**April 22, 2014   
Township Meeting Room**

**WEST COCALICO TOWNSHIP**

Leading the Pledge of Allegiance; the Chairman, Jacque Smith called the meeting to order at 9:04 a.m.

The following were in attendance:

Supervisors: Jacque Smith, Terry Scheetz and James Stoner.

Others Present: Carolyn Friesema, Manager; Shelbie Shupp, Administrative Assistant; Thomas Showalter, Roadmaster; Chief George Beever, Steve Laudenslager, Nicole Shipton, Ray Burns, Dave Powers, Burkholder Paving; Diane Crouthamel, Asphalt Maintenance Solutions; Luke Showalter and Donna Reed, Lancaster Newspapers.

James Stoner motioned to approve the Board of Supervisors minutes from March 25, 2014.

Terry Scheetz seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve the attached list of checks totaling $107,032.57. James Stoner seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve the March, 2014, Treasurer’s Report. James Stoner seconded the motion. Motion passed unanimously.

The bids for Sealcoat and Paving were opened at 9:15 a.m. The results are as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Seal Coat Bidders** | **Location** | **Unit Price** | | **Bid Amount** | |
| Martin Paving, Inc.  531 E. 28th Division Hwy.  Lititz, PA 17543 | 1A 9,616 sq. yds. Bituminous seal coat ¼ in stone  2A 9616 sq. yds. fog seal  49,938 sq. yds. bituminous seal coat  **TOTAL BID** | 1.195  .49  1.025 | | $11,491.12  $4,711.84  $51,186.45  **$67,389.41** | |
| Hammaker East, LTD.  1514 Black Gap Road  Fayetteville, PA 17222 | 1A 9,616 sq. yds. Bituminous seal coat ¼ in stone  2A 9616 sq. yds. fog seal  49,938 sq. yds. bituminous seal coat  **TOTAL BID** | 1.75  .95  1.37 | | $16,828.00  $9,135.20  $68,415.06  **$94,378.26** | |
| Asphalt Maintenance Solutions LLC  PO Box 387  Center Valley, PA 18034 | 1A 9,616 sq. yds. Bituminous seal coat ¼ in stone  2A 9616 sq. yds. fog seal  49,938 sq. yds. bituminous seal coat  **TOTAL BID** | .96  .67  .96 | | $9,231.36  $6,442.72  $47,940.48  **$63,614.56** | |
| **Paving Bid** | **Location** | | **Bid Amount** | |
| Martin Limestone Inc. Div. of NESL dba Burkholder Paving  621 Martindale Road  Ephrata, PA 17522 | Stober’s Dam Rd. from Sandy Hill Rd to Gockley Rd.  Horseshoe Trail Road  Sandy Hill Rd from Mount Airy Rd to Hillside Rd  **TOTAL BID AMOUNT** | | $40,073.51  $139,232.00  $72,318.03  $251,623.54 | |

James Stoner motioned to award the sealcoat bid to the lowest bidder, Asphalt Maintenance Solutions LLC provided all documents are in order. Terry Scheetz seconded the motion. Motion passed unanimously.

James Stoner motioned to award the paving bid to the lowest bidder, Martin Limestone Inc. Div. of NESL, dba Burkholder Paving provided all documents are in order. Terry Scheetz seconded the motion. Motion passed unanimously.

Chief Beever gave the police report as follows:

* Entry was made into the Blainsport Mennonite Church in West Cocalico Township during the night of March 25 & 26. Despite damage incurred during the forced entry, nothing appears to have been taken.
* One person was injured when a motorcyclist struck a parked vehicle in the first block of East Main Street, Reinholds, at 8:10 pm on April 13. A motorcycle operated by an Ephrata resident stuck a 1995 Ford Escort. The motorcyclist was taken to ECH for treatment in a private vehicle.
* On April 13 a resident of the 500 block of Blue Lake Road reported that his credit card had been compromised. He was in possession of the card, so the information must have been compromised on-line.
* A Windstream pole was sheared off near the intersection of West Rt. 897 and Blainsport Road on April 15, after a motorist lost control of her vehicle and struck the pole. The driver suffered minor injuries.
* On April 20 a resident in the 300 block of S. Ridge Road pulled out of their driveway and struck a vehicle on the roadway and left the scene. The incident is being investigated.
* Officer Chris Progin was promoted to the rank of Corporal, effective April 6. He will be replacing Corporal Melissa Arment, who resigned on March 31.
* Two new replacement vehicles will be put into service in a couple weeks.

Chief Beever said he will be meeting today at 2:30 pm with James Stoner, John Weaver and Ray Burns to go over insurance.

There was discussion regarding the Police Board:

* Nicole Shipton, Finance Committee, has an estimate of $456,000 for startup costs. This figure would include the first month’s salaries, rental of facility and legal documentation. The cost would be divided between the four municipalities. It has not been determined how the cost would be distributed. Carolyn and Nicole met with East Cocalico regarding Police Pension.
* James Stoner said a lot of effort has been going into gathering information. The next meeting will be April 24th. They will again be discussing the agreement. The meetings have been going well.
* Ray Burns said he is trying to attend the various municipal meetings to listen and share information. He recently attended Adamstown’s meeting and shared that the meetings are organized, moving smoothly and not a lot of conflict. Realistically there are going to be funds that need to be set-up in the municipalities 2015 budgets for start-up costs. Adamstown requested the police budget by September for budget planning purposes. Chief Beever said they usually have those figures in October or November.

Tom Showalter, gave the Roadmaster’s report as follows:

⚫ Attended with Doug, a workshop on Dirt and Gravel Roads. This workshop is mandatory if   
 the Township would seek founding for low volume paved roads.

* Snow equipment was cleaned up and put away.

⚫ Street sweeping has been completed. Most of April was spent cleaning up roads.

⚫ Seventeen LED wall mounted exterior lights were replaced at the Township Office,   
 Shoeneck Park, Chapel Gate Park, Salt Shed and the Shop. Meadow Valley Electric installed   
 them at no charge to the Township and PP&L supplied the lighting fixtures at no charge.

⚫ The road crew attended an MS4 workshop on April 3rd.

⚫ Attended with Carolyn, the PSATS Conference on April 14-15th.

⚫ The Baseball Fields were groomed.

⚫ An 18 inch sinkhole reappeared on Blainsport Rd. Currently a steel plate is covering the hole. Rettew has started the permitting process to replace the pipe.

Terry Scheetz asked Tom to look at an area on Short Rd. where there is a sinkhole under some brush which he thinks might be in the Township right-of-way.

Carolyn Friesema gave the Manager’s report as follows:

1. Investigated the following complaints/concerns:

a. Dog poop being dumped in street

b. Sediment run off

2. Attended the following meetings:

a. Parks Board – March 26, 2014 at 7:00 p.m.

b. Police Board –March 27, 2014 at 7:00 p.m.

c. West Cocalico Township Authority – April 8, 2014 at 7:00 p.m.

3. Met with Allen Madeira, Berks Enviro Tech, Inc. to discuss changes in the company, as   
 well as septic issues he encounters in the Township.

4. Attended, along with the public works crew, the “Down and Dirty Details” seminar on   
 Thursday, April 3, 2014 at Manchester Township.

5. Held, with Tom Showalter, the pre-bid meeting for paving on Tuesday, April 8, 2014.

6. Submitted the C2P2 grant for Chapel Gate Park on Tuesday, April 15, 2014.

7. Spent quite a bit of time on the phone with various individuals regarding the work PP&L   
 is doing on Swamp Bridge Road. The PUC said PPL is required to do   
 everything the Township has asked them to do. The attorney for PPL has contacted Jim   
 Caldwell, Rettew Assocs., requesting information.

8. Attended, with Tom Showalter, the PSATS conference in Hershey on April 14 and 15,   
 2014.

9. Attended the police pension meeting at East Cocalico Township on Monday, April 21,   
 2014.

There was discussion regarding the certified letters from East Cocalico Township, Adamstown Borough and Denver Borough stating they want to sell the property at 1975 N. Reading Rd. The WCT Supervisors questioned the wording of the certified letters and why they did not include a reserve amount. Larry Maier, WCT Solicitor suggested to Carolyn that the property be sold at public auction with a reserved bid. The auctioneer benefits on getting a higher price for the property. Carolyn stated that Larry Maier said the difference between what the property is sold for and the outstanding loan amount would have to be paid in order for there to be a clear title. There is still over 3 million owed on the loan. Jacque Smith motioned to have the property sold at public auction with a reserved bid of the appraised value. James Stoner seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to contract with Lancaster Farmland Trust to survey the farmers about their farm practices related to MS4, which would be done in 2015 and 2016. James Stoner seconded the motion. Motion passed unanimously.

James Stoner motioned to approve use of township roads for Lancaster Farmland Trust 2014 Pedal to Preserve bike ride on Saturday, June 7, 2014. Terry Scheetz seconded the motion. Motion passed unanimously.

James Stoner motioned to approve use of township roads for Lancaster Bicycle Club’s 36th Annual covered Bridge Metric Century Ride on August 17, 2014. Terry Scheetz seconded the motion. Motion passed unanimously.

There was discussion about replacing the 1997 truck. Recently about $7,600 was spent on redoing the front axle and in the past 7 years about $7,600 more was spent on repairs. There are rust issues with the bell housing, one of the bolts already broke off and will need to be watched. The dump bed is rusting and showing wear, as well. Tom Showalter questioned how long they want to keep sinking money into the truck. James Stoner motioned to approve the purchase of a new truck for the cost of $160,000.00 to replace the 1997 truck under a payment plan to be paid in two years’ time. Terry Scheetz seconded the motion. Motion passed unanimously.

There was discussion about purchasing materials to develop data regarding stream conditions. The testing would be done once a month. Terry Scheetz motioned to approve purchase of materials for storm water testing at a cost of approximately $1,375.00 for equipment and $240.00 for test strips to do 100 tests of 4 items. James Stoner seconded the motion. Motion passed unanimously.

James Stoner motioned to approve purchase of 200 storm water curb markers for MS4 education/public involvement at a cost of approximately $600.00. Terry Scheetz seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve the Lancaster Conservation District using the Township meeting room for a second manure management workshop on May 22th. James Stoner seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to authorize distribution of the SALDO draft for review and comments as required (to be approved June 17). James Stoner seconded the motion. Motion passed unanimously. The SALDO draft is in line with the Lancaster County Ordinance.

Terry Scheetz motioned to approve moving forward with the Blainsport Road pipe replacement. James Stoner seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve the Lamar Weaver Storm Water Management Agreement and Declaration of Easement. James Stoner seconded the motion. Motion passed unanimously. Terry Scheetz motioned to approve an extension until September 2015 for 225 Hickory Road, Denver, plan. James Stoner seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve the Jill A. Sensenig Storm Water Improvement Guarantee. Jacque Smith seconded the motion. James Stoner abstained. Motion passed.

Terry Scheetz motioned to approve the Schoeneck Fire Police assisting with the Schoeneck Memorial Day Parade May 26, 2014, and Schoeneck Community Days on June 21, 2014. James Stoner seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve closing the main entrance of Schoeneck park on May 26, 2014 from 8 a.m. to 12 p.m. for the annual Memorial Day parade and ceremony. James Stoner seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve the purchase of software from Freedom Systems for the street lighting tax at the cost of $4,600 and software for permits at a cost of $11,594. James Stoner seconded the motion. Motion carried unanimously.

The meeting recessed to executive session at 10:38 am to discuss personnel matters.

The meeting resumed at 11:40 am.

On a motion by James Stoner and seconded by Terry Scheetz, the meeting was adjourned at

11:45 am.

Respectfully submitted,

James Stoner  
Secretary