

The Board's Minutes of the East Donegal Township Board of Supervisors  
Held on April 3, 2014

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, April 3, 2014 at 7:30 PM in the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta, PA 17547.

The meeting was called to order by Supervisor Dennis J. Drager.

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

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

Lisa Houser and Eric Diaz, teachers within the Donegal School District were present to discuss their request for support of a grant application that would result in a mosaic placed on the retaining wall located within Riverfront Park. Mr. Diaz explained that the mosaic would represent a collection of ideas of Intermediate School art students regarding the culture, history and ecology of the region. The grant, through the PA Department of Conservation and Natural Resources, would fund a 30-day artist residency to work with the students. The installation of the mosaic would take place over a series of community days.

In response to questions by the Board, Mr. Diaz indicated that the final imagery design of the mosaic would be provided to the Township prior to the start of the project. It's anticipated, provided the project is awarded the grant, that the images would be presented in October 2014.

Mr. Michael Guinivan, a member of Township Park Commission, indicated that the Commission had not received the request and therefore didn't have a recommendation for the Board. Supervisor Murphy expressed a concern that the mosaic be consistent with the direction the Park Commission has for the park.

A motion by Mr. Esbenshade to provide a letter of support for the project for inclusion in the grant application, and grant the approval to place the mosaic in Riverfront Park, subject to the Board of Supervisors having final design approval of the mosaic, was seconded by Mr. Murphy. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes, Mr. Drager; yes. Motion carried.

Mr. Drager indicated another request for a letter of support for an art project within Riverfront Park was received from local artist Kevin Lehman. Mr. Lehman was not present to discuss the request so the Board did not take action on the request.

Adam Kosheba, Chief, Maytown East Donegal Township Fire Department was present to discuss the Department's plans to purchase a used vehicle for the rescue box truck body from the

vehicle. The box would then be placed on a new truck to be purchased by the Department's Fireman's Relief Fund.

In addition, the Department would like to sell the 1980 Mack rescue/QRS vehicle. The funds from the sale of the vehicle are intended to be used as part of the building fund needed for renovations to the Department's station.

A motion by Mr. Murphy to permit the sale of the 1980 Mack, and utilize the funds received as part of the building fund, was seconded by Mr. Esbenshade. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes, Mr. Drager; yes. Motion carried.

The Board approved the minutes for March 6, 2014 by a motion made by Mr. Murphy and seconded by Mr. Esbenshade. Discussion: None. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes, Mr. Drager; yes. Motion carried.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy 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; Mr. Esbenshade, yes; and Mr. Drager; yes.

Mr. Drager acknowledged the receipt of the Balance Sheets for all Township Funds which were mailed to each Supervisor dated March 12, 2014.

Consent Calendar:

The Board discussed the following agenda items pulled from the consent calendar for individual consideration and action.

Mr. Drager indicated that he is employed by the applicant of the Final Subdivision Plan for Burma Road Associates, LLC and therefore would abstain from the discussion and voting.

Mr. Esbenshade made a motion to approve the Final Subdivision Plan for Burma Road Associates, LLC— prepared by D.C. Gohn Associates, Inc., dated May 23, 2013, last revised March 3, 2014, and grant the following modifications to Township requirements:

Modification to Chapter 22, Part 3, Section 302. - Preliminary Plan Processing – To waive the required filing of a preliminary plan application.

Modification to Chapter 22, Part 4, Section 403.2.U. – Street Cross-sections– To waive submission of cross-sections for existing streets fronting the property.

Modification to Chapter 22, Part 4, Section 403.3.I. – Erosion and Sedimentation Control Plan- To waive the submittal of an erosion and sedimentation control plan.

Modification to Chapter 22, Part 4, Section 403.3.L. – Financial Securities – To waive the submittal of a financial guarantee ensuring completion of improvements.

Modification to Chapter 22, Part 4, Section 403.3.N. – Existing Feature Impact Statement – To waive the submittal an analysis of the effect of the development on existing site features.

Modification to Chapter 22, Part 5, Section 503.1.I. – Roadway Improvements – To waive the requirement to improve existing streets at the perimeter of the development to current Township standards.

Modification to Chapter 22, Part 5, Section 503.1.J. – Traffic Impact Study – To waive the submittal a Traffic Impact Study.

Modification to Chapter 22, Part 5, Section 505.2. – Private Street Access – To permit access to existing lots through use of a private access drive.

Modification to Chapter 22, Part 5, Section 510.5. – Environmental Analysis – To waive the submittal of an analysis of the impact on wetlands, floodplains, wildlife habitat, natural areas, etc.

Modification to Chapter 22, Part 6, Section 604.5.A. and 604.5.B. – Private Streets – To permit a private access drive (existing) having a width less than twenty-four (24') feet.

Modification to Chapter 22, Part 6, Section 604.4.A., 604.4.B. and 604.4.C. – Arterial Street Improvements– To waive roadway improvements to State Route 441.

Modification to Chapter 26, Part 1, Section 104.4. – Stormwater Management – To waive the submittal of a Stormwater Management Plan.

Such approval is subject to the following conditions (all references are to the Code of Ordinances of East Donegal Township, unless noted otherwise):

All plan certificates shall be completed and appropriate seals affixed prior to submission of mylars for Township signature. (Chapter 22, Part 4, Section 403.3.F.)

The Applicant's written acceptance of the conditions within thirty (30) days from receipt of written notice of plan approval by the Township Board of Supervisors, on a form provided by the Township.

If the conditions are not accepted, the approval by the Board of Supervisors will be revoked, and the application will be denied for the reasons listed as conditions of approval of the Plan and ordinance modifications.

The motion was seconded by Mr. Murphy. Discussion none. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, abstained.

Mr. Murphy inquired about the scope of services involved with the proposal prepared by CHL Associates Architects for architectural and engineering services related to the renovation and expansion of the Township offices and Susquehanna Regional Police Department facilities. Mr. Butler indicated that the scope includes preparation of all bidding documents and plans needed to meet the requirements of the Second Class Township Code and state bidding requirements. The services including all structural, mechanical, plumbing, and electrical engineering services required for the project. The proposal reflects the complexity of dealing with bidding requirements of multiple prime contractors and the nature of dealing with municipal and police facilities.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to acceptance the *Fee Proposal for Architectural and Engineering Services* submitted by CHL Associates Architecture for a fixed fee of \$167,380.00 for services related to the renovation and expansion of the Township offices and Susquehanna Regional Police Department offices. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes and Mr. Drager; yes. Motion carried.

Mr. Murphy indicated that he is employed by Union Community Bank and therefore would abstain from the discussion and voting on the agenda item related to closing the Highway Aid Fund account. A motion was made by Mr. Esbenshade, and seconded by Mr. Drager, directing the Township Treasurer to close Highway Aid Fund account at Union Community Bank and utilize PLGIT account for all Liquid Fuels deposits and checks. Vote: Mr. Murphy; abstain, Mr. Esbenshade; yes and Mr. Drager; yes. Motion carried..

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the following Consent Calendar items. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes and Mr. Drager; yes. Motion carried.

- Approve execution of the 2014/2015 Memorandum of Understanding (MOU) between the Lancaster County Conservation District and East Donegal Township. The MOU serves as a joint commitment to control erosion and to minimize sediment pollution to the waters of the Commonwealth that may result from earthmoving activities and to serve as a basis for stating the roles of each party in administering the provisions of the Township's erosion and sedimentation control regulations.
- Approve the Improvement Guarantee release for Susquehanna Bank Final Land Development Plan. Current Account Balance is \$1,500.00. The amount of the reduction recommended by the Township Engineer is \$1,500.00. The release of the Improvement Guarantee is subject to the developer providing the Township an 18-month

maintenance security in the amount of 15% of the cost of those improvements within the right-of-way offered for dedication to the Township.

- Approve the request of Cub Scout Pack 150 to hold their 2<sup>nd</sup> Soap Box Derby on Saturday, April 26, 2014 from 9:00 AM to Noon. The event will require the closure of Eleanor Drive from 8:00 AM to 1:00 PM. The Pack is responsible for providing the Township with a Certificate of Liability Insurance.
- Approved the request from the Maytown East Donegal Township Fire Department for authorization to participate in the following ancillary activity in addition to those activities recognized and designated under 73 P.S.,601(a)(1) of the Pennsylvania Workers' Compensation Act:  
April 12, 2014 – Longwood Manor annual Easter Egg Hunt
- Approved executing an agreement with Nationwide Payment Solutions-MuniciPAY for the acceptance of credit card and e-check payments.
- Acknowledged the resignation of Nancy Lenge, Township's Zoning Officer and Building Code Official after almost 17 years.

#### 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

#### Announcements:

Mr. Butler informed the Board that the 2013 audit has been completed by White, Rudy & Company, LLP and properly filed with the Pennsylvania Department of Community and Economic Development on March 24, 2013.

Mr. Butler reminded the Board that the Annual PSATS Conference and Trade Show will be held April 13<sup>th</sup>-16<sup>th</sup> in Hershey. All Supervisors are registered to attend.

Mr. Butler informed the Board that, to date, the Township has earned a rebate of \$592.20 from purchases/payments made with the Township's procurement card during the first two quarters of this program year. The program year is September 1<sup>st</sup> through August 31<sup>st</sup>.

#### Reports

Zoning Officer's report: For the month of March 2014, Permit #Z-014012 through Permit #Z-0140020 was issued for a total value of \$323,389.00. Total Zoning Fees collected equaled \$5,225.00.

Roadmaster's Report: The March 2014 Report was received.

Northwest Emergency Medical Services Report: For March 2014 Northwest EMS responded to 44 calls in East Donegal Township. For the calendar year 2014, Northwest EMS has responded to a total of 133 calls in East Donegal Township.

#### Adjourn

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to adjourn at 8:43 PM.

Respectfully Submitted,  
Jeffrey L. Butler, Township Secretary

The next regular meeting of the Board of Supervisors will be held on Thursday, May 1, 2014 at 7:30 PM