**March 25, 2014
Township Meeting Room**

**WEST COCALICO TOWNSHIP**

Leading the Pledge of Allegiance; the Chairman, Jacque Smith called the meeting to order at 9:00 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; Larry Maier, Solicitor; Chief George Beever, Steve Laudenslager, Rodney Lehman, Nicole Shipton, Donna Reed, Lancaster Newspapers and Matt Martin.

James Stoner motioned to approve the Board of Supervisors minutes from March 6, 2014.

Terry Scheetz seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve the attached list of checks totaling $170,181.97. James Stoner seconded the motion. Motion passed unanimously.

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

Chief Beever gave the police report as follows:

* Charges are pending against a Reading resident, after he was found sleeping on the sofa of a residence in the 100 block of N. Ridge Rd on February 23. The homeowner does not know the intruder, or how he got in the residence.
* A 60-inch flat screen TV, valued at $800, was reported stolen from a residence in the first block of Main Street, Reinholds, on February 24.
* A 17 year old Reinholds area juvenile faces underage drinking charges as the result of a vehicle stop in the 100 block of Mechanic Street at 1:55 a.m. on March 2.
* Ten rolls of wire, valued at approximately $400, were reported stolen from a building in the 2000 block of West Route 897 at about 5:30 am on March 3. The incident is under investigation.
* Cash and other property valued at approximately $1,075 were reported to have been stolen from a residence in the 1200 Mt. Airy Road on March 10. The value of the property has yet to be determined.
* Dwelling fire – officers responded to a dwelling fire at 160 Wollups Hill Road on March 17 and assisted the responding fire companies with traffic control, and to determine if anyone was in the house.
* A new police officer has started and will have 12 to 14 weeks of training.

James Stoner said several times he saw young girls driving ATV’s on Route 897. He asked Chief Beever to have the officers keep an eye out for this.

There was a brief discussion regarding the Police Board:

1. James Stoner said he and Chief Beever have been working on getting insurance quotes. He said the discussion on March 28th will center on the agreement.
2. Nicole Shipton said the Finance Committee has been working with Liz at East Cocalico Township for the purpose of gathering information to understand how the finances need to be handled, what the startup costs would be, what the payroll costs will be and what should be held in a reserve fund. They also are looking at the time line for costs.

Tom Showalter, gave the Roadmasters report as follows:

⚫ Roads were salted or plowed on the following dates February 19, 21, 26, March 3, 17.

⚫ Snow banks were pushed back so that water could drain into storm water inlets.

⚫ East Earl Township was paid for the load of salt that we got from them.

⚫ Two loads of salt were returned to East Cocalico Township.

⚫ There are 50 tons of salt and 100 tons of anti-skid and salt mixture in the salt shed at

 this time.

⚫ All of the trucks and snow equipment were washed and serviced.

⚫ Work was completed on the stairway and a new oven was installed at the rental house.

⚫ All road signs were replaced that were substandard in our yearly inspection.

⚫ New tires were installed on truck 204.

⚫ Anti-skid was cleaned up at all Parks and the Township Office.

⚫ Mower repairs were made.

⚫ Potholes were patched.

⚫ Plasterer Equipment Co. did the one year warranty inspection on the backhoe.

⚫ Met with Carolyn and PPL to discuss driveway and gutter issues on Swamp Bridge Rd.

⚫ Brake repairs were made on truck 696.

⚫ A mail box post was replaced at 10 Clearveiw Dr.

⚫ The road crew attended a Flagger Training Class.

⚫ We started to clean up anti-skid at intersections.

⚫ Paving and chip seal bids should be ready this week.

Carolyn Friesema gave the Manager’s report as follows:

 1. Investigated the following complaints/concerns:

 a. dog barking complaint

 2. Attended the following meetings:

 a. Planning Commission – March 10, 2014 at 7:00 p.m.

b. West Cocalico Township Authority – March 11, 2014 at 7:00 p.m.

 3. Listened with Shelbie to presentations given by two vendors for software to manage the
 street light tax and on lot septic systems effectively. Both software packages also manage
 permits, code enforcement and violations.

 4. Met with the Road Crew and Matt Kofroth from the Lancaster Conservation District who
 provided water sampling training on Tuesday, March 11, 2014.

 5. On Wednesday, March 12, 2014, met with Tom Showalter, Jim Caldwell of Rettew
 Assoc.;Tom Smith, Ciambro Corp; Ed Stelacio and Chris Rockwell, Snoke’s Excavating,
 to discuss issues at the site where PP&L is installing the substation.

 6. Met with DEP and other municipalities from the Cocalico watershed, as well as the
 Chiques watershed, to discuss the new MS4 permit requirements on Thursday, March 13,
 2014, at DEP’s offices.

 7. The Lancaster County Conservation District presented an equine manure management
 workshop at the Township office on Wednesday, March 19, 2014.

Larry Maier, Solicitor; gave a summary of his understanding of how the Board of Supervisors wanted him to proceed with developing a Property Maintenance Ordinance, as well as his own suggestions. He said it his understanding that the Board of Supervisors does not want a comprehensive plan, such as the International UCC Code; but is mainly concerned about health and safety for those in the home, especially children and first responders. Their concern is not with aesthetics. He feels that the best way to handle an Ordinance is to give the Board discretion on how they want to proceed on a case by case basis.

There was discussion regarding the email from Mark Hiester, Manager, East Cocalico Township; regarding parties interested in the 1975 N. Reading Rd. property. He wanted the Boards direction as far as how to handle sale of the property:

1. Sealed bid sale to be arranged
2. Sell to EDC
3. Accept selling the property for no less than the appraised value of $2.49 million.

All three Supervisors were adamant that they were not interested in selling the property for less than the appraised value. Jacque Smith said he wanted to table the discussion until the April 22nd meeting.

James Stoner motioned to add the following roads to the Snow No Parking Ordinance: Mechanic St., Village Hollow development, Circle Drive, Rose Drive, Sandra Circle, Linda Lane, Martin Circle, Boulder Drive, Pebble Lane, Bridle Pathway, Clearview Drive, Hill Drive. Terry Scheetz seconded the motion. Motion passed unanimously.

James Stoner motioned to approve the purchase of a used plow for the tractor not to exceed the cost of $2,400. Terry Scheetz seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve use of Schoeneck park for Wiest Community Church hay ride on June 21st. James Stoner seconded the motion. Motion passed unanimously.

Terry Scheetz motioned to approve the Richard and Nicole Gehman storm water management agreement and declaration of easement. James Stoner seconded the motion. Motion passed unanimously.

James Stoner motioned to approve Lancaster County Conservation District 2014/2015 Memorandum of Understanding. Terry Scheetz seconded the motion. Motion passed unanimously.

The Board of Supervisors took the following actions on the Ben Martin Storm Water Plan:

1. Terry Scheetz motioned to approve the requested modifications:
2. Section 403.1.A-Plan Scale; based on the justification that the tract is a large

 parcel which requires a larger scale to fit on one sheet.

b. Section 610.4.F – Storm Sewer Pipe Size; based upon the justification and

 alternative provided, with the condition that access for cleaning be provided at

 the detention basin outlet structure and that both pipes under the poultry barns

 be reinforced concrete pipe.

James Stoner seconded the motion. The motion passed unanimously.

 2. Terry Scheetz motioned to approve the plan with the following conditions:

a. Items 1 through 12 under Storm Water Management are addressed.

James Stoner seconded the motion. The motion passed unanimously.

James Stoner motioned to approve the Rodney and Nichelle Lehman stormwater improvement guarantee and storm water management agreement and declaration of easement. Terry Scheetz seconded the motion. The motion carried unanimously.

Matt Martin shared with the Board of Supervisors his concern for the lack of available EDU’S hindering business growth as well as development and in turn hurts the township tax base.

Jacque Smith said that business development, as well as residential development is to be concentrated in East Cocalico according to the Lancaster County Comprehensive Plan for the region.

The meeting recessed to executive session at 10:30 am to discuss personnel and legal matters.

The meeting resumed at 11:15 am.

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

11:20 am.

Respectfully submitted,

James Stoner

Secretary