

East Donegal Township
Board of Supervisors
Special Meeting Minutes
October 22, 2014

A Special Meeting of the Board of Supervisors of East Donegal Township was held on Wednesday, October 22, 2014 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 Dennis J. Drager, Chairman of the Board.

Roll call of Supervisors: Present were Dennis J. Drager, Chairman; John E. Murphy Jr., Member and Allen D. Esbenshade, Vice Chairman. Also present were Jeffrey L. Butler, Township Manager, Scott Schaefer, Township Public Works Director, Joyce Boyer, Township Treasurer, Craig Underwood, Township Zoning Officer/Building Code Official and Chief Ed Haugh, Susquehanna Regional Police Department.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to approve Resolution 2014-6 Resolution for Plan Revision For New Development the for Sewage Facilities Planning Module for the Jay Kauffman Final Subdivision Plan. Discussion none. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes, and Mr. Drager; yes.

Mr. Butler briefly reviewed the proposed timetable for the consideration and adoption of the 2015 budget for the Township's General Fund. The budget must be adopted on, or before, December 31, 2014. As in previous years, due to the scheduling of the Board regular meeting, a special meeting may be needed in late December to adopt the budget.

Mr. Butler indicated that the Township received the estimate property valuation for 2015. This value serves as the basis for projection of revenue generated from real estate taxes. The estimated valuation is \$502,942,000.00, an increase of 1.347% from the 2014 valuation estimate. Based on the current tax rate, estimated revenue would be \$1,986,620.90. One mil of tax would equal \$502,942.00.

Mr. Drager indicated that the purpose of this special meeting is to hear projects or expenditures seem as priorities by Township staff and associated agencies. These will then be incorporated into a preliminary budget.

Chief Ed Haugh, Susquehanna Regional Police Department, was present to discuss the Department's 2015 budget. The Department's total budget for 2015 is \$2,460,842, an increase of 3.6% from 2014. In turn, the contract cost to East Donegal Township is \$1,223,067.00. The Township's share of the rental cost is \$15,041.00.

Chief Adam Kosheba, Maytown-East Donegal Township Fire Department, joined the meeting via telephone. Chief Kosheba briefly explained the Departments 2015 budget request. He stated that the Department was looking to utilize a Department member to fill a vehicle maintenance role. It's proposed that member would receive a stipend of \$7,200.00. There was discussion

regarding whether the member would be considered an employee and the impact it may have on payroll taxes, workers' compensation and other employment requirements.

Chief Kosheba indicated that \$15,000 has been allocated for the replacement of windows in the building. In addition, the budget request includes \$150,000 as a Township contribution to a proposed renovation of the fire station. The balance of the building renovation would be funded through a loan and fund-raising efforts.

Chief Kosheba stated that the budget request, as presented, would total \$417,000.00

Scott Schaefer, Public Works Director, was present to discuss proposed street, stormwater and park projects for 2015.

The proposed paving projects to be done with outside paving contractor services would include:

- Bridge Street (SR 441 to Municipal Line) - \$60,000.00
- North Gay Street (Bridge Street to Municipal Line) - \$12,500.00
- Wasp Street (Decatur Street to Jones Street) - \$80,000.00
- North Waterford Avenue (SR 441 to Municipal Line) - \$28,000.00
- North Chestnut Street (North Waterford to Municipal Line) – \$11,200.00
- Donegal Creek Road (SR 23 to Long Lane) - \$110,000.00
- Ore Mine Road (Church Access Drive to Sheetz) – \$70,000.00

There was discussion regarding the paving of Donegal Creek Road. Due to the low volume of traffic on the roadway, and the high cost of the paving project, it was suggested that perhaps only the section of the roadway in the worst condition be addressed.

The proposed paving projects to be done with Township crews would include:

- Drager Road (SR 441 to Municipal Line) - \$20,000.00
- Apple Street (Handicap Accessible Ramps @ Rt 743) - \$5,000.00
- Apple Street (Rt 743 to Cameron Street) - \$10,600.00
- Apple Street (Cameron Street to King Street) - \$4,800.00

The proposed roadways to be done with oil and chip (totaling \$38,000.00) would include:

- Greider Road
- Landis Road

The Township once again has pursued a grant through PennDOT's Automated Red Light Enforcement (ARLE) program for the Route 441/Route 23 Intersection Upgrade. It's estimated that the project cost would be \$267,000.00. The grant application indicated that the Township, and Marietta Borough, would contribute engineering/design costs to the project. The amount of grant funds requested is \$21,000.00.

Mr. Schaefer indicated that the large equipment purchase proposed for 2015 is the

replacement of a single axel dump truck. The estimated cost for a new truck is \$120,000.00.

Mr. Schaefer indicated the following park project are proposed for 2015:

- Fuhrman Park Trail Wearing Course- \$28,000.00
- Longwood Square Trail Wearing Course - \$5,000.00
- Longwood Square Playground Equipment - \$10,000.00
- Legion Park Playground Equipment - \$20,000.00

Proposed maintenance projects for 2015 include:

- Fuhrman Park Restrooms and Kitchen - \$7,500.00
- Fuhrman Park Field #3 Renovation (fence) - \$5,000.00
- Legion Park and Fuhrman Park Tennis Court Resurfacing/Painting - \$20,000.00
- Riverfront Park Weed Control - \$7,000.00
- R&J Park Batting Cage - \$5,000.00

The proposed park equipment purchase is for a replacement of the zero-turn mower. The estimated cost for a new mower is \$15,000.00.

Craig Underwood, Township Zoning Officer, was present to discuss Township budget items related to planning, zoning and construction code enforcement. He indicated an intent to contract with a consultant to update the Township zoning ordinance (\$10,000.00) and have some updates completed to the Township's permit tracking software (\$6,405.00).

Mr. Butler stated that no new full-time positions are requested for 2015. The currently vacant full-time public works crew position may be filled prior to 2015, or may stay vacant until spring of 2015 when projects begin. The proposed budget request would again include a new part-time position of Parks Supervisor. It's also proposed that a second seasonal part-time position be created for summer help in Township parks.

Mr. Butler indicated that the bid opening for contracts associated with the Township building renovation/expansion project is scheduled for Friday, November 7, 2014. In addition to the various contractor costs, the inclusion of a project manager should be considered in the 2015 budget.

The next meeting to discuss the Township 2015 budget will be scheduled, either a regular meeting or special meeting, following the receipt of building project bids.

Respectfully Submitted
Jeffrey L. Butler, Township Manager

The next regular meeting of the Board of Supervisors will be held on December 6, 2012 at 8:00 PM in the Township Building.