with the install of two and the purchase of an additional sign for inventory, and with the understanding that Township will maintain the sign in the future. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

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### ACTION ITEMS:

(CONTINUED)

**RESIGNATION/RECOGNITION:** Chairman Carrasco read a letter of resignation from Tony Luongo. With sincere regrets, the following motion was made.

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to accept with regret the resignation of the Zoning and Code Enforcement Officer Tony Luongo effective Thursday, June 24, 2021. Chairman Carrasco asked if there were any comments or questions. Comments and questions were received which were answered. There being no other comments or questions, motion carried (3/0).

**REQUEST FOR PROPOSAL (RFP) - MUNICIPAL SOLICITOR FOR LEGAL SERVICES:** Mr. Hession highlighted. Discussion continued, comments and questions were asked which were answered.

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to authorize the Township Manager to forward the East Cocalico Township Request for Proposal (RFP) for a Municipal Solicitor for the purpose of engaging a law firm or individual as Municipal Solicitor for East Cocalico Township. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**C.M. HIGH - TRAFFIC SIGNAL REPAIRS ESTIMATE:** Mr. Hession highlighted. Discussions continued, comments and questions were asked which were answered.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to contract with C.M. High, Inc. to make the required repairs to the traffic signals at Rt. 272 and Garden Spot Road, Kurtz Road, Church Street, Wabash Road, and Rt. 897, and the traffic signal at Colonel Howard Boulevard and Rt. 222 NB for a total cost of \$7,108.31, as per the repair estimates submitted by C.M. High, Inc., and received by the Township on June 7, 2021. Chairman Carrasco asked if there were any comments or questions. There were some comments and questions received, which were answered. Chairman Carrasco asked if there were any additional comments or questions; there were none, motion carried (3/0).

**RECREATION - BASKETBALL COURT LIGHTING AT THE REAMSTOWN PARK:** Mr. Hession highlighted. Mr. McAlanis discussed in further detail. Discussions continued, comments and questions were asked which were answered.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Secretary Mitchell, to contract with Tyler Fichthorn Electric, Inc. to install a 24-hour timer and to adjust four (4) of the lights at the basketball court by the Reamstown Pool at a cost of \$950.00. Chairman Carrasco asked if there were any comments or questions. There were some comments and questions asked which were answered. There being no other comments or questions, motion carried (3/0).

**BILL PAYMENTS/INVOICES - RECEIVED JUNE 16TH THRU JULY 1ST:** Mr. Hession highlighted.

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to authorize the payment of bills and invoices received from June 16, 2021 through July 1, 2021, following the review and approval of the Secretary Treasurer and the Assistant Treasurer. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

**RESOLUTION 2021-06, UNIVEST BANK & TRUST CO. AUTHORIZATION:** Mr. Hession highlighted.

**MOTION:** Chairman Carrasco made a motion, seconded by Secretary Mitchell, to adopt Resolution 2021-06, a Univest Bank & Trust Co., authorization in naming the current East Cocalico Township Board of Supervisors to act as the authorized agents and signers on all money market accounts. Chairman Carrasco asked if there were any comments or questions; there were none, motion carried (3/0).

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### DEPARTMENT REPORTS:

**POLICE DEPARTMENT REPORT:** Chief Keppley highlighted the Police Department report, (1) the Police Department is up to full staff, (2) National Night Out to be held on August 3rd was discussed and the Chief thanked all businesses for their donations, and (3) the speed detail was highlighted. Some comments and questions were asked, which were answered.

**FINANCIAL ADMINISTRATOR REPORT:** Ms. Lumis presented balance sheets for each of the bills presented. Discussion continued. Budget percentages were highlighted. Comments and questions were received which were answered.

**ZONING OFFICER REPORT:** Mr. Hession highlighted the May 2021 Zoning Officer report.

**ROAD DEPARTMENT REPORT:** Mr. Hession noted that the Roadmaster is on vacation.

**MS4 STORMWATER REPORT:** Mr. McCrea highlighted his report. Discussion continued. Comments and questions were received which were answered.

### TREASURER'S REPORT:

**LIST OF BILLS - AUTHORIZE LIST OF BILLS FOR PAYMENT:** Secretary Mitchell highlighted. Comments and questions were asked, which were answered. Lengthy discussions continued. The following motions were made:

**MOTION:** Secretary Mitchell made a motion, seconded by Vice Chairman Ebersole, to approve the 06/15/2021 check payment "General Fund" list of bills in the amount of \$193,173.76, and the 06/15/2021 check payment "Light Fund" list of bills in the amount of \$13,053.55, for a total of \$206,227.31. 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 the 06/08/2021 electronic payroll account dated May 23, 2021 to June 5, 2021 in the amount of \$191,957.49. Chairman Carrasco asked if there were any comments or questions; there were some questions asked which were answered. There were no other questions, motion carried (3/0).

### OLD BUSINESS CONTINUED DISCUSSIONS:

**FIRE & EMERGENCY SERVICE INSTITUTE - PROPOSAL (JEROME OZOG):** Tabled. Questions and comments were asked, which were answered.

**NORTH REAMSTOWN ROAD & COLONEL HOWARD BOULEVARD - STREET LIGHTING:** Mr. Hession highlighted noting this project is scheduled for approximately two months out.

**NEW BUSINESS / INFORMATIONAL:** Mr. McAlanis gave an update on the playground equipment installation at Stoney Pointe Park.

**MANAGERS REPORT:** Mike Hession highlighted his report, and the following motion was made in reference to a proposal received for Zoning and Code Enforcement services.

**MOTION:** Vice Chairman Ebersole made a motion, seconded by Chairman Carrasco, to hire ABI, LLC from Ephrata as a third-party Zoning/Code Enforcement effective June 21<sup>st</sup> per their proposal. Chairman Carrasco asked if there were any comments or questions. There were some comments and questions which were answered. No other comments were received. Motion carried (3/0).

Mr. Hession discussed the Lancaster County Transportation Implementation and Engagement Subcommittee (TIES) and their request for services seeking volunteers of potential members to provide support for recurring activities such as the development or update of the Metropolitan Transportation plan (MPO), the biennial development and adoption of the Transportation Improvement Program (TIP), and the selection of projects through the places2040.

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**PUBLIC COMMENT (NON-AGENDA ITEMS):** Questions and comments were asked. Lengthy discussions, comments, and questions continued, which were answered. Mr. Stover thanked the Board for the contribution checks and announced a fundraising event and training session to take place next Saturday, June 26th.

**ANNOUNCEMENT:** The next Board of Supervisors Meeting is scheduled for Thursday, July 15, 2021 at 7:00 p.m. held in-person at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, and held via "live" Zoom.

The Board of Supervisors recessed the regular meeting at 9:45 p.m. to go into Executive Session for personnel issues. Executive Session ended approximately 15-20 minutes later. The Board return to full session. Mr. Hession noted that discussions were held in regard to the final payment of accrued vacation, sick, and personnel time for the Zoning Officer. The following motion was made.

**MOTION:** Chairman Carrasco made a motion, seconded by Vice Chairman Ebersole, to pay Tony Luongo his total amount of accrued personal, sick, and vacation thru his regular working day of June 24, 2021. Chairman Carrasco asked if there were any comments or questions, there were none. Motion carried (3/0).

### **ADJOURN:**

**MOTION:** There being no further business to come before the Board, Vice Chairman Ebersole made a motion seconded by Secretary Mitchell to adjourn the meeting at 10:00 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:**  
**[JUNE 17, 2021 BOARD OF SUPERVISORS MEETING VIDEO](#)**