**January 21, 2014   
Township Meeting Room**

**WEST COCALICO TOWNSHIP**

Leading the Pledge of Allegiance; the Chairman, Jacque Smith called the meeting to order at 9:06 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; Ray Burns, Lamar Eberly, Pat Hetrick, and Jenni Wentz, Lancaster Newspapers.

The Board received public comment regarding the following:

* Ray Burns asked if the Board of Supervisors are going to respond to the news that the Reinholds branch of Fulton Bank will be closing. James Stoner said he believes that it is a business decision and they are looking at the bottom line as any other business does. Jacque Smith said that there is nothing the Board of Supervisors can do about the decision.
* Lamar Eberly asked the Board of Supervisors to address the fly situation before spring. James Stoner and Jacque Smith said Carolyn is working with Dr. Greg Martin from Penn State to address the problem. Dr. Martin is working with the farmer where the problem seems to be originating and is planning to visit the farm in February to make sure they are following through with his recommendations. Carolyn will continue to follow-up with Dr. Martin.

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

Terry Scheetz seconded the motion. Motion carried.

Terry Scheetz motioned to approve the attached list of checks totaling $61,089.72. James Stoner seconded the motion. Motion carried.

James Stoner motioned to approve the December, 2013, Treasurer’s Report. Terry Scheetz seconded the motion. Motion carried.

Chief Beever said he will be attending the Township morning meetings because East Cocalico Township has changed their evening meeting to the 1st Thursday of the month. He gave the police report as follows:

* One person was injured in a car crash in the area of 140 E. Queen St. in Schoeneck at 5:55 am on January 13. Icy road conditions contributed to the crash.
* A driver lost control of his vehicle near the intersection of S. Cocalico and Shenks Mill Roads at about 5:00 am on January 15. He went off the road and struck a utility pole. He was not injured.
* A driver escaped injury when she lost control of her vehicle in the 900 block of S. Cocalico Road at about 8:30 am on January 15. She went off of the road and struck several trees.
* There will be three officers retiring. There will be one officer hired at entry level to replace Melissa Arment who is retiring in March. The interviews for this position will be started in late February. Chief Beever said this will keep the staff at the agreed upon level.

James Stoner thanked Chief Beever and his officers for citing truck drivers that are using the Township roads which are not to be used by trucks.

The next Police Board meeting will be on January 23, 2014, 7:00 p.m. at East Cocalico Twp.

Tom Showalter gave the Roadmaster’s report as follows:

* One of the mowing tractors was serviced.
* All trucks and snow equipment were washed and serviced after each snow event.
* On January 11th high water signs were put up on the following roads: Hackman Rd., Indiantown Rd., Project Dr., Hickory Rd. and Peartown Rd.
* The Road Sign Inventory and Retro reflectivity Inspection, was completed for 2014.
* Salting and plowing was done on the following dates, January 2nd, 4th, 5th, 9th, 10th,, and 15th. The trucks traveled 1,505 miles, used 435 gallons of fuel; 117 hours and 204 tons of salt and antiskid were used.
* Five loads of salt were delivered so far this year and two loads are to be delivered on January 21st.

The next Police Board meeting will be on January 23, 2014, 7:00 p.m. at East Cocalico Twp.

Carolyn Friesema gave the Manager’s report as follows:

1. Investigated the following complaints/concerns:

a. Snow plowing complaints

b. Water/Sewer rates

2. Attended the following meetings:

a. West Cocalico Township Authority – January 14, 2014, at 7:00 p.m.

b. Zoning Hearing Board – January 16, 2014, at 7:00 p.m.

3. Attended a FEMA flood meeting on January 7, 2014, at 8:45 a.m. to receive information   
 on the new FRIM maps which are in the process of being released.

4. Met with Brian Weist from Weinhold, Nickel and Company on Friday, January 10, 2014;   
 to go over some preliminary items for the Township audit.

5. Weinhold, Nickel and Company staff were here January 13, and 14, 2014, for the 2013   
 audit.

6. Filed the Floodplain Management Activities Annual Report Form to DCED and Liquid   
 Fuels Report to PennDot.

7. Worked with Allied Control Systems over a few days to make repairs to the SCADA   
 water monitoring system and Well House 1.

8. Discussed with Tom the Stevens Court development and traffic issues at Short Road and   
 Line Road.

9. Worked with Barry Wagner regarding construction being done before a permit was   
 issued, as well as the permitting for installation of temporary housing.

There was discussion regarding the rental property at 360 W. Route 897. Carolyn and Tom asked the Supervisors to come up with a plan as to how they want the property handled; whether they want to be pro-active or reactive in maintaining the property. The Supervisors said the property was originally to be a park but the Village Hollow Homeowner’s association would not provide an easement for the additional land needed to create the park. The Township had previously tried twice to sell the property. Safety concerns will be addressed, which includes adding walls to both sides of an inside stairway and backs to the steps.

There was discussion regarding adopting a property maintenance code, which was discussed previously. The topic was brought up again because of concern for children being at a property that does not have electric or water and is in deplorable condition. Terry Scheetz expressed his concern that in adopting such a code someone could be put out of their home because they couldn’t afford the repairs. Jacque Smith said the Supervisors concern is for the general welfare of the public. The Supervisors asked Carolyn to work with Larry Maier and Randy Maurer to put together a policy that would give the Supervisors the final say on how each case is handled.

Carolyn said the auditors suggested the Treasurer’s bond be increased to cover the highest level of cash available, which would be about $2,000,000. She will get a quote for increasing the bond.

James Stoner motioned to approve Ordinance 124 – Amendment to the Cooperative Municipal Police service agreement between ECT and WCT. Terry Scheetz seconded the motion. Motion carried.

Carolyn and Tom shared that the Snow Emergency Policy for Chapel Gate achieved good results and they would like to extend it to all the cul-de-sacs and other developments where appropriate. James Stoner motioned to approve extending the Snow Emergency Policy to all the cul-de-sacs and other developments where appropriate, to be phased in this year. Terry Scheetz seconded the motion. Motion carried.

There was discussion regarding how to address complaints about yards and mailboxes being damaged as a result of snow plowing. James Stoner motioned to continue with the current practice of repairing mailboxes when one of our drivers is aware of hitting a mailbox with a plow and repairing sod when the Roadmaster determines there is extensive damage. Terry Scheetz seconded the motion. Motion carried. Carolyn stated 99.9% of the complaints were regarding mailbox and sod damages that were in the Township right-of-way.

Terry Scheetz motioned to pay the invoice from the District Attorney for the Lancaster County Drug Enforcement Task force in the amount of $7,280.00. Jacque Smith seconded the motion. Motion carried.

Carolyn Friesema said Marty Gerhart of Harding Yost suggested that the Township properties be valuated to make sure the properties are insured properly. The cost will range from $1,370 to $1,530 with a 10% discount since the Authority is also doing it. James Stoner motioned to have a valuation done for the Township properties to make sure they are insured properly. Terry Scheetz seconded the motion. Motion carried.

There was discussion regarding the recent news that Perdue is not renewing their lease at 1975 N. Reading Rd. The lease runs out in April. James Stoner shared that the building is in poor condition. The Supervisors agreed that they are not interested in spending more money on repairs and they do not want to give the property away. Terry Scheetz stated he does not want the municipalities to panic or alter the plans for the property. The 1975 N. Reading Rd. property will be on the agenda for the Regional Meeting to be held at West Cocalico Township on January 28, 2014, at 7:00 pm.

The meeting recessed to executive session at 10:45 am to discuss legal matters.

The meeting resumed at 12:15 pm.

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

12:20 pm.

Respectfully submitted,

James Stoner

Secretary