

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

## **AGENDA**

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

**THURSDAY, JULY 19, 2018 at 7:30 P.M.**

- 1. CALL TO ORDER AND THE PLEDGE OF ALLEGIANCE**
- 2. PAST MEETING MINUTES APPROVAL: THURSDAY, JUNE 21, 2018**
- 3. DEPARTMENT REPORTS**
  - a) POLICE DEPARTMENT REPORT
  - b) ZONING OFFICERS REPORT
  - c) ROAD MASTERS REPORT
- 4. TREASURERS REPORT**
  - a) AUTHORIZE LIST OF BILLS
- 5. ACTION ITEMS**
  - a) LAND PLANNING ENGINEER:
    - MT. ZION BAPTIST CHURCH PRELIMINARY LAND DEVELOPMENT – TIME EXTENSION
    - KREIDER STORMWATER MANAGEMENT PLAN: SECURITY REDUCTION
    - JARED WEAVER STORMWATER MANAGEMENT PLAN: CONDITIONAL APPROVAL
  - b) ORDINANCE 2018-02: PROHIBITING TRUCKS ON CERTAIN ROADWAYS
  - c) HOLDING TANK MAINTENANCE AGREEMENT APPROVAL FOR 250 BRUNNERS GROVE ROAD (REINHOLDS VFW)

## **6. OLD BUSINESS CONTINUED DISCUSSIONS**

- a) OLD HOMESTEAD PARK FOREST MAINTENANCE AND UPKEEP:  
PREMIER TREE SERVICES
- b) LERTA PLANS/POLICIES/PROCEDURES
- c) FOCUS GROUP MEETINGS WITH LOCAL BUSINESS OWNERS
- d) GATING WOODY WASTE AREA TO PREVENT ILLEGAL DUMPING:  
CONTINUED DISCUSSION
- e) TRAFFIC AND SAFETY @ INTERSECTION OF NORTH MUDDY  
CREEK RD & RT. 272
- f) WORKING GROUP FOR STRATEGY RELATED TO FIRE AND EMS  
SERVICES UPDATE
- g) STONEY POINTE SIDEWALK WAIVER
- h) 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*
- i) MEETING MINUTES FORMAT DISCUSSION
- j) VIDEO MEETINGS

## **7. NEW BUSINESS FOR DISCUSSION**

- a) PENSION WORKING GROUP RECOMMENDATIONS
- b) ROAD CLOSURE (LOCAL TRAFFIC ONLY) FOR INDIANDALE ROAD  
AND BUZZARD ROAD WIDENING SCHEDULED FOR AUGUST 1, 2, 3  
AND 6 (WEATHER PERMITTING)- BOARD ACKNOWLEDGEMENT

## **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) COCALICO LEADERS MEETING HELD AT DENVER BOROUGH AT  
7:30PM, TUESDAY, JULY 24<sup>TH</sup>

## **11. ADJORNMENT**

## **BOARD OF SUPERVISORS MEETING THURSDAY, JULY 19, 2018**

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thurs., July 19, 2018 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, 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

**Reporters:** Alice Hummer of the Ephrata Review and Val Lacis of the Reading Eagle

**Visitors:\*** Norma Enck, Jeff Mitchell, Brian Wise, Steve Brubaker, Dave Sweigart, and Jill Cordan

\*Only visitors who signed in are listed.

Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • Chairman Fry noted that an Executive Session was held tonight before this meeting for strategic Police Dept. contract issues. No motions made. • A live video is being recorded of tonight's meeting which will then be placed on YouTube.

### **APPROVAL OF PAST MINUTES:**

**MOTION:** Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve the Thursday, June 21, 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 reviewed the July Police Department report: National Night Out to be held August 7<sup>th</sup> from 6-9pm. • A meeting with the School District was held on Special Police and Crossing Guards: discussions continue over the intent to bus all students as a way to alleviate the need for Crossing Guards. • The design/logo for the Police vehicles was displayed and discussed (Community First). • The Supervisors agreed to table the new Corporals process. • New Township signs were installed at Rt. 272 and Hill Road, and Hill Road in front of the Township building.

**ZONING OFFICERS REPORT:** Mr. Luongo highlighted the June 2018 report: 32 applications, 32 permits issued, 17 in review, 15 for pickup. Certificates of Occupancy: 30. Alarm Ord. Enforcement: 2 False Alarm Violations, 21 new homes for the year. **ZONING HEARING BOARD:** July - 141 N. Reamstown Road. August - 765 Smokestown Road. **CODE ENFORCEMENT:** (1) 2170 N. Reading Rd. (2) 580 Hill Rd. mailbox structure. **OTHER ITEMS:** (1) Census completed and accepted. (2) 421 Wabash Rd. concerning excavation dust. (3) Mail Business Leaders Forum invitations, to be held at Weavers Market on 8/28/18 Supervisors approved mailing the invitation letter.

**ROAD MASTER:** The June/July 2018 Road Master report was highlight: first round of the ROW mowing is finished. • Asphalt Maintenance Solutions did a great job. • Walk-thru inspection of Stoney Pointe is completed, checked all storm drains and pipes for repairs to be done by the developer before dedication takes place. • Martin's Mulch chipped the brush pile. • Road Crew finished their work on Denver Road prior to New Enterprise coming in to mill and pave. The millings were hauled to the Woody Waste Site with the remainder of the millings going to the Township Shed. • Ralumac work was completed, along with the repairs needed on the ralumac job from last year that did not hold up. • Martin Paving performed the Bituminous Seal Coat Special Trial Aggregate on Hickory Lane. • New Enterprise is scheduled to do the road widening on Buzzard Road and Indiandale Road. • Oil and chip to be done before school starts.

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**TREASURER'S REPORT:    AUTHORIZE LIST OF BILLS:**

**MOTION:** Secretary Mackley made a motion, seconded by Chairman Fry, to approve the July 19, 2018 list of bills as presented: General Fund \$141,948.77; State Fund \$2,680.91; Denver Road Project/State Fund \$835.57; Light Fund \$14,430.26; Hydrant Fund \$14,670.00. Questions were asked which were answered. Chairman Fry asked if there were any other comments or questions. There were none. Motion carried. (3/0)

**ACTION ITEMS: LAND PLANNING ENGINEER:**

**MT. ZION BAPTIST CHURCH PRELIMINARY LAND DEVELOPMENT PLAN – TIME EXTENSION (07-29-2018):** No one was present for this plan.

**MOTION:** Secretary Mackley made a motion, seconded by Chairman Fry, to accept the 90-day time extension offer as submitted by the applicant's consultant dated July 17, 2018, which will extend the deadline for action on the plan until October 27, 2018. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**KREIDER STORMWATER MGMT. PLAN: SECURITY REDUCTION:** No one was present for this plan.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to authorize a \$8,784.00 reduction in the financial security being held by the Township related to the Kreider Stormwater Management Plan, resulting in \$2,000.00 remaining security amount, which will be held by the Township and released after any remaining project items are addressed. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**JARED WEAVER STORMWATER MGMT. PLAN:** No one was present for this plan.

**MOTION:** Chairman Fry made a motion, seconded by Secretary Mackley, to approve a waiver/modification of §185-14.B.(4) related to locating and depicting physical features within 200' of the subject tract. 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 §185-27.A.(1)(d) related to side slopes within swales, and to authorize the use of 2:1 side slopes within the driveway swales. 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 Chairman Fry, to conditionally approve the Stormwater Management Plan for the Jared Weaver Tract conditioned upon the applicant addressing all items outlined in the Becker Engineering, LLC. review letter dated July 9, 2018. 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 the Board of Supervisors to sign the Improvement Guarantee Agreement (IGA) for the Stormwater Mgmt. Plan for the Jared Weaver Tract when signed by the applicant and provided in an acceptable form along with the required financial security. 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 Board of Supervisors to sign the Stormwater Maintenance & Easement Agreement (SWMEA) for the Stormwater Mgmt. Plan for the Jared Weaver Tract when executed by the applicant and submitted to the Township in an acceptable form. 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 authorize signature of the Stormwater Management Plan for the Jared Weaver Tract by the Board of Supervisors upon the applicant adequately resolving all conditions of plan approval. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

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Members 1<sup>st</sup> Bank has been progressing (located at 1 Denver Road). A Sewage Module was submitted.

**MOTION:** Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to authorize the Board of Supervisor Chairman to execute the Members 1<sup>st</sup> Bank Sewage Module. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**ORDINANCE 2018-02: PROHIBITING TRUCKS ON CERTAIN ROADWAYS:** Duly advertised in the Ephrata Review on July 4, 2018. Mr. Russell read the ordinance. Questions were asked which were answered.

**MOTION:** Secretary Mackley made a motion, seconded by Chairman Fry, to adopt Ordinance 2018-02 related to prohibiting trucks on certain roadways. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**HOLDING TANK MAINTENANCE AGREEMENT - 250 BRUNNERS GROVE RD. (REINHOLDS VFW):** Mr. Russell highlighted the agreement which was approved by the Sewage Enforcement Officer; replace a malfunctioning system and replace with a commercial system consisting of two 2,000-gallon tanks.

**MOTION:** Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve the Holding Tank Agreement. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

### **OLD BUSINESS CONTINUED DISCUSSIONS:**

**OLD HOMESTEAD PARK FOREST MAINTENANCE BY PREMIER TREE SERVICES:** Mr. Russell discussed stating the Old Homestead Park forest area has a lot of scrub and undergrowth within the wooded area. A proposal was received to cut down and remove the scrub and undergrowth, plus all the Ash Trees and dead trees.

**MOTION:** Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve the Premier Tree Service Proposal (ID124282, dated 6/9/2018) for the Old Homestead Park forest area. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**LERTA PLANS/POLICIES/PROCEDURES:** Mr. Russell noted that they had a good first meeting. Representing the Township were Mr. Russell, Mr. Luongo, Mr. Schlegel, and Mr. Mitchell. The School District is more focused on the commercial and industrial. The group will work on: (1) defining different LERTA approaches and options, (2) take the approaches to the Boards for discussion and comment, (3) take the findings back to the School District to fine tune everything, and lastly (4) take the LERTA to the Boards for approval. Discussed the Urban Growth Boundary, financial challenges, pension plans, different options for LERTA, tax increases.

**FOCUS MEETING W/LOCAL BUSINESS OWNERS:** Discussed previously under Zoning Officers report.

**GATING WOODY WASTE AREA TO PREVENT ILLEGAL DUMPING:** Notification received from Lancaster County Solid Waste Management Authority (LCSWMA) in reference to the contamination of recyclables affecting the single-stream curbside service. Paper is no longer an acceptable recyclable. Mr. Russell read the changes taking place: newspapers, grocery bags, trash bags, junk mail, glossy magazine, yogurt cups, bottle caps, cereal boxes, takeout and containers are not to be placed in the recycling bin. Items only to be placed in the recycling bin are the "Big 4" items: corrugated cardboard (flattened), and plastic bottles and jugs with necks, metal food cans and beverage cans, glass jars and bottles (to be empty, rinsed, lids removed). The Supervisors agreed to remove the paper dumpster, and at this time the cardboard dumpster will stay and suggested to place the cardboard dumpster within the Woody Waste area. Mr. Russell discussed the idea of the Township going into a single trash hauler. Mr. Russell noted that the Township Recycling Ordinance will need updated.

**TRAFFIC/SAFETY AT INTERSECTION OF N. MUDDY CREEK RD. AND RT. 272:** Fox Brooke submitted their traffic safety study to PennDOT. PennDOT's comments were received. Pending Rettew comments. Mr. Russell discussed a round-a-bout in detail, stating that round-a-bouts are on the Transportation Impact Program for State Funding, and the biggest costs are the initial construction but that over time the costs decrease or stabilize.

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**WORKING GROUP FOR STRATEGY RELATED TO FIRE AND EMS SERVICES:** Meeting dates were circulated for initial EMS merger discussions. Mr. Scott Achey requests the \$96,000.00 be removed from the budget.

**MOTION:** Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to acknowledge the \$96,000.00 is withdrawn from the budget. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**STONE POINT SIDEWALK WAIVER:** Mr. Russell noted that Landmark is interested in the fee-in-lieu of installing sidewalk for a contribution to a future trail in the same general area. Discussed the fee offered (\$3,000 to \$4,000), Mr. Russell recommends \$4,000. Landmark is looking for an indemnification stating that the sidewalk was done in concert with the Township.

**BEAUTIFICATION STRATEGY FOR EAST COCALICO TOWNSHIP:** Vice Chairman Carrasco noted to table the next agenda item on branding.

**MEETING MINUTES FORMAT DISCUSSION:** The meeting videos have been placed on YouTube, from there anyone can view and download at no cost. The meeting minutes are to be an outline (the State recommends) and if someone has more questions on the meeting, they could proceed to YouTube to view the meeting. Meeting minutes are just to be a synopsis of what took place, and of all motions. The Supervisors agreed to: (1) keep the meeting minutes to the legal required minimum as recommended by the State, (2) delete and destroy the audio of all meeting minutes being kept on the server and after the approval of minutes, and (3) continue to video tape the meetings and upload to YouTube as long as there is no cost and place a link within the minutes directing the reader to the YouTube video. Vice Chairman Carrasco to research the price of video equipment.

**MOTION:** Secretary Mackley made a motion, seconded by Chairman Fry, to acknowledge: (1) keep the meeting minutes to the legal required minimum as recommended by the State, (2) delete and destroy the audio of all meeting minutes being kept on the server and after the approval of minutes, and (3) continue to video tape the meetings and upload to YouTube as long as there is no cost and place a link within the minutes directing the reader to the YouTube video. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

### **NEW BUSINESS FOR DISCUSSION:**

**PENSION WORKING GROUP RECOMMENDATIONS:** Pension Working Group Meeting was held. Mr. Russell read aloud a letter dated July 17, 2018 from the Pension Working Group (Re: Recommendation of a New Pension Provider and new Actuarial Service Provider).

**MOTION:** Vice Chairman Carrasco made a motion, seconded by Secretary Mackley, to acknowledge intent to appoint Univest Municipal Pension Services at a future Board of Supervisors Meeting and to authorize staff to prepare contract documents for future execution. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**ROAD CLOSURE (LOCAL TRAFFIC ONLY) FOR INDIANDALE AND BUZZARD RD. WIDENING SCHEDULED FOR AUGUST 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 6<sup>th</sup> (WEATHER PERMITTING):** Mr. Russell discussed.

**MOTION:** Chairman Fry made a motion, seconded by Vice Chairman Carrasco, to send out notification to the residents affected by the road closure due to the widening of Indiandale Road and Buzzard Road that is currently scheduled for August 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 6<sup>th</sup> (weather permitting). Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**MANAGERS REPORT:** Anticipated Morganshire road dedication at the 8/2/18 Supervisors meeting. • Leathers and Associates was selected by the Rec Board for Stoney Pointe Park. • Four Season luncheon discussed: "Industrial Hemp and Farming". • Highlighted meetings: Lancaster Co. Antiques and Garden Spot F&A to resolve PennDOT release issue; Land Studies, Becker and DEP meeting to review onsite the Growing Greener Grant application for Reamstown Park; met resident to discuss stormwater flooding problems along Smokestown Road; met with Berks Homes to discuss

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the calling of the bonds for Heatherwoods and their change in position about constructing a portion of the roadway, Firethorn Drive, from Phase 2 they originally agreed to but now wish the bonding company to pay; met with Rettew Assoc. to discuss assistance with updating the Telecom (new), SALDO and Zoning ordinances; met with prospectus Rec Board volunteer; met with Dorma to discuss speeding and safety issues with cars/trucks entering and leaving their driveway;. • Site visit with NAI Relators and engineers to discuss a subdivision of 61 W. Church St. (Wellspan Cocalico Health Center). • Meeting with School District, Denver Borough and Township to discuss Fire Police and Crossing Guards. • MS4 2018: Met with Pepperidge Farms to review NPDES permit maintenance responsibilities and areas need for correction. • Meeting with NESL Martin Quarry to discuss street sweeping operations and dust coming from the quarry. • Highlighted upcoming meetings and planned activities for the next four weeks.

**PUBLIC COMMENT (NON-AGENDA ITEMS):** Mr. Brubaker discussed his concerns about rental housing with renters and landlords, noting some apartments have code violations and the property maintenance issues. LCPC has a model ordinance that can be used as a template. Mr. Brubaker asked the Supervisors to review and consider approving. • Mr. Mitchell questioned the strategic budgeted forecasted projections.

**ANNOUNCEMENT:** Cocalico Leaders Meeting is scheduled for July 24<sup>th</sup> at 7pm held at Denver Borough.

**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 10:44 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