

# **EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA**

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

**THURSDAY, APRIL 4, 2019 AT 9:00 A.M.**

- 1. CALL TO ORDER AND THE PLEDGE OF ALLEGIANCE**
- 2. PAST MEETING MINUTES APPROVAL:**
  - a) THURSDAY, MARCH 21, 2019 BOARD OF SUPERVISOR MINUTES
- 3. DEPARTMENT REPORTS**
  - a) POLICE DEPARTMENT REPORT
  - b) ZONING OFFICER
- 4. TREASURERS REPORT**
  - a) AUTHORIZE LIST OF BILLS
- 5. ACTION ITEMS**
  - a) LAND PLANNING ENGINEER:
    - MEMBERS 1<sup>ST</sup> – TIME EXTENSION
    - MT. ZION – TIME EXTENSION
  - b) SEND THE SPRING 2019 NEWSLETTER TO THE PRINTER *(TO BE IN RESIDENTS HANDS NO LATER THAN MAY 1<sup>ST</sup> IT MUST BE SENT TO PRINTER BY MONDAY, APRIL 8<sup>TH</sup>)*
  - c) TRANSFER NON-UNIFORM EMPLOYEE PENSION PLAN TO TD AMERITRADE
  - d) ADVERTISE ORDINANCE 2019-03: POLICE PENSION AMENDMENT
  - e) ADVERTISE FOR VEHICLES AND EQUIPMENT TO BE PLACED ON MUNICIBID

- f) ADVERTISE HEARING FOR DIGITAL SIGN ZONING TEXT AMENDMENT
- g) 2019 ROAD PAVING BIDS RECEIVED
- h) CONSIDERATION TO APPROVE THE CUBMOBILE RACE: SAT., JULY 20<sup>TH</sup>
- i) SCOPE AND FEE FOR SURVEYING STONEY POINTE PARK

**6. OLD BUSINESS CONTINUED DISCUSSIONS**

- a) MS4 CONTINUED DISCUSSION
- b) FIRE AND EMS (STANDING DISCUSSION)
- c) CIVIC PLUS TOWNSHIP WEBSITE (UPDATE)
- d) WOODY WASTE GATE (UPDATE)

**7. NEW BUSINESS FOR DISCUSSION**

- a) 2019 AUDIT

**8. MANAGERS REPORT**

**9. 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.

**10. ANNOUNCEMENTS:**

- a) THE APRIL 18<sup>TH</sup> BOARD OF SUPERVISORS MEETING IS CANCELLED FOR THE GOOD FRIDAY AND EASTER HOLIDAY. THE NEXT MEETING WILL BE HELD MAY 2, 2019 AT 7PM.

**11. ADJORNMENT**

**BOARD OF SUPERVISORS MEETING  
THURSDAY, APRIL 4, 2019**

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, April 4, 2019 at 9:00 a.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, and Secretary Douglas B. Mackley

**Employees:** Township Manager H. Scott Russell, Officer Kreisher, Jr.; Zoning Officer, Tony Luongo, MS4 Technician Ken McCrea, Financial Administrator Elizabeth Dorneman, and Recording Secretary Lisa A. Kashner

**Reporters:** Alice Hummer of the Ephrata Review

**Visitors:\*** Chad Weaver, Harvey Achey, Monica Craig-Fry, Chanse Firestone, and Thomas Smith

\*Only visitors who signed in are listed.

Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • A video recording of this meeting will be placed on YouTube.

**APPROVAL OF PAST MINUTES:**

**MOTION:** Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve the Thursday, March 21, 2019 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:** Nothing to report.

**ZONING OFFICERS REPORT:** Nothing to report.

**TREASURER’S REPORT:** Chairman Fry noted that the list of bills is over a month of bills.

**MOTION:** Secretary Mackley made a motion, seconded by Chairman Fry, to approve the April 4, 2019 list of bills: General Fund \$134,390.63; State Fund \$5,721.53. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**ACTION ITEMS:**

**LAND PLANNING ENGINEER:** Mr. Russell highlighted the projects and read the motions.

**MEMBERS 1<sup>ST</sup> – PRELIMINARY/FINAL SUBDIVISION AND LAND DEVELOPMENT PLAN (04-21-2019):** No one was present for this plan. The following motion was presented.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to accept the written time extension offer as submitted by the applicant’s consultant dated April 3, 2019, which will extend the deadline for action on the Members 1<sup>ST</sup> – Preliminary/Final Subdivision and Land Development Plan until May 3, 2019. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**MT. ZION BAPTIST CHURCH – FINAL LAND DEVELOPMENT PLAN (04-25-2019).** No one was present for this plan. The following motions were presented.

**MOTION:** Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to accept the written 90-day time extension offer as submitted by the applicant’s consultant dated March 29, 2019, which will extend the deadline for action on the Mt. Zion Baptist Church – Final Land Development Plan until June 24, 2019. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING  
THURSDAY, APRIL 4, 2019**

**ACTION ITEMS: (CONTINUED)**

**SEND THE SPRING 2019 NEWSLETTER TO THE PRINTER:** Mr. Russell noted the draft newsletter is prepared for everyone's review and edits, and ready for the printer by May 8<sup>th</sup>.

**MOTION:** Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to send the draft newsletter to the printer after edits are complete. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**TRANSFER NON-UNIFORM EMPLOYEE PENSION PLAN TO TD AMERITRADE:** Mr. Russell stated that this is a continuation of the non-uniform. Discussions continued.

**MOTION:** Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to terminate the non-uniform plan with Principal Financial Group as of 4-4-2019 and transfer the assets as of 4-30-2019 to TD Ameritrade Trust Company. 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 Mackley, to adopt the non-uniform pension agreement with TD Ameritrade Trust Company as of 4-4-2019. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**ADVERTISE ORDINANCE 2019-03: POLICE PENSION AMENDMENT:** Mr. Russell highlighted.

**MOTION:** Secretary Mackley made a motion, seconded by Chairman Fry, to advertise Ordinance 2019-03 Police Pension Amendment. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**ADVERTISE FOR VEHICLES AND EQUIPMENT TO BE PLACED ON MUNICIBID:** Mr. Russell highlighted.

**MOTION:** Chairman Fry made a motion, seconded by Secretary Mackley, to advertise for the vehicles and equipment as previously discussed to be placed on Municibid and newspaper. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**ADVERTISE HEARING FOR DIGITAL SIGN ZONING TEXT AMENDMENT:** Mr. Russell highlighted.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to advertise the hearing for the digital sign zoning text amendment for the May 3, 2019 Board of Supervisors Meeting. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**2019 ROAD PAVING BIDS RECEIVED:** Mr. Russell highlighted, noting that cape-seal will be done.

**MOTION:** Chairman Fry made a motion, seconded by Secretary Mackley, to approve the lowest qualified bidders for the 2019 Road Paving Bids in the amount of \$289,771.75 to New Enterprise Stone and Lime Company for item numbers 1, 2, and 4; and in the amount of \$46,142.66 to Martin Paving Incorporated for item number 3 and authorize the Board of Supervisors to sign the contracts when properly prepared and presented to the Township in a form acceptable to the Township staff. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**CONSIDERATION TO APPROVE THE CUBMOBILE RACE – SAT., JULY 20, 2019:** Mr. Russell highlighted.

**MOTION:** Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve the Cubmobile Race for Saturday, July 20<sup>th</sup>. Chairman Fry recused himself. There was no comments or questions. Motion carried. (2/0)

**SCOPE AND FEE FOR SURVEYING STONEY POINTE PARK:** Mr. Russell highlighted, noting that this was for a topographic survey for Stoney Pointe Park which is needed for the community build project; that it would be best to have the survey complete before design day is May 6<sup>th</sup>.

**MOTION:** Chairman Fry made a motion, seconded by Secretary Mackley, to approve the Hershey Surveying, Inc. scope and fee for topographic survey of Stoney Pointe Park for a lump sum fee of \$3,700.00. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING  
THURSDAY, APRIL 4, 2019**

**ACTION ITEMS:**      *(CONTINUED)*

Mr. Russell continued to highlight Stoney Pointe Park. Chairman Fry read a letter received from a resident inquired about stripping the tennis court at Reamstown Park for the sport “Pickle Ball”.

**OLD BUSINESS CONTINUED DISCUSSIONS:**

**MS4 CONTINUED DISCUSSION:** Mr. Russell and Mr. McCrea held lengthy discussions concerning the Lancaster Clean Water Partners Watershed Action Team and the mapping data relevant to planning efforts of restoration. Mr. McCrea is working on the required inspections of the area basins and stormwater facilities within the “urbanized area” as outlined per the NPDES regulations.

**FIRE AND EMS (STANDING DISCUSSION):** Mr. Russell noted that a productive meeting was held the other week with the Fire Chief. Mr. Russell and Chad Weaver updated the Supervisors. Discussions of the grant process and a future meeting with the grant writing is upcoming. It was noted that Municipality cost coverage of the grant writing is available. Lengthy discussions continued.

**CIVIC PLUS TOWNSHIP WEBSITE (UPDATE):** Mr. Russell noted the new Township website is being worked on. They will send the Township a link within the next couple of weeks to view the migration process and training. It’s projected that a couple of weeks after this, the website could be live.

**WOODY WASTE GATE (UPDATE):** Mr. Russell explained the issue with the Woody Waste Access Cards; the vendor supplied the access cards using the wrong facility code. New replacement cards are ordered with hopes to receive them soon. New cards will be verified that they work the gate first before distributing the new ones.

**NEW BUSINESS FOR DISCUSSION:**

**2019 AUDIT:** Mr. Russell discussed. The 2019 audit table summary in reference to the revenue deficit.

**MOTION:** Secretary Mackley made a motion, seconded by Chairman Fry, to accept the 2019 audit and place the audit on the Township website with summary. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**MANAGERS REPORT:** Mr. Russell read through the remainder of his report highlighting the Lexon verbal settlement, CM High to pick up the three traffic signal boxes in the Conference Room, Street Sweeping starts April 9<sup>th</sup>, Denver Road Bridge warranty, and PSATS is the week of April 15<sup>th</sup>.

**PUBLIC COMMENT (NON-AGENDA ITEMS):** Mr. Tom Smith discussed the smoke that comes from a neighboring house on Cocalico Creek Road and the possibility of a conflict of interest. Mr. Luongo discussed the outdoor wood burning furnace to the Supervisors.

**ANNOUNCEMENT:** The April 18<sup>th</sup> Board of Supervisors Meeting is cancelled for the Good Friday and Easter Holiday. The next meeting will be held May 2, 2019 at 7pm. Last Thursday, March 28<sup>th</sup> an Executive Session was held 2pm-3pm for contract issues; no decisions were made.

**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 10:19 a.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 Supervisor Meeting 04-04-2019 Part 1](#)  
[East Cocalico Township Board of Supervisor Meeting 04-04-2019 Part 2](#)