

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING

AGENDA

HELD AT THE EAST COCALICO TOWNSHIP MUNICIPAL BUILDING
100 HILL ROAD, DENVER, PA 17517

MONDAY, JANUARY 7, 2019 at 7:30 P.M.

1. **CALL TO ORDER AND THE PLEDGE OF ALLEGIANCE**

2. **ORGANIZATION**
 - a) ELECTIONS
 - b) APPOINTMENTS
 - c) OTHER ANNUAL MOTIONS

3. **DEPARTMENT REPORTS**
 - a) POLICE DEPARTMENT REPORT
 - b) ZONING OFFICERS REPORT

4. **ACTION ITEMS**
 - a) **RESOLUTION 2019-01:** AUTHORIZING THE APPOINTMENT OF A CERTIFIED PUBLIC ACCOUNTANT TO AUDIT THE BOOKS OF EAST COCALICO TOWNSHIP FOR THE FISCAL YEAR 2018
 - b) **RESOLUTION 2019-02:** ESTABLISHING A FEE SCHEDULE IN ACCORDANCE WITH THE REQUIREMENTS OF THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE
 - c) **RESOLUTION 2019-03:** SEWAGE ENFORCEMENT OFFICER CHANGES
 - d) **MILEAGE REIMBURSEMENT RATE SET AT THE IRS RATE OF 58 CENTS PER MILE**
 - e) 2019 HAULER'S LICENSE AGREEMENTS FOR CONSIDERATION

5. OLD BUSINESS CONTINUED DISCUSSIONS

a)

6. NEW BUSINESS FOR DISCUSSION

a)

7. MANAGERS REPORT

a) **PSATS: ATTENDANCE/REGISTRATION**

b) **WOODY WASTE SITE: GATE SYSTEM TO GO LIVE ON MARCH 4TH**

8. PUBLIC COMMENT

a) PUBLIC COMMENT FOR NON-AGENDA ITEMS ONLY

b) SIGN IN BEFORE MAKING PUBLIC COMMENT

c) STATE NAME AND STREET ADDRESS IN EAST COCALICO TWP.

9. ANNOUNCEMENTS:

a) COCALICO LEADERS MEETING AT ADAMSTOWN BOROUGH ON TUESDAY, JANUARY 22, 2019 AT 7PM

b) NEXT BOARD OF SUPERVISORS MEETING: THURS., JAN. 24, 2019 AT 7PM.

10. ADJORNMENT

BOARD OF SUPERVISORS MEETING MONDAY, JANUARY 7, 2019

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Monday, January 7, 2019 at 7:30 p.m., held at the East Cocalico Township Municipal Building, 100 Hill Road, Denver, PA 17517.

ATTENDANCE:

Supervisors: Chairman Alan R. Fry, Vice Chairman Romao “RC” Carrasco, Secretary Douglas B. Mackley

Employees: Township Manager H. Scott Russell, Police Chief Keppley, Zoning Officer Tony Luongo, and Recording Secretary Lisa A. Kashner

Reporters: Alice Hummer of the Ephrata Review

Visitors:* Ken McCrea

*Only visitors who signed in are listed.

Alan R. Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • A video recording of this meeting will be placed on YouTube. • Tonight’s meeting was publicly advertised in the Ephrata Review on December 26, 2018. The auditors meeting was publicly advertised in the Ephrata Review on November 21, 2018.

ORGANIZATION: Each motion was read separately for the purpose of recognizing each individual. Alan R. Fry turned the meeting over to Douglas B. Mackley.

ELECTIONS:

MOTION: Douglas B. Mackley made a motion, seconded by Romao “RC” Carrasco, to elect Alan R. Fry as Chairman of the East Cocalico Township Board of Supervisors. Douglas B. Mackley asked if there were any questions. There were none. Motion carried. (2/0)

Douglas B. Mackley turned the meeting over to Chairman Fry.

MOTION: Douglas B. Mackley made a motion, seconded by Chairman Fry, to elect Romao “RC” Carrasco as Vice Chairman of the East Cocalico Township Board of Supervisors. Chairman Fry asked if there were any questions. There were none. Motion carried. (2/0)

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to elect Douglas B. Mackley as Secretary/Treasurer of the East Cocalico Township Board of Supervisors. Chairman Fry asked if there were any questions. There were none. Motion carried. (2/0)

APPOINTMENTS:

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to appoint Alan R. Fry as Assistant Treasurer. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Vice Chairman Carrasco as Chief Administrative Officer for Police and Non-uniform Pension Plans and Secretary Mackley as Alternate Chief Administrative Officer for Police and Non-uniform Pension Plans. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint H. Scott Russell as Township Manager, Assistant Secretary, Open Records Officer, Township Engineer, and the PSATS Voting Delegate. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to appoint G. Sidni Schlegel and Robert Zimmerman as Planning Commission Board Members for a term that expires December 31, 2021. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING
MONDAY, JANUARY 7, 2019**

APPOINTMENTS: (CONTINUED)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Richard A. Shober as Authority Board Member with the East Cocalico Township Water & Sewer Authority for a term expiring December 31, 2023. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint E. Richard Young, Esq. as Zoning Hearing Board Solicitor and Anthony Schimaneck, Esq. as the Zoning Hearing Board Solicitor Alternate. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to appoint Jeffrey Mitchell as Zoning Hearing Board Member for a term that expires December 31, 2021. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Matthew J. Crème, Jr., Esquire, as Transportation Impact Fee Special Solicitor. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to appoint H. Scott Russell Transportation Impact Fee Advisor. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint M. Suzanne Mackley as transportation Impact Fee Member. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Goodman & Kenneff, consisting of Thomas L. Goodman, Esquire, and Joseph J. Kenneff, Esquire, as East Cocalico Township Solicitors. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint Eckert, Seamans, Cherin & Mellott, LLC, consisting of Michael McAuliffe Miller, Esquire, as the Labor Solicitor. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint Anthony C. Luongo as Zoning, Code Enforcement Officer, and Stormwater Enforcement Officer; and Becker Engineering, LLC, consisting of Brent E. Lied, P.E., as the Alternate Zoning, Code Enforcement Officer, and Stormwater Enforcement Officer. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to appoint Becker Engineering, LLC, consisting of Brent E. Lied, P.E., as Land Planning Engineer, and Alternate Lead Transportation Impact Fee Consultant. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint Rettew Associates as the Transportation Engineer, Transportation Impact Fee Consultant, and Alternate Land Planning Engineer. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint PA Certified Inspectors, consisting of Ralph R. Cross, as the East Cocalico Township Building Inspector, UCC Building Official, and Code Administrator (BOCA). Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to appoint Ephrata National Bank as the Depositories for Township funds. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING
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APPOINTMENTS: (CONTINUED)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint Harvey Achey as the Fire Official and Scott Achey as Emergency Management Coordinator. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint Dale L. High as Sewage Enforcement Officer and Robert S. Carpenter as Alternate Sewage Enforcement Officer. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to appoint Alan R. Fry as part-time Equipment Operator and part-time Recreation Director. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Lisa A. Kashner as Recording Secretary. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to appoint Christopher D. Flory as Road Master. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to appoint Douglas B. Mackley as ECT Intermunicipal Group (IMG) Representative and H. Scott Russell as IMG Alternate. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint Daniel J. Becker as ECTA's Intermunicipal Group (IMG) Representative, and Terry W. Reber as the alternate ECTA IMG Representative for a term expiring December 31, 2019. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to appoint Mike Hession as Lancaster County Tax Collection Bureau (LCTCB) municipal representative, and Carolyn Hildebrand as alternate, for the municipalities in the Cocalico School District on the LCTCB for 2019. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint Vice Chairman Carrasco and Warren Peters as Lancaster County Housing and Redevelopment Authorities – Regional Advisory Council/Steering Committee as the Township Representatives. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint Lisa A. Kashner as Recycling Coordinator and Vice Chairman Carrasco as Assistant Recycling Coordinator. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to appoint Alan R. Fry as Pennsylvania's State Association of Township Supervisors (PSATS) Alternate Voting Delegate. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to appoint the Zoe's House Rescue as the Dog Depository. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to appoint Barry Weaver as Vacancy Board Member. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to appoint Darrick Keppley as the Township Police Chief for the year 2019. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

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DEPARTMENT REPORTS:

POLICE DEPARTMENT REPORT: Chief Keppley stated that a full Police Report will be at the next Supervisors Meeting. Chief Keppley noted that the School Resource Officer is busy.

ZONING OFFICERS REPORT: Mr. Luongo stated that a fully Zoning Officers Report will be at the next Supervisors Meeting. Mr. Luongo noted that UGI will be utilizing their building soon.

ACTION ITEMS:

RESOLUTION 2019-01: AUTHORIZING THE APPOINTMENT OF A CERTIFIED PUBLIC ACCOUNTANT TO AUDIT THE BOOKS OF EAST COCALICO TOWNSHIP FOR THE FISCAL YEAR 2018.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to adopt Resolution 2019-01 authorizing the appointment of a Certified Public Accountant to audit the books of East Cocalico Township for the fiscal year 2018. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

RESOLUTION 2019-02: ESTABLISHING A FEE SCHEDULE IN ACCORDANCE WITH THE REQUIREMENTS OF THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to adopt Resolution 2019-02 establishing a fee schedule in accordance with the requirements of the Pennsylvania municipalities planning code. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

RESOLUTION 2019-03: SEWAGE ENFORCEMENT OFFICER CHANGES.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to set the fees for the issuance of sewage permits. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

MILEAGE REIMBURSEMENT RATE: TO SET AT THE IRS RATE OF 58 CENTS PER MILE.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve the 2019 mileage reimbursement rate at the IRS rate of 58 cents per mile. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

2019 HAULER'S LICENSE AGREEMENTS FOR CONSIDERATION:

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to approve the 2019 Haulers Agreements for Waste Industries, Waste Management, and Goods Disposal Service. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

OLD BUSINESS CONTINUED DISCUSSIONS: Nothing to report.

NEW BUSINESS FOR DISCUSSION: Nothing to report.

MANAGERS REPORT:

- a) PSATS: Mr. Russell noted the PSATS attendance/registration is now open.
- b) Woody Waste Site: Mr. Russell suggested going live with the gate system on March 4, 2019. A draft newsletter will be distributed this week for review, and will show on page 1 pictures of the site and costs. A sign will also be posted in front of the gate system.
- c) Graybill/Zimmerman: The zoning hearing is scheduled for the February 21, 2019 Supervisors Meeting.
- d) Newsletter: The draft newsletter is expected to be distributed this week for review and hope to send to the printer the following week.

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Chairman Fry responded to Mr. Mitchell's question at a previous meeting concerning roadway salt; that six loads of salt is the same price as the previous year - Costar price of \$57.50/ton.

PUBLIC COMMENT (NON-AGENDA ITEMS): Nothing to report.

ANNOUNCEMENT:

- a) Cocalico Leaders Meeting will be held at Adamstown Borough, January 22, 2019 at 7pm.
- b) The next East Cocalico Township Board of Supervisors Meeting will be held at 7pm on Thursday, January 24th.

Chairman Fry publicly thanked Vice Chairman Carrasco and Secretary Mackley for all of their hard work last year.

ADJOURN:

MOTION: There being no further business to come before the Board, Secretary Mackley made a motion seconded by Vice Chairman Carrasco to adjourn the meeting at 7:55 p.m. Chairman Fry asked if there were any questions. There were none. Motion carried. (3/0)

Respectfully submitted,

Douglas B. Mackley
Board of Supervisor Secretary

VIEW THIS MEETING IN ITS ENTIRETY BY VISITING YOUTUBE.
PLEASE CLICK THE LINK BELOW.

[East Cocalico Township Board of Supervisors Meeting 01-07-2019](#)