

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

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, July 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 Esbensshade led with a Prayer and Pledge to the Flag.

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

Matt Stewart, Scoutmaster, Boy Scout Troop 16, was present representing the Harvest District, of the Pennsylvania Dutch Council, Boy Scouts of America, and its request to utilize Riverfront Park for a three-day camporee event in October. Mr. Stewart indicated that last year's event was successful and that all the Troops in attendance spoke highly of the park and the opportunity to utilize it. The event would run from Friday, October 3, 2014 and would end Sunday, October 5, 2014.

The Boy Scouts would be providing the necessary Certificate of Insurance to the Township, as well as, require each participant to sign the Township-approved liability waiver. Mr. Stewart indicated they will provide additional porta-pots for the event and water, if not available at the park. In addition, all trash generated during the event would be packed out.

Mr. Stewart indicated that the park will remain open for use by the general public. In fact the general public is encouraged to observe the activities that take place during the event.

A motion was made by Mr. Murphy, and seconded by Mr. Esbensshade, to approve the request to use Riverfront Park for the Fall Camporee, as requested. Vote: Mr. Murphy, yes; Mr. Esbensshade, yes; and Mr. Drager; yes.

Conditional Use Hearing – Application of Manny Stoltzfus.

The applicant, Manny Stoltzfus was present regarding the conditional use application for approval to permit Rental Storage within a farm building on property he owns located at 871 Iron Bridge Road. Mr. Stoltzfus indicated that the proposed project has been before the Township Planning Commission for review and recommendation. The Planning Commission recommended the granting of the conditional use.

Mr. Stoltzfus presented proposed floor plans indicating the space allocated to the various storage areas proposed to be rented. The floor plan depicted seven (7) units on the ground floor, access from the front of the barn, and four (4) units on the second floor, accessed from

the back of the barn. Mr. Stoltzfus presented the Board with pictures of the existing barn structure and indicated that the exterior of the barn facing the roadway would not be modified to change the appearance as a barn. He did, however, state that two (2) new doors would be added to the sides of the barn to provide new access points to rental units.

Mr. Stoltzfus presented a site plan of the lot and explained the access to the various proposed units. He indicated that he may want to add a walkway or additional parking space if lot coverage limitations permit.

Mr. Stoltzfus stated that he was limiting access to the units to 6:00 AM to 10:00 PM so that the units are not being accessed late at night. Without late night access, he stated that he would not be adding any outdoor lighting.

Mr. Stoltzfus reviewed the requirements of Section 939. of the Township zoning regulations with the Board and stated that he can, and will, comply with all of them, including the annual inspection by the Township Zoning Officer.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to close the conditional use public hearing. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager; yes.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the Conditional Application for rental storage within an existing farm building, subject to the information and testimony provided by the applicant and the applicant's compliance with all Township ordinance and regulation requirements. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager; yes.

Margaret Landis, Marietta Avenue, was present to express her interest in working with the Township on the future use of the stone house within the Chickies Day Use Area. She indicated that she understands that the Township will be assuming ownership of the property, and therefore the historic house on the property. Supervisor Drager thanked her for her interest and stated that the Township is interested in taking ownership of the property from Lancaster County, but that the transaction has not yet taken place. Any improvements to the park will be discussed with the Township Park Commission.

Mr. Brad Dunn, 14 Honeysuckle Drive (Castleton development) asked the Board about the damage done to the curbing and signs at the intersection of Honeysuckle Drive and Ore Mine Road. It was indicated that the developer is still responsible for this undedicated improvements and that the development has been notified regarding the obligation to repair the damaged area.

Mr. Dunn also asked about the signage Keystone Custom Homes have placed along Route 441 and within the development. Mr. Butler indicated that Township staff will review signage in the development.

Mr. Dunn asked about the turning lane that is being proposed to be installed by the Donegal School District at the intersection of Route 772 and Koser Road. It was stated that turning lane was the finding of two traffic studies completed by the District as a requirement of the land development plan approved for the construction of the new High School building.

The Board approved the minutes for June 5, 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, abstaining from vote on check #47994 reimbursing him for expenses associates with the Memorial Day parade; and Mr. Drager; yes.

Mr. Drager acknowledged the receipt of the Balance Sheets for all Township Funds which were mailed to each Supervisor dated June 24, 2014.

Mr. Jamie Schlesinger, Public Finance Management, Inc. (PFM) was present to discuss financing of the proposed renovation/expansion of the Township municipal building. PFM is an independent municipal financial advisor that works directly with municipalities and authorities across the state for debt transactions.

Mr. Schlesinger presented examples of timing, debt service payments and sample proposal that would be sent to various banks. He indicated that now is an excellent time to be looking to borrow funds. Banks have been very aggressive with terms of tax- exempt loans offered to municipalities.

He indicated that the Board needs to discuss amount and terms that could be presented to banks. The examples presented indicate the borrowing of \$2.3 million as a drawdown loan paying only on the amount actually used with the project. He recommended a term of 15 years for the loan to get the greatest number of banks interested.

The examples presented included terms of 10, 15 and 20 years. Each example had a fixed term of seven years at an assumed rate of 2.65% and a variable rate, assumed to be 4.00%, for the balance of the term. The projected interest paid would be \$330,503.40 for a 10 year term, \$563,386 for a 15 year term and \$818,230 for a 20 year term.

Mr. Schlesinger discussed the draft term sheet that would be sent to local and regional banks to solicit offers for financing. The term sheet could include prepayment option, cap rate for variable rates, and restructuring of loan if less than maximum amount is used by the Township.

He reviewed the list of banks that will be contacted with the Township term sheet. Although on the list, not all banks will respond to the Township's request for proposal.

Mr. Murphy wanted to clarify that he works for Union Community Bank and that his employment with the bank had nothing to do with Union Community Bank appearing on the list of banks to be notified. Mr. Schlesinger indicated that the list is one used by PFM for projects within the region.

Mr. Schlesinger explained the proposed financing timeline contained in his handout. The timeline would be the most expeditious possible. Banks need about two to three weeks to respond. The ordinance authorizing the borrowing of funds could be adopted at the August meeting, with all the filings taking place following that, settlement of the financing could occur on or before September 15, 2014.

Mr. Schlesinger indicated that he would like to know if the Board would like to proceed, the maximum amount to be contained in the term sheet, and length of term.

Following the return of proposals, Mr. Schlesinger will prepare a spreadsheet containing the responses for comparison and selection.

Mr. Murphy asked what the fee is for Mr. Schlesinger services. He indicated that the fee would be \$17,500, including costs. Estimated total costs for the project, including PFM fee, would be \$45,000. That would include retention of separate bond counsel and bank fees.

At the request of Mr. Murphy, Mr. Drager called for an executive session of the Board to discuss a potential contract terms for professional services at 8:20 PM. The Board returned to its regular session at 8:35 PM.

Mr. Murphy expressed a concern about proceeding through this process, which he likes, without a written proposal/agreement with PFM. The Board would be willing to hold a special meeting to consider such a proposal/agreement as soon as possible.

It was agreed to attempt to meet Tuesday, July 8, 2014 or July 9, 2014. The meeting would start at 7:00 AM. The special meeting will be advertised in accordance with the requirements of the Second Class Township Code.

Consent Calendar:

The Board considered the following items listed on the Consent Calendar. 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.

- A. Approved the request of Harvest Community Church to hold a 5K run/walk event on Saturday, September 6, 2014 from 9:00 AM to approximately noon. The event will utilize Township roadways and will require temporary closures to allow for the crossing of roadways by participants.

- B. Adopted the recommended change to the East Donegal Township Non-Uniform Pension Plan as presented by R.J. Hall Company (Plan Consultant) and Beyer-Barber Company (Plan Actuary). The change will implement a 3% cap on the potential cost of living adjustment benefit for retirees and place an overall cap on the cost of living adjustment at 120% of normal retirement benefit.
- C. Approved the request to utilize Township roadways for the annual Craig Heisey Memorial 5k race to be held on Saturday, November 8, 2014.

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 indicated that paving projects are proceeding. Projects involving Rock Point Road and Union School Road are beginning the week of July 7, 2014. Notices regarding road closures have been posted.

Announcements/Reports:

Zoning Officer's report: For the month of June 2014, Permit #Z-014047 through Permit #Z-0140074 was issued for a total value of \$607,029.30. Total Zoning Fees collected equaled \$21,869.00.

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

Northwest Emergency Medical Services Report: For June 2014 Northwest EMS responded to 38 calls in East Donegal Township. For the calendar year 2014, Northwest EMS has responded to a total of 251 calls in East Donegal Township.

Fire Department Mount Joy Report: For the month of May 2014, the Fire Department responded to 2 first due in East Donegal Township.

Maytown East Donegal Township Fire Department: Total number of runs to-date reported was 371. Of the total, 279, or 75.2% were in the Department's first due area.

Rheems Fire Department: No report was given at this time.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to adjourn at 8:47 PM.

Respectfully Submitted,
Jeffrey L. Butler, Township Secretary

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