

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING

AGENDA

HELD AT THE REAMSTOWN FIRE CO., REAMSTOWN, PA 17567

THURSDAY, JUNE 7, 2018 at 7:30 P.M.

- 1. CALL TO ORDER AND THE PLEDGE OF ALLEGIANCE**
- 2. PAST MEETING MINUTES APPROVAL: THURS., MAY 17, 2018**
- 3. DEPARTMENT REPORTS**
 - a) POLICE DEPARTMENT REPORT
 - b) ZONING OFFICERS REPORT
 - c) HIGHWAY DEPARTMENT REPORT
- 4. TREASURERS REPORT**
 - a) AUTHORIZE LIST OF BILLS
- 5. ACTION ITEMS**
 - a) LAND PLANNING ENGINEER:
 - 1354 PEIFFER HILL ROAD: WEAVER ANNEXATION
 - GARDEN SPOT FRAME & ALIGNMENT: HOP AUTHORIZATION AND WAIVER MODIFICATION
 - JASON HOLLINGER SWM PLAN: CONDITIONAL APPROVAL
 - b) INFOSHARE COMPREHENSIVE SOFTWARE SOLUTIONS (CSI) RECORDS MANAGEMENT SYSTEM (5 YEAR PRICING)
 - c) SIGN FOR RT. 272 AND HILL ROAD: DESIGN PROOF
 - d) ACKNOWLEDGE MUNICIBID HIGH BID RESULTS:
 - 2010 FORD CROWN VIC BID OF \$1,055.00
 - 2013 FORD TAURUS BID OF \$2,767.00
 - e) ADVERTISE ORDINANCE 2018-02 FOR TRUCK RESTRICTION SIGNS
 - f) C.M. HIGH 2018-2019 PREVENTATIVE MAINTENANCE AGREEMENT
 - g) PENNDOT ¼" STONE PILOT PAVING PROGRAM (HICKORY LANE)

6. OLD BUSINESS CONTINUED DISCUSSIONS

- a) STRATEGIC BUDGET FORECASTING UPDATE
- b) 2018 BUDGET ITEMS DISCUSSION (STANDING ITEM)
- c) VIDEO MEETINGS
- d) LERTA PLANS/POLICIES/PROCEDURES
- e) POLICE PENSION STATUS
- f) FOCUS GROUP MEETINGS WITH LOCAL BUSINESS OWNERS
- g) GATING WOODY WASTE AREA TO PREVENT ILLEGAL DUMPING
- h) TRAFFIC AND SAFETY @ INTERSECTION OF NORTH MUDDY CREEK RD & RT. 272
- i) WORKING GROUP FOR STRATEGY RELATED TO FIRE AND EMS SERVICES
- j) FOUR-WAY STOP SIGN (QUAIL HOLLOW- EGRET & SANDERLING)
- k) BEAUTIFICATION STRATEGY FOR ECT
 - 1. POLICE DEPARTMENT SIGNAGE (RT. 272 & HILL ROAD)
 - 2. OVERALL TOWNSHIP BRANDING
 - *“Community First”-Police and Road Crew*
 - *“East Cocalico Township, Gateway to Lancaster County”-All*

7. NEW BUSINESS FOR DISCUSSION

- a) CONSIDERATION TO ADVERTISE 2017 AUDIT NOTICE TABLE AND POST AUDIT ON WEBSITE
- b) REAMSTOWN PARK MS4 PRP PROJECT GRANT FUNDING
- c) SPECIAL POLICE FOR COCALICO SCHOOL DISTRICT (FOR 2018-2019)
- d) CHIP SEAL PATCHING
- e) BUDGET FOR STONEY POINTE PARK COMMUNITY BUILD
- f) MEETING MINUTES FORMAT DISCUSSION

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

11. ADJORNMENT

BOARD OF SUPERVISORS MEETING THURSDAY, JUNE 7, 2018

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thursday, June 7, 2018 at 7:30 p.m., held at the Reamstown Fire Company, 12 West Church Street, Reamstown PA 17567.

ATTENDANCE:

- Supervisors:** Chairman Alan R. Fry, Vice Chairman Romao "RC" Carrasco, and Secretary Douglas B. Mackley
- Employees:** Township Manager H. Scott Russell, Police Chief Keppley, Zoning Officer Tony Luongo, Road Master Chris Flory, and Recording Secretary Lisa A. Kashner
- Engineer:** Brent Lied, P.E.
- Reporters:** Alice Hummer of the Ephrata Review and Val Laxis of the Reading Eagle
- Visitors:*** Jill Cordan, Ken McCrea, Harvey Achey, Steve Brubaker, Don Groff, Jeff Mitchell, and Wesley Hoover
- *Only visitors who signed in are listed.

Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • Chairman Fry announced that a live video is being recorded of tonight's meeting to be placed on YOUTube. • Chairman Fry noted tonight's meeting was duly advertised to be held at the Reamstown Fire Co. and presented the proof of publication.

APPROVAL OF PAST MINUTES:

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve the Thurs., May 17, 2018 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 recommendation of promoting four Corporals within the four shifts sometime around mid-2018; this will give the promoted Corporal supervisory responsibilities per shift. The promoted individuals will help as retirees come about. Approximately ten people are available for promotion. Discussions held on the Corporal pay difference not budgeted for this year. Chief Keppley will get the extra costs to the Supervisors.

ZONING OFFICERS REPORT: The Zoning Officers report will be highlighted at the next Supervisors meeting. Mr. Luongo stated the Business Leaders Forum letters were prepared and given to the Supervisors for their review. It was noted that Weavers Market will host the Business Leaders Meeting in their banquet facilities sometime in August.

ROAD MASTER REPORT: Road Master Chris Flory highlighted the May 2018 Road Master Report: The highway mower is out and is currently half way through the township. • Repaired two drains with deterioration problems. • Formed and poured a wall to protect the pedestrian bridge in the park near the pool. • Leak repaired on the backhoe. • Weed eating near the guide rails where the mower cannot reach. • Hauled #8 washed stone in for the AMS Patch Truck to do its patching on our roads. Discussed renting a roller and to contact the HOA by sending them information before the project begins. • The freightliner is back with the repairs completed. • Brush pile chipped. • Completed drain work in front of Bollman's Distribution Center on Denver Road. • Maintenance of street signs performed. • Maintenance of the parks: Contacted an Arborist for quotes to take the Ash trees down located at Old Homestead Park, as well as clean out and scrub the woods area so it is highly visible from the road. Noted that the Spotted Lattern Fly has not been seen in East Cocalico Township.

TREASURER'S REPORT: AUTHORIZE LIST OF BILLS:

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve the June 7, 2018 list of bills as presented: General Fund \$99,273.12; Light Fund \$14,672.64. Chairman Fry asked if there were any comments or questions. Mr. Mitchell questioned the pool bills and Chairman Fry stated the freezer stopped working and the refrigerator was in need of repairs. Secretary Mackley also answered Mr. Mitchell's question from the last meeting concerning the Zoning Hearing Board (ZHB) Solicitor Young's bill at \$962.50 and stated it was for the date starting Dec. 13, 2017 through Feb. 25, 2018 for telephone calls and meetings. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

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ACTION ITEMS: LAND PLANNING ENGINEER:

WEAVER 1354 PEIFFER HILL ROAD – ANNEXATION PLAN (06-24-2018): No one was present for this plan. Mr. Lied highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to authorize a representative of the Board of Supervisors to sign the Section E. “Municipal Concurrence” of the “DEP Request for Planning Waiver & Non-Building Declaration” related to Parcels A and B, as signed by the applicant and reviewed and signed by the Township Sewage Enforcement Officer (SEO). 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 Mackley, to approve a waiver/modification of §194-13.B.(3) of the Subdivision and Land Development Ordinance to relieve the applicant from identifying and documenting all physical features within 200’ of the subject properties, conditioned upon the proposed project not involving any proposed grading, filling or construction of any improvements and the Township having the ability to require the information in conjunction with the review of any future improvements, development or earthwork proposed on the subject properties. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve a waiver/modification of §194-40 and related §194-13.B.(3) of the Subdivision and Land Development Ordinance to relieve the applicant from delineating and depicting wetlands, conditioned upon the proposed project not involving any proposed grading, filling or construction of any improvements and the Township having the ability to require the wetlands to be delineated in conjunction with the review of any future improvements, development or earthwork proposed on either of the subject properties. 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 §194-13.B.(4) of the Subdivision and Land Development Ordinance related to the requirement to identify important natural habitat as documented through the Pennsylvania Natural Diversity Inventory (PNDI) to relieve the applicant from submitting a PNDI project search, conditioned upon the proposed project not involving any proposed grading, filling or construction of any improvements and the Township having the ability to require the PNDI search to be performed in conjunction with the review of any future improvements, development or earthwork proposed on the subject properties. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to conditionally approve the Lot Annexation Plan for 1354 Peiffer Hill Road conditioned upon the applicant addressing all items outlined in the Becker Engineering, LLC. review correspondence dated June 6, 2018 to the satisfaction of the Township, Township Solicitor and Township Engineer. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

GARDEN SPOT FRAME & ALIGNMENT – PRELIMINARY/FINAL LAND DEVELOPMENT PLAN (CONDITIONALLY APPROVED): No one was present for this plan. Mr. Lied highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to approve a deferral of the requirements of §194-25.C and §194-33.A of the Township Subdivision and Land Development Ordinance to defer the installation of concrete curbing along the Route 272 frontage of the subject property as a result of conflicts with current existing utilities, conditioned upon notation documenting the deferral and related future obligations which is deemed satisfactory to the Township and Township Solicitor being added to the plan. 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 authorize the Township Manager or representative of the Board of Supervisors to sign PennDOT Form M-950AA related to the Developer’s (Bardon Properties L.P.) pursuit of a PennDOT Highway Occupancy Permit to obtain authorization to install the proposed drainage facilities within the PennDOT right-of-way, conditioned upon Bardon Properties, L.P. signing the Stormwater Management and Easement Agreement as prepared by the Township Solicitor documenting their commitment to install and accept the responsibility for the long-term maintenance of the drainage facilities. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

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GARDEN SPOT FRAME & ALIGNMENT – PRELIM./FINAL LAND DEVELOPMENT PLAN (CONTINUED)

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to acknowledge acceptance of the Park and Open Space fee in-lieu-of land dedication offered in accordance with §194-46 of the Subdivision and Land Development Ordinance in the amount of \$23,774.70 as calculated per the appraisal report submitted by the applicant and applicant's consultant. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

136 NORTH MUDDY CREEK ROAD/JASON HOLLINGER STORMWATER MANAGEMENT PLAN: No one was present for this plan. Mr. Lied highlighted the plan.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to conditionally approve the Stormwater Management Plan for 136 North Muddy Creek Road conditioned upon the applicant addressing all items outlined in the Becker Engineering, LLC. review letter dated June 7, 2018 to the satisfaction of the Township, Township Zoning Officer, Township Engineer and Township Solicitor. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to authorize the Board of Supervisors to sign the Improvement Guarantee Agreement (IGA) for the Stormwater Management Plan for 136 North Muddy Creek Road when signed by the applicant and provided in a form acceptable to the Township and Township Solicitor along with the required financial security in an amount acceptable to the Township Engineer and a form acceptable to the Township Solicitor. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MOTION: Chairman Fry Mackley made a motion, seconded by Secretary Mackley, to authorize the Board of Supervisors to sign the Stormwater Maintenance and Easement Agreement (SWMEA) related to the Stormwater Management Plan for 136 North Muddy Creek Road when executed by the applicant and submitted to the Township in a form acceptable to the Township Solicitor. 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 authorize signature of the Stormwater Management Plan for 136 North Muddy Creek Road by the Board of Supervisors upon the applicant obtaining an NPDES Permit and adequately resolving all conditions of plan approval to the satisfaction of the Township, Township Zoning Officer, Township Engineer and Township Solicitor. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

INFOSHARE COMPREHENSIVE SOFTWARE SOLUTIONS (CSI) RECORDS MANAGEMENT SYSTEM (FIVE YEAR PRICING): Chief Keppley stated this was previously discussed. Chief Keppley explained that the InfoStation information has the capability of being located at the station as well as in the vehicles; and recommends to utilize the five-year discount program: \$20,000.00 from the Capital Reserve Budget (previously budgeted). A savings of \$14,000.00.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to authorize InfoShare Comprehensive Software Solutions (CSI) Records Management System for the Police Department for the five-year pricing. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

SIGN FOR RT. 272 AND HILL ROAD - DESIGN PROOF: Chief Keppley highlighted the design proof for the new directional sign located at Rt. 272 and Hill Road (40" x 40" double-sided lighted inside). The sign will utilize the existing base. Chief Keppley noted that the other sign for the Township building is in the process of being made.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to approve the Eckert Signs design proof for a new Township sign located at Rt. 272 and Hill Road. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

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ACKNOWLEDGE MUNICIBID HIGH BID RESULTS RECEIVED FOR THE 2010 FORD CROWN VIC AND THE 2013 FORD TAURUS BID: Mr. Russell noted that the extended Municibid bidding resulted in the fair market value for both the 2010 Ford Crown Vic and the 2013 Ford Taurus.

MOTION: Vice Chairman Carrasco made a motion, seconded by Chairman Fry, to acknowledge the auction sale price to the highest Municibid bidder for: (1) 2010 Ford Crown Vic for \$1,055.00, and (2) 2013 Ford Taurus for \$2,767.00. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

ADVERTISE ORDINANCE 2018-02 FOR TRUCK RESTRICTION SIGNS: Mr. Russell explained that the original intent was to address S. Reamstown Rd. and Naiperville Rd. 26,000 GRVW weight ratios; but upon reviewing the existing truck restrictions ordinance and the sign inventory from Mr. Flory, Mr. Russell recommended to Table this item until the next Supervisors meeting since a number of areas have changed over time. The Supervisors agreed to table this item.

C.M. HIGH 2018-2019 PREVENTATIVE MAINTENANCE AGREEMENT: Before the Supervisors, Mr. Russell stated the C.M. High Agreement price is the same as last year. The Agreement services ten locations.

MOTION: Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to authorize signature of the C.M. High 2018-2019 Preventative Maintenance Agreement. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

PENNDOT 1/4" STONE PILOT PAVING PROGRAM (HICKORY LANE): Mr. Russell noted this was discussed previously by allowing the Township to utilize 1/4" stone for chip seal. Mr. Russell noted that Liquid Fuels does not need to be utilized; a grant could be used instead. This would be a great tool to use in the residential streets. Mr. Russell recommends considering this as a pilot program for Hickory Lane at a cost of \$10,887.50 (falls underneath the threshold).

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to approve the PennDOT 1/4" stone pilot paving program (Martin Paving Inc. double seal coat w/#8 and 1/4" stone) at Hickory Lane for \$10,887.50. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

OLD BUSINESS CONTINUED DISCUSSIONS:

STRATEGIC BUDGET FORECASTING UPDATE: Vice Chairman Carrasco noted that Elizabeth Dorneman, Financial Administrator, has done a considerable amount of good work with the Police Department's four-year police budget forecast. A meeting was held for any last-minute alterations (attendees present were Vice Chairman Carrasco, Ms. Dorneman, Mr. Russell, Chief Keppley). The meeting drove questions, ideas, and concepts; a good meeting. Next is to present the proposed forecast to the Board (a four-year proposal for the years 2019, 2020, 2021, 2022). There were a few changes which will be rolled into the actual four-year forecast (changes were: PD cars, new equipment, computer software, eight desktop computers needing replaced). The forecast will be completed by the next Supervisors meeting. Mr. Mitchell asked if help was received from a former Supervisor, and Vice Chairman Carrasco answered no, noting there were no two- or three-year forecasts found. Ms. Cordan asked if there will be a comparative analysis of how the 2018 budget actually compared to the 2018 budget; which was noted as the next Agenda item for discussion.

2018 BUDGET ITEMS DISCUSSION (STANDING ITEM): The four-month review of the 2018 budget was completed. It is overall on budget with the General Fund line items. Mr. Russell indicated that the withdraw of the EMS request has helped. Mr. Russell discusses a couple small line items, and also referenced the Park and Rec maintenance issue concerning the vandalism (broken bottles) at Old Homestead Park. Recommended was the sealant for the Old Homestead Park basketball courts. Revenue is at approximately 30% year to date.

VIDEO MEETINGS: Vice Chairman Carrasco noted he is gathering how much time video tapping a meeting takes to enter, save, and upload. This is an on-going project. Secretary Mackley stated that he contacted multiple Townships within the County about video tapping their meetings and the results were that no local municipalities video tape their meetings. Mr. McCrea commented that if a video is uploaded to YouTube it should not require a Right-To-Know request, and the formatting may not be an issue since it can be downloaded in any format the user wants.

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OLD BUSINESS CONTINUED DISCUSSIONS: *(CONTINUED)*

LERTA PLANS/POLICIES/PROCEDURES: Mr. Luongo stated an e-mail was sent to the Zoning Hearing Board Members noting the June Meeting has no cases, at which time they will review/discuss the LERTA policies and procedures.

POLICE PENSION STATUS: Mr. Russell noted that the Pension Board met on May 30th, and interviews will start on June 19th. One provider will have a July interview. It was noted that Principal has done their 2018 first quarter pension performance, noting that the benefit index has increased. Mr. Mitchell asked if there is a performance number for the first quarter; and Mr. Russell stated he will get back to Mr. Mitchell. Principle is responding to some of the questions and concerns, but not as readily as the Township would like.

FOCUS GROUP MEETINGS WITH LOCAL BUSINESS OWNERS: Mr. Luongo stated this is being worked on.

GATING WOODY WASTE AREA TO PREVENT ILLEGAL DUMPING: Mr. Russell noted the cardboard and paper dumpsters can be segregated from the Woody Waste. He will have more for next meeting.

TRAFFIC/SAFETY AT INTERSECTION OF N. MUDDY CREEK RD. AND RT. 272: Mr. Russell looking into.

WORKING GROUP FOR STRATEGY RELATED TO FIRE AND EMS SERVICES: Meeting dates are circulated.

FOUR-WAY STOP SIGN (QUAIL HOLLOW, EGRET, AND SANDERLING): Mr. Russell noted a design flaw with how the intersection was laid out 20-25 years ago; the next step is to eliminate two of the four stop signs. The change will include stop bars, a stop ahead sign, a sign under each stop sign that says “opposing traffic does not stop”, and flashing yellow Type B lights. Mr. Russell discussed further noting this may take a couple months until everyone becomes accustomed to the change.

BEAUTIFICATION STRATEGY FOR EAST COCALICO TOWNSHIP: The Hill Road and Rt. 272 sign was previously discussed. Vice Chairman Carrasco stated the strategy is to make improvements within the Township and how is the Township perceived and looked at. The “tag line” or “motto” for the Township may take some time but Vice Chairman Carrasco suggested to move forward on the “Community First” tag line for the Police and Highway Dept. vehicles. Chief Keppley distributed examples of the Community First decal on police vehicles. The blue wording is proposed to be placed on both sides of the vehicle. It was questioned that the lettering seems small but the lettering was made this way to avoid the curves of the vehicle. Is was discussed to place this information in the next Township newsletter for community feedback for possibly different ideas and suggestions. The Supervisors agreed to place the information in the upcoming newsletter for community feedback.

NEW BUSINESS FOR DISCUSSION:

CONSIDERATION TO ADVERTISE THE 2017 AUDIT NOTICE TABLE AND POST AUDIT ON THE TOWNSHIP WEBSITE: Mr. Russell stated this item will be listed for action at the next Supervisors Meeting, by (1) recommending to post the audit and audit recommendations letter on the Township website, and (2) advertise in the newspaper.

REAMSTOWN PARK MS4 PRP PROJECT GRANT FUNDING: Land Studies recommended the Township prepare a concept plan and cost estimate for the Reamstown Park MS4 Pollution Reduction Plan Project to seek grant funding in 2018. Mr. Russell stated that submitting a grant application this year, instead of next year, will avoid numerous grant applications coming in 2019 to the State. Becker Engineering and Land Studies will submit a scope and fee in time for the next Supervisors meeting for consideration. The Supervisors agreed to continue.

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NEW BUSINESS FOR DISCUSSION: *(CONTINUED)*

SPECIAL POLICE FOR COCALICO SCHOOL DISTRICT (FOR 2018-2019): In discussions with the Township Insurance Broker for Special Police, Mr. Russell stated that the Insurance Broker noted, for liability issues, the Township should not be providing services to the District, administering this program. Mr. Russell recommended writing a letter to the School District, giving them proper notice and sharing with them in writing the concerns, advising them that the Special Police need to be hired directly by the School District since in reality they are School District employees not Township employees. The letter will be sent by next week.

MOTION: Secretary Mackley made a motion, seconded by Chairman Fry, to authorize the Township Manager to prepare a letter to the Cocalico School District to discontinue Special Police Services for fiscal year 2018 - 2019. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

CHIP SEAL PATCHING: This was covered earlier in the agenda.

BUDGET FOR STONEY POINTE PARK COMMUNITY BUILD: Discussed and confirmed budget guidelines (a budget window) for the proposed project. **Budget Window (\$300,000-\$400,000):** The Township will budget \$75,000 of Recreation funds not to exceed \$100,000. The other components are a minimum of \$100,000 fundraising by the Stoney Pointe Executive Working Group. The working group will also apply for a \$200,000 grant (50% match) from DCNR for the project. Mr. Russell discussed if the funding falls short, then some items will be pulled from the project. If the DNCR grant falls short this will put pressure on fundraising to make up the difference.

MOTION: Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize the Stoney Pointe Park Community Build to start at the budgeted amount of \$75,000 of Township Recreation Funds, and not to exceed \$100,000. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

MEETING MINUTES FORMAT DISCUSSION: Secretary Mackley noted that the Township meeting minutes are becoming too long (8 pages). The minutes are to reflect what happened at the meeting and do not need to mention every word. Secretary Mackley stated he has done research on surrounding Municipalities in Lancaster County on video taping, and the results indicated they do not video tape. Vice Chairman Carrasco discussed that a person should be able to pick up minutes years from now and know what is being discussed, and to have a very good understanding of what was discussed, they should be a valid reflection of what happened. Secretary Mackley disagreed, stating the minutes should simply mention a summary of what was discussed and what motion was made. Vice Chairman Carrasco stated the amount of work going behind the Township's scene is staggering, there is a lot happening in the Township. We are the center of attention for a lot of items, and the minutes need to clearly and accurately reflect what was discussed and acted upon. Mr. Brubaker stated as a tax payer, he wants to know where his tax dollars are being spent. Secretary Mackley replied that a List of Bills presented at every meeting reflects this. Discussions continued. Chairman Fry noted he can see both sides of the issue and will think about it. Discussions continued. Vice Chairman Carrasco will contact the Township Solicitor for the legalities of the meeting minutes.

MANAGERS REPORT: **Morganshire update:** Developer is working on legal documents and as-built surveys required for roadway dedication. Securities were setup over Christmas. Getting closer to roadway dedication of Phase 2 and Phase 3 work. Repairs to curb and sidewalk completed (4/19) and inspected (5/3). Minor deficiencies remain. Received legal descriptions from Developer. • **Recreation Board Update:** Second Stoney Pointe Park Community Build Executive Group met on Weds, 5/30. The group discussed recruiting, budgets and consultant selection. The Working Group also participated in the Reamstown Elementary School Fun Day on June 1st. Interviews of Consultants will occur on Weds. June 13th in the evening. • **Pool Update:** No updates to report. • **Pension Update:** Previously discussed. • **Roadwork projects update:** Met with New Enterprise Stone and Lime (NESL) to conduct a pre-construction meeting today for Denver Road and the road widening projects. Work will tentatively commence on Denver Road on July 9th and will occur at night (6 pm to 6 am). There will be no road restrictions (single lane) during the day. NESL is requesting to close the roadway (local traffic only) during night time operations. A plan will be presented to the Board for action on June 21st for temporary daily night road closure. They have

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MANAGERS REPORT: *(CONTINUED)*

offered to put in place a flashing roadway sign a week in advance. • **Stoney Point update:** Met with Landmark Homes to inspect Phase 1 and 2 roads to prepare for final paving and roadway dedication. Final paving to occur in late July/August. The Township will be taking over three detention basins, and approximately 400' of sidewalk that the Township will have to maintain (in particular shovel snow). Mr. Russell asks permission of the Supervisors to give him the flexibility to negotiate with Landmark Builders the waiver of that 400' of sidewalk for a fee-in-lieu of for a contribution for Township staff to potentially, down the road, put in place a trail system. This will be less expensive for the Township to maintain. Also, to place the trail around the detention basins (Township now owns) for people to walk around the basins; this would allow people to notify the Township of any potential problems. The Supervisors agreed to give Mr. Russell the flexibility to communicate with Landmark Builders for a waiver of the 400' of sidewalk. If agreed, a waiver will come down the road that the Supervisors will need to take action on. • **Key Meetings that occurred:** (1) 5/18- DEP meeting with local officials to discuss "Change of Rules" that occurred AFTER the 2018 NOI were submitted. (2) 5/21- Meeting with Stephanie Gockley to discuss Muddy Creek and 272. (3) 5/22- 61 W. Church St. requested by the Zaucha Family. (4) 5/24- Places 2040 Presentation at Millersville Borough. (5) 6/4- Meeting with Hometown Press as a follow-up to previous meeting to discuss Township utilizing their services to produce and print color gloss newsletter at no cost to Township (we pay postage only). (6) 6/7- Univest Banking meeting to discuss options for short term investing (money market and CD), better interest rate. (7) MPO Update- Colonel Howard Blvd. and Denver Interchange is now on the draft 2019-2022 TIP update, pending cost estimate for the Rt. 322/222 proposed Diamond Interchange project. (8) MS4 2018: Attended DEP/Lancaster Legislators meeting to discuss DEP's change of rules related to the 2018 NOI MS4 Permit after applications were submitted. (9) Key Upcoming Meetings: 6/8- Lancaster legislators/municipal managers meeting at Warwick Township; 6/12- Twin Pines pre-con meeting; 6/13- Stoney Pointe Park Consultant Interviews; 6/19- Pension Provider Interview. (10) Planned Activities Next Four Weeks: Finish the Truck Restriction Ordinance.

POOL MANAGERS REPORT: Chairman Fry gave the stats of the pool: attendance is good (187 people on opening day), higher income this year than last year at this time (documentation to come), the snack bar is doing good, snack bar passed inspection except the refrigerator needed fixed. At the next Supervisors meeting they will be better understanding of seasonal passes. The Municipipay payment center is working well. The Township website forms are having some issues. Some pro-active research was done by Ms. Kashner for the applications which seems to work better. It was agreed to implement the application to the Township website. Mr. Brubaker asked if pool stats could be placed on the next Rec Board Agenda, and Mr. Russell noted the next Recreation Board meeting might be cancelled due to the two Stoney Pointe Meetings this month.

PUBLIC COMMENT (NON-AGENDA ITEMS): Mr. Mitchell questioned if any Police Officers have over 20 years of service that could be looking at retirement. Chief Keppley stated there are at least seven Officers over 20 years of service and it is a possibility that within the next five years those officers could retire.

ANNOUNCEMENT: Nothing to report.

ADJOURN:

MOTION: There being no further business to come before the Board, Vice Chairman Carrasco made a motion seconded by Secretary Mackley to adjourn the meeting at 9:45 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