

WEST COCALICO TOWNSHIP

The organizational meeting began at 7:00 p.m. with the following in attendance:

Supervisors: James Stoner, Leon Eby and Jeff Sauder.

Others present: Carolyn Hildebrand, Manager; Joielyn Current, Administrative Assistant; Tom Showalter, Roadmaster; Jim Caldwell, Rettew Associates; Sergeant Shupp, Ephrata Police Department; Kim & Bill Porter, Denver; Susan Fleming, Denver and Justin Stoltzfus, LNP.

J. J. Stoner motioned to appoint Leon Eby as temporary Chairman. Jeff Sauder seconded the motion. The motion passed unanimously.

J. J. Stoner motioned to appoint Jeff Sauder as temporary Secretary. Leon Eby seconded the motion. The motion passed unanimously.

Leon Eby motioned to appoint the James J. Stoner as Chairman. Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to appoint Leon Eby as Vice-Chairman. J.J. Stoner seconded the motion. The motion passed unanimously.

Leon Eby motioned to appoint Jeff Sauder as Secretary. J.J. Stoner seconded the motion. The motion passed unanimously.

J. J. Stoner motioned to appoint Jeff Sauder as Treasurer. Leon Eby seconded the motion. The motion passed unanimously.

J.J. Stoner motioned to reaffirm and appoint the following office workers:

1. Manager – Carolyn Hildebrand
2. Administrative Assistant – Joielyn Current
3. Administrative Assistant/Recycling Coordinator – Tammy Emerich
4. Part-time Administrative Assistant – Yolanda Hackman

Jeff Sauder seconded the motion. The motion passed unanimously.

Leon Eby motioned to reaffirm the following road worker:

1. Roadmaster – Tom Showalter

Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to reaffirm the following road workers:

- Full-time - Doug Miller
- Michael Grant
- Kent Reich
- Michael Eberly

J.J. Stoner seconded the motion. The motion passed unanimously.

Leon Eby motioned to reaffirm the following road workers;

Part-time - Marvin Fox  
Steve Leed  
Richard Pannebecker  
Nick Reich  
Dennis Schmeck  
Nate Sauder  
Michael Grant

Jeff Sauder seconded the motion. The motion passed unanimously.

Leon Eby motioned to establish the Supervisor's Bond for \$500,000.00/each. J.J. Stoner seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to appoint Morgan, Hallgren, Crosswell and Kane (Josele Cleary as lead), as Township Solicitor. Leon Eby seconded the motion. The motion passed unanimously.

Leon Eby motioned to appoint Kluxen, Newcomer, Dreisbach (Melvin Newcomer as lead) as Zoning Hearing Board solicitor. Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to appoint Rettew Associates (Jim Caldwell as lead) as Township Engineer. Leon Eby seconded the motion. The motion passed unanimously.

Leon Eby motioned to appoint Spencer SEO Services LLC as the Township's Sewage Enforcement Officers:

Len Spencer SEO #03763, as the Primary Sewage Enforcement Officer and  
1st Alternate – Jesse Rothacker SEO #03980  
2<sup>nd</sup> Alternate – Dave Lockard SEO #01074

Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to appoint Mack Engineering, Inc. as Zoning Officer. Leon Eby seconded the motion. The motion passed unanimously.

Leon Eby motioned to appoint Associated Building Inspections, LLC, Commonwealth Code Inspection Service, Inc., and Technicon Enterprises, Inc. as the Building Code Official. Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to appoint Dennis Schmeck as Emergency Management Coordinator. J.J. Stoner seconded the motion. The motion passed unanimously.

Leon Eby motioned to reaffirm the following Schoeneck Fire Police for 2020:

Linda R. Weaver – Captain	John Shirk Jr.
Jay R. Weaver - Lieutenant	Ivan Martin
Paul Gantert	Rodger Sweigart
Gerald Weinhold	Ryan Spitler

Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to reaffirm the following Reinholds Fire Police for 2020:

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

Leon Eby seconded the motion. The motion passed unanimously.

Leon Eby motioned to reappoint Larry Gensemer to the Authority Board for a five year term, to expire 12/31/2024. Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to reappoint Terry Eberly to the Zoning Hearing Board for a five year term, to expire 12/31/2024. J.J. Stoner seconded the motion. The motion passed unanimously.

Leon Eby motioned to reappoint Matthew Meck and Kori Walter to the Planning Commission for a four year term, to expire 12/31/2023. Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to reappoint Mark Klumpp to the Parks Board for a five year term to expire 12/31/2024. Leon Eby seconded the motion. The motion passed unanimously.

Leon Eby motioned to reappoint Henry Freed as the Vacancy Chair. J.J. Stoner seconded the motion. The motion passed unanimously.

J. J. Stoner motioned to reappoint Ephrata National Bank as the depository for Township funds. Leon Eby seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to reimburse the Planning Commission, Park Board and Zoning Hearing Board members for expenses in the amount of \$45.00 per meeting attended. Leon Eby seconded the motion. The motion passed unanimously.

Leon Eby motioned to appoint Carolyn Hildebrand as the voting delegate to the State Convention. Jeff Sauder seconded the motion. The motion passed unanimously.

J.J. Stoner motioned to approve the attached list of employee benefits and holidays for the year 2020. Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to approve the attached fee schedule for 2020 zoning permits. Leon Eby seconded the motion. The motion passed unanimously.

J.J. Stoner motioned to approve the attached fee schedule for 2020 building inspections for 3 approved firms. Jeff Sauder seconded the motion. The motion passed unanimously.

Leon Eby motioned to retain the Driveway Permit Fee of \$65.00 and Highway Occupancy Permit Fee of \$125.00. Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to retain the \$650.00 application fee to go before the Zoning Hearing Board and UCC Appeal Board. Leon Eby seconded the motion. The motion passed unanimously.

Public Comment – none

Jeff Sauder motioned to approve the minutes from the meeting on December 17, 2019 as presented. Leon Eby seconded the motion. The motion passed unanimously.

Leon Eby motioned to approve the attached list of checks totaling \$16,836.99. Jeff Sauder seconded the motion. The motion passed unanimously.

Sergeant Shupp, Ephrata Police Department presented the police report as follows:

1. There were a total of 127 incidents in the township for the month of December

Engineer Report – Jim Caldwell, Rettew Associates presented the engineer’s report as follows:

1. Stone Gate Subdivision is underway.
2. Mill Road to close on January 10, 2020
3. Waiting on Horseshoe Trail Road to be completed.
4. Subdivision plan is complete on Creamery Road.

Mill Road Bridge – Starting January 10. Rettew will be requesting the project schedule.

Schoeneck Road Safety Audit – Carolyn spoke with Steve Sawyer from Ephrata. He will talk with his Board of Supervisors to see if they are interested in participating in the audit.

Water Testing and Education Event – To be held at West Cocalico Township in the spring 2020. Exact date TBD. The event will be published on the township website and Facebook page.

Leon Eby motioned to reduce Gary and Jalisa Burkholder financial security escrow by \$27,064.07 to \$7,481.43. Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to approve advertising for bid farm lease of land at 55 Creamery Road property. Leon Eby seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to reduce James Lapp-Poultry Barn financial security escrow by \$8,065.00 to \$14,750.00. Leon Eby seconded the motion. The motion passed unanimously.

Leon Eby motioned to purchase 2020 F-350 chassis for an amount not to exceed \$33,650.00. Jeff Sauder seconded the motion. The motion passed unanimously.

Jeff Sauder motioned to adjourn the meeting at 8:00 p.m. Leon Eby seconded the motion. The motion passed unanimously.

Respectfully submitted,

Jeff Sauder  
Secretary