

EAST COCALICO TOWNSHIP BOARD OF SUPERVISORS MEETING AGENDA

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

THURSDAY, OCTOBER 4, 2018 at 7:30 P.M.

- 1. CALL TO ORDER AND THE PLEDGE OF ALLEGIANCE**
- 2. HEARING: LERTA AREA DESIGNATION DISCUSSION**
- 3. EMERGENCY SERVICES REPRESENTATIVES: SEMI-ANNUAL DISCUSSION**
- 4. PAST MEETING MINUTES APPROVAL: THURSDAY, SEPTEMBER 20, 2018**
- 5. DEPARTMENT REPORTS**
 - a) POLICE DEPARTMENT REPORT
 - b) ZONING OFFICERS REPORT
 - c) ROAD MASTERS REPORT (*TO BE PROVIDED NEXT MEETING*)
- 6. TREASURERS REPORT**
 - a) AUTHORIZE LIST OF BILLS
- 7. ACTION ITEMS**
 - a) LAND PLANNING ENGINEER:
 - PAUL LANDIS SUBDIVISION: WAIVER/MODIFICATION/CONDITIONAL APPROVAL
 - RESOLUTION 2018-16: PAUL LANDIS SEWAGE FACILITIES PLANNING MODULE
 - b) RESOLUTION 2018-15: ESTABLISHING LERTA BOUNDARIES
 - c) BUDGET WORKSHOP ADVERTISEMENT- MON., OCT. 15th AT 1:00 PM
 - d) RECYCLING ORDINANCE: AUTHORIZE TO ADVERTISE
 - e) NANCY HESS PROPOSAL: EMPLOYEE MANUAL, JOB DESCRIPTIONS AND REVIEW PROCESS

8. OLD BUSINESS CONTINUED DISCUSSIONS

- a) TRAFFIC/SAFETY @ INTERSECTION OF N. MUDDY CREEK RD & RT. 272
- b) EMS WORKING GROUP UPDATE
- c) STONEY POINTE SIDEWALK WAIVER
- d) BEAUTIFICATION STRATEGY FOR ECT
 - 1. OVERALL TOWNSHIP BRANDING
 - “Community First” on vehicles- Completed for Police
 - *Status for Road Crew
 - “East Cocalico Township, Gateway to Lancaster County”
 - Resident input: “East Cocalico, Where Family and Community Grows”
 - 2. INPUT FROM BUSINESSES AND RESIDENTS
 - 3. IMPROVED COMMUNICATIONS
 - a) WEBSITE
 - b) FACEBOOK
 - c) VIDEO MEETINGS – completed
 - e) RENTAL ORDINANCE
 - f) GATING WOODY WASTE TO PREVENT ILLEGAL DUMPING: PROPOSAL
 - g) TAX COLLECTOR UPDATE

9. NEW BUSINESS FOR DISCUSSION

10. MANAGERS REPORT

11. 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.

12. ANNOUNCEMENTS: NONE.

13. ADJORNMENT

**BOARD OF SUPERVISORS MEETING
THURSDAY, OCTOBER 4, 2018**

The advertised meeting of the East Cocalico Township Board of Supervisors was called to order on Thurs., Oct. 4, 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, and Recording Secretary Lisa A. Kashner

Solicitors: Thomas L. Goodman

Engineer: Brent E. Lied, P.E.

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

Visitors:* Brian Wise, Jeff Mitchell, Chris Falencki, Chad Weaver, David Hollinger, Harvey Achey, Scott Achey, Donny Stover, Ken McCrea, Rick Carpenter, Wesley Hoover, and Ella Musser

*Only visitors who signed in are listed.

Chairman Fry asked everyone in attendance to rise and pledge allegiance to the Flag. • A video is being recorded of the meeting to be placed on YouTube. • Chairman Fry opened the LERTA Area Designation Hearing, noted the proof of publication for the hearing, and handed the meeting over to Solicitor Goodman.

HEARING: LERTA AREA DESIGNATION: Mr. Goodman noted that a hearing is required under the Local Economic Revitalization Tax Assistance Act (LERTA). This is a hearing to establish the boundaries, to establish the deteriorated areas for the industrial properties, commercial properties, and other business properties within the General Commercial, Planned Commercial, Light Industrial and Heavy industrial Zoning Districts of the Township as shown on the Zoning Map. Mr. Goodman stated that this applies to primarily new construction, but the Act does define improvement, repair, construction or reconstruction, and additions. Discussions were held, noting that the School District and County have received notification. Ms. Musser, Superintendent, stated the School District has had conversation with the Township. The School District was fully aware and understands the next steps will occur after the Township. Mr. Goodman explained that a Resolution was prepared tonight to establish the boundaries, and then the next step is to adopt the Ordinance which will be at the next Board of Supervisors Meeting. No other comments or questions were received. The hearing was closed at 7:37pm.

Mr. Russell read aloud the entire proposed Resolution 2018-15.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve Resolution 2018-15. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

EMERGENCY SERVICES REPRESENTATIVES: Semi-annual discussion. Mr. Scott Achey of Reamstown Fire Company discussed the need for volunteers and how it is becoming critical each year with the lack of volunteers, along with expenses. Discussions were held on a grant and if the Township would consider paying and writing a grant for the Fire Company. Mr. Achey suggests to place volunteers are needed on the Township website. Discussions continued. Mr. Russell to reach out for grant writing, and suggests adding this to the 2019 budget. Mr. Chad Weaver of Stevens Fire Company stated that they have activated one of their trucks and are looking to replace another truck. They are in the process of placing a helicopter pad at the Stevens Fire Company. Discussions continued. Mr. Stover of the Smokestown Fire Company stated that volunteers and help is needed. Mr. Carpenter of the Reamstown Ambulance discussed the need for volunteers, paid staff, and call volume. Mr. Russell noted a Wellspan meeting is scheduled in early November and Wellspan has invited all local EMS Companies with paid Wellspan drivers. Discussions were held concerning a merger.

**BOARD OF SUPERVISORS MEETING
THURSDAY, OCTOBER 4, 2018**

APPROVAL OF PAST MINUTES:

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to approve the Thursday, September 20, 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 highlighted the report; discussed that the Department will participate in a fundraising event in November - Beards for Brothers.

ZONING OFFICERS REPORT: Mr. Luongo stated his report will be at the next Board of Supervisors Meeting.

TREASURER'S REPORT: AUTHORIZE LIST OF BILLS:

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to approve the October 4, 2018 list of bills: General Fund \$85,970.71; State Fund \$95,495.48. Chairman Fry asked if there were any comments or questions. There was a question which was answered. Motion carried. (3/0)

ACTION ITEMS: LAND PLANNING ENGINEER: Mr. Russell highlighted the following plans.

PAUL J. LANDIS – MINOR SUBDIVISION PLAN (11/25/2018): Chris Falencki of Weiser Engineering Consultants was present for this plan. Mr. Lied gave a general overview of the proposed project and plan. Mr. Lied noted that an on-site review meeting was held and attended by Mr. Falencki, Mr. Landis and Mr. Luongo and Mr. Lied to review key items and concerns prior to issuance of the plan review. The review letter was issued on September 21, 2018. Mr. Falencki displayed and highlighted additional aspects of the plan: road frontage, roadside swales, and the existing pond were discussed in more detail. Mr. Falencki stated there is no pipe or outlet structure visible in the pond, but it is general understood that there is some type of drain pipe which helps keep the pond at a certain elevation. The existing and proposed septic systems were briefly discussed, and Mr. Falencki noting that is the emergency overflow area from the pond will be identified to divert flow away from the proposed on-lot sanitary sewer system and improvements on Lot 1. The waiver/modification related to roadway improvements and status of the sewage facilities planning module were discussed. Following the discussions, the following motions were made:

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to approve the Sewage Facilities Planning Module for the Paul Landis Minor Subdivision Plan by adopting the "Sewage Facilities Planning Module Resolution for Plan Revision", Resolution No. 2018-16 and authorize the Secretary of the Board of Supervisors to sign and seal all appropriate documents for submission to DEP. 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 conditionally approve the waiver/modification of Section 194-13.C.(8), 194-25.C.(1), 194-25.J.(1), 194-25.K. and 194-33.F. as it relates to the widening and improvement of the existing public roadway along the frontage of the subject property, conditioned upon the applicant regrading and re-establishing effective roadside swales to direct flow to the existing drainage facilities to the satisfaction of the Township and Township Engineer. 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 Paul Landis Minor Subdivision Plan conditioned upon the applicant addressing all items as outlined in the Becker Engineering LLC review letter dated September 21, 2018 to the satisfaction of the Township, Township Engineer, Township Zoning Officer and Township Solicitor. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

**BOARD OF SUPERVISORS MEETING
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Discussed the Comfort Inn and Members 1st project coordination meeting held on-site early today. • Discussions were also held on the on-going infrastructure construction at Phase 1 of Wabash Landing and the scaling back of the proposed roadway base drain where rocky subgrade material is present.

BUDGET WORKSHOP ADVERTISEMENT: It was stated that no action will be taken at this meeting, and it will be videotaped.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to advertise the public budget workshop to be held on Monday, October 15, 2018 at 1pm. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

RECYCLING ORDINANCE – AUTHORIZE ADVERTISING: This updates the current recycling ordinance to the County’s new recycling standards.

MOTION: Chairman Fry made a motion, seconded by Secretary Mackley, to advertise the recycling ordinance. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

NANCY HESS PROPOSAL – EMPLOYEE MANUAL, JOB DESCRIPTIONS AND REVIEW PROCESS: Mr. Russell stated the Township needs assistance in preparing updated job descriptions, update the employee manual, and put together a formal employee review program.

MOTION: Secretary Mackley made a motion, seconded by Vice Chairman Carrasco, to approve the Nancy Hess Proposal dated September 7, 2018 for an estimated fee of \$13,875 based off of 111 consultant hours of work. Chairman Fry asked if there were any comments or questions. There were none. Motion carried. (3/0)

OLD BUSINESS CONTINUED DISCUSSIONS: TRAFFIC/SAFETY AT INTERSECTION OF N. MUDDY CREEK RD. & RT. 272: Mr. Russell to engage the Township Traffic Engineer to start the process of adding N. Muddy Creek Rd. and Rt. 272 to the Traffic Impact Program (TIP).

EMS WORKING GROUP UPDATE: Meeting pending.

STONEY POINTE SIDEWALK WAIVER: Nothing to report at this time.

BEAUTIFICATION STRATEGY FOR EAST COCALICO TOWNSHIP: Vice Chairman Carrasco placed this on hold for now; noting that item #3 (Improved Communications Video Meetings) to commit to place the meeting videos to YouTube by noon on Monday following a Board of Supervisors Meeting. • Mr. Russell noted that the Road Crew to add their Community First items in November sometime. • Vice Chairman Carrasco recommended a slogan from a resident for a slogan: “East Cocalico, Where Family and Community Grows”.

RENTAL ORDINANCE: More to come after the Workshop Meeting.

GATING THE WOODY WASTE TO PREVENT ILLEGAL DUMPING PROPOSAL: Deferring to the next Board of Supervisors Meeting in October.

TAX COLLECTOR UPDATE: An advertisement was placed next Wednesday’s Ephrata Review.

NEW BUSINESS FOR DISCUSSION: Nothing to report.

MANAGERS REPORT: Mr. Russell stated that the last two weeks he worked on the MS4 Annual Report and the Budget. Discussions were held on next year’s MS4 Report and its’ changes. Questions were asked which were answered.

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PUBLIC COMMENT (NON-AGENDA ITEMS): Discussions were held concerning the Traffic Impact Fees, Recreation Fees and the proposed LERTA Ordinance which are in part of the four-year model. Discussions continued.

ANNOUNCEMENT: Nothing to report.

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 9:08 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 OR COPY AND PASTE INTO YOUR WEB BROWSER.

https://www.youtube.com/results?search_query=east+cocalico+township+board+of+supervisors+meeting+10-04-2018+part