

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on January 7, 2013

The re-organization and regular meeting of the Board of Supervisors of East Donegal Township was held on Monday, January 7, 2013 at 5:00 PM in the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta, PA 17547.

The meeting was called to order by Supervisor Allen D. Esbenshade.

Roll call of Supervisors: Present were Allen D. Esbenshade, Chairman; Dennis J. Drager, Vice Chairman; John Murphy, Member and Jeffrey Butler, Township Manager.

Supervisor Esbenshade led with a Prayer and Pledge to the Flag.

Re-Organization of the Board:

Mr. Jeffrey Butler was nominated Acting Chairman. The Acting Chairman called for nominations from the floor.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to nominate Mr. Drager as Chairman, Mr. Esbenshade as Vice-Chairman, Mr. Butler as Secretary and Joyce Boyer as Treasurer for 2013. A short discussion was held. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes and Mr. Drager; yes. Motion carried.

Public attendance is attached.

An opportunity was given for the public to make comments on items included or not included on the agenda. None were heard.

The Board approved the minutes for December 6, 2012 by a motion made by Mr. Murphy and seconded by Mr. Drager. Discussion: None. Vote: Mr. Murphy; yes, Mr. Drager; yes, Mr. Esbenshade abstained. Motion carried.

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to approve the Treasurer's Reports for the Township and Maytown east Donegal Township Fire Department and approve the payment of all bills. Discussion none. Vote: Mr. Murphy; yes abstaining from Check #47048 to Community National Bank, Mr. Esbenshade; yes, and Mr. Drager; yes. Motion carried.

Consent Calendar:

Mr. Drager call for comments on the items listed on the Consent Calendar.

Mr. Drager indicated that his term on the Township Sewer Authority ends December 31, 2012 and that his name should be added to item e. of the Consent Calendar.

The Board discussed the Supervisor appointment to the Susquehanna Regional Police Commission. I was agreed to appoint Mr. Murphy as the Township representation and Mr. Esbenshade as the alternate representative.

Mr. Butler highlighted the changes proposed to the Refuse and Recycling Fees for 2013. The annual collection fee has been reduced by \$20.00 and additional tag fees, other than appliance tags, have been reduced.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to approve the Consent Calendar items a. through and including v. as follows. Discussion – none. Vote: Mr. Murphy; yes abstaining from item o. regarding the approval of Union Community Bank, Mr. Esbenshade; yes, and Mr. Drager; yes. Motion carried.

- a. Approved the following Staff Appointments:
 - 1) Jeffrey L. Butler as the East Donegal Township Manager and Township Secretary
 - 2) Joyce E. Boyer as Township Treasurer
 - 3) Brian Scott Schaefer Township as Roadmaster
 - 4) Nancy Lengle as the East Donegal Township Zoning Officer and East Donegal Township Building Code Official.
- b. Planning Commission — Approved the reappointment of Thomas Johnstin, Phil Kling, Michael Brubaker and Cynthia Labuda to the East Donegal Township Planning Commission for a five-year term until December 31, 2017.
- c. Zoning Hearing Board — Approved the reappointment of Brent L. Hershey to the East Donegal Township Zoning Hearing Board for a three-year term until December 31, 2015.
- d. East Donegal Township Municipal Water Authority — Approved the reappointment of James Leonard for a five-year term until December 31, 2017.
- e. Appointed Mr. Murphy as representative on the Susquehanna Regional Police Commission and Mr. Esbenshade as alternate representative.

Approved the reappointment of Mr. Drager to the East Donegal Township Sewer Authority for a five-year term until December 31, 2017.
- f. Approved the execution of the building lease for Susquehanna Regional Police Department for the year 2013 for the address of 188 Rock Point Road.
- g. Maytown-East Donegal Township Fire Department Board of Directors - Approved the reappointment of Robert Welcomer to the Maytown-East Donegal Township Fire Department Board of Directors for a three year term until December 31, 2015.

- h. Approved reappointment of Stephen Mohr as the Animal Control Officer
- i. Vacancy Board — Approved the reappointment of Pat Vogel to the East Donegal Township Vacancy Board for a one (1) year term until December 31, 2013.
- j. Township Engineer – Approved the reappointment of David Miller/Associates, Inc. as the Township Engineer.
- k. Alternate Township Engineer - Approved the reappointment of D.C. Gohn Associates, Inc. as the Alternate Township Engineer.
- l. Township Solicitor — Approved the reappointment of Bradford J. Harris, of Good and Harris, LLP, as the Township Solicitor.
- m. Zoning Hearing Board Solicitor - Approved Neil Albert as legal counsel for the Zoning Hearing Board.
- n. 2013 PSATS Convention – Approved the appointment of Jeffrey L. Butler as the voting delegate and Allen Esbenshade as the alternate voting delegate at the 2013 PSATS Convention on the dates of April 21 to April 24, 2013.
- o. Banks for Deposit of Township Funds - Approved the following banks for the deposit of Township funds:
 - 1) Union Community Bank
 - 2) PA Local Government Investment Trust
- p. Approved Resolution 2013-1 appointing David Lockard as Sewage Enforcement Officer with Dylan Sites as alternate and establish the rates as follows:
 - 1) An hourly rate of \$37.50/hour
 - 2) A charge of an hourly rate while conducting percolation testing of \$22.50/hour
 - 3) Clerical \$18.00/hour
 - 4) Mileage to be \$0.565/mile
 - 5) Sewage Permit Fees
 - a. Single Family residential and multi-family residential sewage system \$135.00
 - b. Commercial, recreational, and institutional sewage system \$210.00
 - c. Holding tanks \$210.00
- q. Approved Resolution 2013-2 authorizing payment of payroll and procurement card purchases prior to Board approval.
- r. Approved the 2013 wage schedule for Township Employees (attached).

- s. Approved the following Refuse and Recycling fees for 2013:
 - 1) Refuse/Recycling Collection - \$190.00 per year. The fee will be billed as \$95.00 payable semi-annually. A \$10.00 discount will be applied if yearly total of \$190.00 is paid on or before February 28, 2013.
 - 2) Extra trash and Yard Waste/Grass Tags - \$1.00 each
 - 3) Oversized Item Tags - \$3.00 each
 - 4) Appliance Tags - \$12.00 per Appliance
 - 5) Tire Tags - \$2.00 per Tire
 - 6) Wheel tags - \$2.00 per Wheel
- t. Approved contracting Tiger Trash for the provision of Portable Toilets as follows: Two (2) located at the Maytown-East Donegal Township Fire House for Fuhrman Park, one (1) at Riverfront Park, one (1) at Legion Park, and one (1) at R&J Field.
 - Proposal
 - Regular Unit w/Hand Sanitizer/Paper, 1x/Week Service - \$45.00 per month
 - Handicap Unit w/Hand Sanitizer/Paper, 1x/Week Service - \$75.00 per month
- u. Approved the following improvement guarantee reductions for Sheetz Final Land Development Plan:
 - 1) Letter of Credit No. 030812A – recommended reduction of \$769,003.67 (Remaining balance \$28,308.78)
 - 2) Letter of Credit No. 030812B – recommended reduction of \$113,196.60 (Remaining balance \$167,695.00)
- v. Approved of time extension for Township action on the Marietta DPP VII, LLC Final Subdivision and Land Development Plan– prepared by Steckbeck Engineering and Surveying, Inc., dated October 18, 2012. The Township shall have until April 5, 2013 which to consider action on the plan.

Liaison Assignment Reports –

- a. Administration/Personnel - Supervisor Esbenshade - None
- b. Finance - Supervisor Murphy - None
- c. Parks and Recreation - Supervisor Esbenshade - None
- d. Planning and Development - Supervisor Drager - None
- e. Public Safety - Supervisor Murphy - None
- f. Public Works - Supervisor Drager – None

Zoning Officer's report: For the month of December 2012, Permit #Z-012159 through Permit #Z-012174 was issued for a total value of \$955,001.00. Total Zoning Fees collected equaled \$15,137.00.

Susquehanna Regional Police Department Incident Report for December 2012.

Maytown-East Donegal Township Fire Department: Total calls in November 2012 – 66.

Northwest Emergency Medical Services responded to 46 calls in East Donegal Township in December 2012. The total number of calls responded to in East Donegal Township in 2012 was 557.

Fire Department Mount Joy: For the month of December 2012, the Fire Department Mount Joy responded to 1 first due and 2 mutual aid calls in East Donegal Township.

Roadmaster's Report: The December 2012 Report was received.

Announcements:

The next regular meeting of the Board of Supervisors will be held on Thursday, February 7, 2013 at 7:30 PM.

Adjourn: A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to adjourn at 5:30 PM.

Respectfully Submitted,

Jeffrey L. Butler, Township Secretary