

WEST COCALICO TOWNSHIP

The organizational meeting began at 9:00 a.m. with the following in attendance:

Supervisors: Jacque Smith, James Stoner and Terry Scheetz.

Others present: Carolyn Hildebrand, Manager; Tom Showalter, Roadmaster; Shelbie Shupp, Administrative Assistant; Donna Reed, Ephrata Review .

James Stoner motioned to appoint Terry Scheetz as temporary Chairman. Jacque Smith seconded the motion. Motion carried.

Jacque Smith motioned to appoint Carolyn Hildebrand as Temporary Secretary. James Stoner seconded the motion. Motion carried.

James Stoner motioned to appoint Jacque Smith as Chairman. Terry Scheetz seconded the motion. The motion carried.

James Stoner motioned to appoint Terry Scheetz as Vice-Chairman. Jacque Smith seconded the motion. Motion carried.

Terry Scheetz motioned to appoint James Stoner as Secretary/Treasurer. Jacque Smith seconded the motion. The motion carried.

Terry Scheetz motioned to reaffirm the following employees:

1. Manager – Carolyn Hildebrand
2. Administrative Assistant – Shelbie Shupp
3. Clerical Worker/Recycling Coordinator – Tammy Emerich
4. Part-time Clerical – Margaret Showalter

James Stoner seconded the motion. The motion passed unanimously.

Terry Scheetz motioned to reaffirm the following road workers:

1. RoadMaster - Thomas Showalter
2. Road Workers  
Fulltime: Doug Miller  
Michael Grant  
Scott Zook

James Stoner seconded the motion. The motion passed unanimously.

Terry Scheetz motioned to reaffirm the following part-time road workers:

1. Dennis Schmeck
2. Richard Pannebecker
3. Marvin Fox

James Stoner seconded the motion. The motion passed unanimously.

Terry Scheetz motioned to recommend the Treasurer's Bond be established for \$500,000.00. James Stoner seconded the motion. The motion passed unanimously.

James Stoner motioned to appoint Larry B. Maier, as Township Solicitor. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to appoint Rettew Associates as the Township Engineering Firm on a project fee basis. Terry Scheetz seconded the motion. The motion passed unanimously.

Terry Scheetz motioned to appoint the following individuals as the Township's Sewage Enforcement Officers:

Allen Madeira SEO #02371, as the Primary Sewage Enforcement Officer and  
1st Alternate – Cynthia E. Hix SEO #01553  
2nd Alternate – Leonard W. Spencer SEO # 03763  
3<sup>rd</sup> Alternate – Brian R. Cobourn, Jr. SEO #pending  
Seth Bacon as Consulting Soil Scientist

James Stoner seconded the motion. The motion passed unanimously.

James Stoner motioned to appoint Carolyn Hildebrand as Zoning Officer. Terry Scheetz seconded the motion. The motion passed unanimously.

Terry Scheetz motioned to appoint Associated Building Inspections, Inc. as the Building Code Official. James Stoner seconded the motion. The motion passed unanimously.

James Stoner motioned to appoint Dennis Schmeck as Emergency Management Coordinator. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to reaffirm the following Schoeneck Fire Police for 2015:

Linda R. Weaver – Captain	John Shirk Jr.
Jay R. Weaver - Lieutenant	Ivan Martin
Paul Gantert-Sergeant	Jerry Fasnacht
Garry Christ	

Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to reaffirm the following Reinholds Fire Police for 2015:

Dwight Walters – Captain	James K. Beard
Dwayne Shank – Lieutenant	Edwin Harting
Curtis R. Enck, Jr.	Gerald Weinhold
Ronald Rutt	Richard Sweigart

Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to reappoint Kent Reich to the Authority for a five year term, to expire 12/31/2019. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to reappoint Terry Eberly to the Zoning Hearing Board for a five year term, to expire 12/31/2019. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to reappoint David Zimmerman to the Planning Commission for a four year term, to expire 12/31/2018. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to reappoint Mark Stoner to the Parks Board for a five year term to expire 12/31/2019. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to appoint Susquehanna Bank as the depository for Township funds. Terry Scheetz seconded the motion. The motion passed unanimously.

Terry Scheetz motioned to approve the attached list of meeting dates for 2015. James Stoner seconded the motion. The motion passed unanimously.

James Stoner motioned to reimburse the Planning Commission, Park Board and Zoning Hearing Board members for expenses in the amount of \$45.00 per meeting attended. Jacquie Smith seconded the motion. The motion passed unanimously.

James Stoner motioned to appoint Carolyn Hildebrand as the voting delegate to the State Convention. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to approve the attached list of employee benefits and holidays for the year 2015. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to approve the attached fee schedule for 2015 zoning permits. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to approve the attached fee schedule for 2015 building inspections. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to retain the Driveway Permit Fee of \$65.00 and Highway Occupancy Permit Fee of \$125.00. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to retain the \$550.00 application fee to go before the Zoning Hearing Board. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to adopt Resolution 01052015 for Sewage Permits. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to appoint Mike Hession as the Cocalico area representative to the LCTCB and Mark Hiester as the alternate delegate. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to approve the minutes from the Supervisors meeting of December 16, 2014, as presented. Terry Scheetz seconded the motion. The motion passed unanimously.

James Stoner motioned to pay the attached list of bills totaling \$1,912.29. Terry Scheetz seconded the motion. Motion carried.

Tom Showalter said there was a hydraulic problem with the new truck that has been worked out. Several stop signs were replaced. A traffic study was done on Sportsman Rd. for 6 days showing an average of 219 vehicles daily. The road crew has been working at Main St. Park removing the mulch and top soil. They installed drain tile and will be putting in rubber mulch.

The Manager's report was presented:

1. Attended the following meetings:
  - a. Zoning Hearing Board – December 18, 2014, 1t 7:00 p.m.
  - b. Regional Police Board – December 23, 2014, at 7:00 p.m.

2. Met with Marty Gerhart on December 22, 2014, to discuss the insurance renewal for the Township.
3. Hosted the Forest Road pre-bid meeting with Tom Showalter and Jim Smoker, Rettew Assoc.; on December 17, 2014.
4. The auditors from Weinhold, Nickel and Company came on Wednesday, December 18, 2014, to do early audit work.
5. Met with JJ Stoner, and Noelle Fortna and Mark Heister from East Cocalico Township to discuss the police service agreement for 2015.
6. Met with Barry Smith, Manor Township Manager, to review what he submits to DEP for Manor's MS4 permit. He provided templates of many forms he created and has offered to review what West Cocalico Township is doing for the MS4 permit and offer suggestions.
7. Submitted the FHWA form to PennDot..
8. Met with Lauren Zumbrun of Rettew Assocs., to work on submitting a grant application for Chapel Gate Park to Williams Company. They are offering grants for projects for recreation and the conservation of natural resources.

There was discussion regarding a police contract with East Cocalico Twp. for 2015. East Cocalico Twp. will be discussing the contract agreement at their 5 pm meeting today. West Cocalico Township's Solicitor recommended that the Township not sign the original letter that came with the contract regarding West Cocalico assuming the unfunded liability.

James Stoner motioned to approve releasing the escrow for Rodney and Nichelle Lehman's Storm Water Management plan in the amount of \$13,341.91, provided that items 1 and 2 on the Rettew Associates letter dated December 22, 2014, are met. Terry Scheetz seconded the motion. The motion passed unanimously.

Jacque Smith asked Carolyn to look into someone parking overnight at the Chapel Gate Park and zoning issues at a property on Swampbridge Rd. and Windy Mansion Rd, as well as a property on Peartown Rd.

The meeting recessed to executive session at 10:12 a.m. to discuss possible litigation.

The meeting reconvened at 11:10 am.

On a motion by Jacque Smith and seconded by James Stoner, the meeting was adjourned at 11:15 a.m.

Respectfully submitted,

James Stoner  
Secretary