**March 6, 2014
Township Meeting Room**

**WEST COCALICO TOWNSHIP**

The Chairman, Jacque Smith called the meeting to order at 7:00 p.m.

The following were in attendance:

Supervisors: Jacque Smith, Terry Scheetz and James Stoner.

Others Present: Carolyn Friesema, Manager; Shelbie Shupp, Administrative Assistant; Ray Burns, Steve Laudenslager, Terry Bergman and Nicole Shipton.

James Stoner motioned to approve the Board of Supervisors minutes from February 18, 2014.

Terry Scheetz seconded the motion. Motion carried.

James Stoner motioned to approve the attached list of checks totaling $112,009.48. Terry Scheetz seconded the motion. Motion carried.

An update was given by James Stoner, Nicole Shipton, Ray Burns and Carolyn Friesema regarding the Police Board. They shared that the Board is made up of a lot of great people who come with a positive attitude and have been working very hard on gathering information.

* The 3rd meeting was held on 2/20/14.
* A 2015 start-up date for regionalization is unrealistic because all the municipalities already have their budget in place for 2014 and do not have money allotted for start-up costs.
* All the committees will be reviewing the draft agreement at the March meeting and possibly the April meeting.
* The agreement will have a clause to allow other municipalities to join.
* The Finance Committee is pulling together accurate costs for start-up and is planning on giving each municipality a full financial package of these costs.
* The letters for a DCED grant have been completed but have not been mailed. The feasibility study still needs to be completed and will take about 3 months.

Carolyn Friesema and Terry Scheetz will go over sample Property Maintenance Ordinances to work on an acceptable draft and then will submit it to Larry Maier to finalize.

James Stoner motioned to approve Jamie and Jennifer Musser Storm Water Management Agreement and Declaration of Easement. Terry Scheetz seconded the motion. Motion carried.

After discussion, Jacque Smith motioned to not refund the residential permit fee for 295 S. Cocalico Road to Blue Lake Builders because the Township had already incurred administrative costs for completing the permit. Terry Scheetz seconded the motion. Motion carried.

James Stoner motioned to adopt resolution 03062014 to purchase real property located at 90 Creamery Road, Reinholds, by a written agreement for the purchase price of $62,000, in lieu of condemnation of the property. Terry Scheetz seconded the motion. Motion carried.

Terry Scheetz motioned to adopt resolution to apply for the DCNR C2P2grant for the Chapel Gate walking trail project. James Stoner seconded the motion. Motion carried.

James Stoner motioned to approve the Installation and Maintenance Agreement for Commercial Holding Tank Facility for 290 S Windy Mansion Road. Terry Scheetz seconded the motion. Motion carried.

James Stoner motioned to approve advertising for seal coat and paving bids. Terry Scheetz seconded the motion. Motion carried.

Carolyn Friesema gave the Manager’s report as follows:

 1. Investigated the following complaints/concerns:

 a. Snow plowing

 b. Manure spreading

 c. E & S issues at PP&L substation site on Swampbridge Rd.

 2. Attended the following meeting:

 a. Regional Police Board – February 20, 2014, at 7:00 p.m.
 3. Met with Kathy Thren, Adamstown Area Library on Wednesday, February 12, 2014.

 4. Bob Bechtel, MIB came on Monday, February 24th, 2014, to begin the insurance valuation process.

 5. The Susquehanna River Basin Commission came on Tuesday, February 25th, 2014, to go over the docket for Well 2 and to visit the well sites.

 6. Attended the manager’s luncheon on Wednesday, February 26th, 2014.

 7. Visited Dee Dee McQuire, West Lampeter Manager on February 27th, 2014, to see their MS4 paperwork and procedures. West Lampeter recently had a consultant work with them regarding the new MS4 permit requirements.

 8. Discussed with Lauren Zumbrun, Rettew, the possibilities of re-applying for the DCNR
 C2P2 grant for the Chapel Gate Park walking trail.

 9. The Liquid Fuels payment was received. It was $24,254.74 and was more than was
 budgeted, which is based on the estimate given to us by the state.

Jacque Smith suggested that the Supervisors go with Carolyn and Tom Showalter to look at the roads.

The meeting recessed to executive session at 8:12 pm to discuss legal and personnel matters.

The meeting resumed at 9:45 pm.

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

9:50 pm.

Respectfully submitted,

James Stoner

Secretary