

The Board's Minutes of the East Donegal Township Board of Supervisors  
Held on June 5, 2014

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, June 5, 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.

Mr. Brad Dunn, 14 Honeysuckle Drive (Castleton development) brought a number of issues to the Board's attention. He inquired about Township ordinance regarding dogs running loose. He was informed of the ordinance and that the Susquehanna Regional Police Department enforces the ordinance provisions.

Mr. Dunn indicated that parking in the area of the bus stop located at Honeysuckle Drive and Ore Mine Road continues to be a problem. Due to the narrowness of the street in that location, it poses a safety hazard for vehicles and children exiting the bus. Those parking there are parents waiting for children getting of the school bus.

He brought to the Board's attention again that the stop sign leaving Rivermoor onto Honeysuckle Drive is obscured by a tree branch. This makes seeing the sign difficult at times.

Mr. Dunn asked for some clarification regarding the Township's hydrant tax. It was indicated that the Hydrant Fund had a balance significant enough for the Board to eliminate the Hydrant Tax. Following the depletion of that balance, the hydrant lease fee payment to Columbia Water Company will be from the General Fund and not the previous hydrant tax.

Mr. Dunn inquired about the frequency of the Township newsletter. The Board indicated it was mailed twice a year to residents on the trash billing list.

Finally, Mr. Dunn inquired about the engine brake retarder ordinance being considered by the Township. He would like to make sure that Ore Mine Road is one of the roadways where such a prohibition is implemented.

Adam Kosheba, Chief, Maytown East Donegal Township Fire Department was present to give a brief update on the Department's efforts to renovate the fire station. Chief Kosheba stated that they are working with Professional Design & Construction, Inc. on building design options. He asked the Board to release funding for an additional \$70,000.00 to continue construction

design services. He indicated that the amount forwarded for design services will be accounted for as part of the Township contribution to the construction project.

Chief Kosheba briefly outlined the total project cost and potential funding sources. The project is estimated to be \$710,000.00. The Fire Department's contribution to the project through securing a state 2% loan is estimated to be \$400,000.00. It's anticipated that a fund drive will raise an additional \$150,000.00 to \$200,000.00 toward the project. The balance of \$110,000.00 to \$160,000.00 is expected to come from Township funds.

He indicated that the Township funds would be needed, dependent of the progress of project design, in the fall of 2014 or spring of 2015. Mr. Butler indicated that funding for the project was not included in the 2014 Township budget approved by the Board. Chief Kosheba stated that the funding should be considered in the 2015 budget. Chief Kosheba estimated the annual debt service on the 20 year loan to be secured by the Department is \$24,000.00.

There was general discussion regarding the amount budgeted for the project in 2014. Chief Kosheba indicated that the budget he presented to the Board, and approved with the general fund budget, included \$7,000.00 for building project design costs. The Department's seeking funding from funds that might be excess elsewhere within the Township budget.

The Board approved the minutes for May 1, 2014, by a motion made by Mr. Esbenshade and seconded by Mr. Murphy. 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 May 22, 2014. Mr. Murphy asked about the actual verses budget report included with the Balance Sheets. Because of the seasonal patterns of income, the report depicts some shortfalls, or excess, due to the reports format of depicting the approved budget for a line item spread equally throughout twelve months. Mr. Murphy explained his review of this was an attempt to find potential excess in income that could be directed to the Fire Department's request for funding of additional design services.

Mr. Drager indicated that the request for \$70,000.00 outside of the approved budget seems excessive. Chief Kosheba stated he understands the issues the Board may have. Mr. Murphy indicated that he would like to revisit this in the next month or two.

Consent Calendar:

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

Robert Yahara was present to discuss his request to have the dumpster removed from his property located at 882 Drager Road. The dumpster serves the residents on Drager Road, a private street, that are part of the Township trash program. The dumpster is provided within the Township's contract with Eagle Trash. Residents along Drager Road bring their trash to the dumpster on the Yahara property for removal by Eagle Trash. Mr. Yahara indicated that he has spoken with the residents and they are aware of his request. The Board indicated they would be willing to provide residents with "toters" to allow for them to wheel their trash out to Drager Road on trash day.

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 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:

- June 21, 2014 – Longwood Manor Community Day

- B. Approved the reduction of the Improvement Guarantee for The Reserve at Union School, Phase 1, Final Subdivision Plan. Current Account Balance is \$82,150.75. The amount of the reduction recommended by the Township Engineer is \$76,817.75. 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.
- C. Approved the release of the Improvement Guarantee for The Reserve at Union School, Phase 2, Final Subdivision Plan. Current Account Balance is \$36,355.00. The amount of the reduction recommended by the Township Engineer is \$36,355.00. 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.
- D. Approved the earmarking of surplus funds received from the Intergovernmental Insurance Cooperative to fund post-retirement benefits in lieu of applying such funds to monthly Aggregate Claim Fund Deposit payment. The imbursement amount equals \$36,652.50.
- E. Approved the award of the contract for Bituminous Single Seal Coat within the Township (Haunstein Road, Vinegar Ferry Road/West High Street, Stackstown Road

and Oak Road) to Martin Paving, Inc. in the amount of \$44,074.12 based on the bid results as listed below. Bids were opened in a public meeting held June 3, 2014 at 9:00 AM at the Township Building.

<b><u>BIDDER</u></b>	<b><u>TOTAL BID</u></b>
Martin Paving, Inc.	\$44,074.12

- F. Acknowledged receipt of Conditional Use Application of Manny Stoltzfus, 871 Iron Bridge Road to permit Rental Storage use on property located at 871 Iron Bridge Road and scheduled a public hearing of the Board of Supervisors on the application for the regular meeting of July 3, 2014 at 7:30 PM.
- G. Approved the request of the Donegal Foundation to hold their 3<sup>rd</sup> annual 5K run on September 20, 2014 from 7:00 AM to 11:00 AM at Riverfront Park. The Donegal Foundation anticipates approximately 100 to 150 runners for the race.
- H. Adopted Resolution No. 2014 – 4. A Resolution accepting dedication of an undivided interest in Melissa Lane, Skyler Drive and Jasmine Avenue located within The Reserve at Union School Final Subdivision Plan, Phase 1 and Taylor Avenue located within The Reserve at Union School Final Subdivision Plan, Phase 2.
- I. Acknowledged the receipt of the action of the Township Board of Auditors regarding the rate of pay for Township Supervisors for work non-Supervisor work. The Board of Auditors have determined that \$17.00 per hour is a fair rate of pay for work in the following areas:
  - Snow Plowing
  - General labor on the road crew
  - Park maintenance
  - Other miscellaneous labor required by the Township
- J. Granted approval of the Final Subdivision Plan for Donegal School District, prepared by D.C. Gohn Associates, Inc., dated April 11, 2014, last revised May 29, 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 403.1. – Final Plan Scale – To permit the plan to be prepared at a scale of 1"=200'.

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.G. – Street Right-of-way – To waive the requirement of additional right-of-way dedication, with the exception of the additional right-of-way for Pinkerton Road along the frontage of proposed Lot 3.

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 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 604.4.A., 604.4.B. and 604.4.C. – Arterial Street Improvements– To waive roadway improvements to State Route 772.

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

The approval of the Preliminary/Final Subdivision Plan and the granting of ordinance modifications are subject to the following conditions (all references are to the Code of Ordinances of East Donegal Township, unless noted otherwise):

Compliance with the review comments outline by David Miller/Associates, Inc. in a review letter dated June 5, 2014.

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.)

Payment of outstanding balance of plan review fees prior to submission of mylars for Township signature. (Chapter 22, Part 4, Section 403.4.)

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.

- K. Approved the hiring of Craig Underwood for the position of Zoning Officer/Building Code Official as of June 9, 2014 at the rate of \$24.04 per hour. With a probation period of 90 days.

Mr. Drager relinquished the position of Chairman to Mr. Esbenshade for the discussion of the agenda item related to the part-time position of Park Maintenance Crew member. It was indicated that the part-time employee that previously performed the tasks was unavailable to continue. On a motion of Mr. Murphy, seconded by Mr. Esbenshade, it was agreed to hire Dennis Drager for the part-time position of park Maintenance Crew Member at an hourly rate of \$17.00, subject to a probationary period of 90 days. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes and Mr. Drager; abstained. Following the vote, Mr. Drager reassumed the position of Chairman.

Mr. Drager called for an executive session of the Board to discuss a potential real estate transaction involving the Township at 8:15 PM. The Board returned to its regular session at 8:25 PM.

#### Liaison Assignment Reports:

- A. Administration/Personnel - Supervisor Esbenshade – None.
- B. Finance - Supervisor Murphy - None
- C. Parks and Recreation - Supervisor Esbenshade indicated that the Northwest Lancaster County River Trail Advisory Committee is looking for nominations for at-large members. Suggestions should be received in time to be forward to the Committee at its next meeting scheduled for June 24, 2013.
- D. Planning and Development - Supervisor Drager - None

- E. Public Safety - Supervisor Murphy indicated that the Susquehanna Regional Police Commission received a rebate from the Intergovernmental Insurance Cooperative of approximately \$70,000.00. The Regional Police Commission has yet to decide how that rebate will be used. It was also reported that a recent accident has resulted in another police vehicle being "totaled" and needing replaced.
- F. Public Works - Supervisor Drager indicated that the Township road crew has been preparing roadways for upcoming paving projects.

#### Announcements/Reports:

Zoning Officer's report: For the month of March 2014, Permit #Z-014031 through Permit #Z-0140046 was issued for a total value of \$1,149,260.00. Total Zoning Fees collected equaled \$34,626.00.

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

Northwest Emergency Medical Services Report: For May 2014 Northwest EMS responded to 48 calls in East Donegal Township. For the calendar year 2014, Northwest EMS has responded to a total of 213 calls in East Donegal Township.

Fire Department Mount Joy Report: For the month of May 2014, the Fire Department responded to 3 first due in East Donegal Township.

Maytown East Donegal Township Fire Department: No report was given at this time.

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

It was announced that the Lancaster County Firemens' Association Convention, June 6-7, 2014, Lancaster Public Safety Training Center

It was announced that the Lancaster County Association of Township Supervisors Golf Outing and Dinner, Wednesday, August 13, 2014 at Four Season Golf Course

The Township is in receipt of a letter from the American Legion thanking the Township for the assistance with the Memorial Day activities.

The shedding event and blood drive at the Township Building on May 31, 2014 was a success. Approximately 1,400 pounds of paper were shredded, 199 items donated to the local food bank and 18 pints of blood were donated.

The Township received notice from the Pennsylvania Department of Environmental Protection that the amount of the Act 101 Recycling Performance Grant next year will be

\$4,052.00. The amount is based on the recycling of 510 tons of residential and commercial material in the Township in 2012.

Mr. Murphy raised the issue of the condition of the property referred to as the Maytown Bed and Breakfast. It was indicated that the Township does not have a property maintenance code, which may address many of the issues, but that the Township will view the property for any violations regarding high grass/weeds, or the accumulation of refuse.

Mr. Dunn stated indicated that high weeds exist within the detention facilities of the Castleton development. Mr. Butler stated that it will be looked at and notices will be sent, if applicable.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to adjourn at 8:50 PM.

Respectfully Submitted,  
Jeffrey L. Butler, Township Secretary

The next regular meeting of the Board of Supervisors will be held on Thursday, July 3, 2014 at 7:30 PM.