

East Donegal Township
Board of Supervisors
Meeting Minutes
December 4, 2014

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, December 4, 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.

Brad Dunn, Honeysuckle Drive, inquired about the placement of four-way stop signs and speed bumps within the Castleton Development. The Board indicated that the placement of four-way stop signs is intended to assign right of way at certain intersections, not to control speeding. The placement of four-way stop signs is governed by PennDOT warrants that must be met. The Board also indicated that Township roadway specification do not permit the use of speed bumps. They have been used in situations in which the streets are to remain private and not dedicated to the Township.

The Board approved the minutes for November 6, 2014 and November 13, 2014, by a motion made by Mr. Esbensshade and seconded by Mr. Murphy. Discussion: None. Vote: Mr. Murphy; yes, Mr. Esbensshade; yes, Mr. Drager; yes. Motion carried.

A motion was made by Mr. Murphy and seconded by Mr. Esbensshade 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. Esbensshade, yes, abstaining from voting on check #48289; and Mr. Drager; yes, abstaining from voting on check #48310.

Mr. Drager acknowledged the receipt of the Balance Sheets for all Township Funds which were mailed to each Supervisor dated November 16, 2014.

The Board considered the following items listed on the Consent Calendar. A motion was made by Mr. Esbensshade, and seconded by Mr. Murphy, to approve the following Consent Calendar items. Vote: Mr. Murphy; yes, Mr. Esbensshade; yes, and Mr. Drager; yes. Motion carried.

- A. Approved Ordinance 2014-3, amending Chapter 15, Motor Vehicles and Traffic, of the Code of Ordinances of East Donegal Township prohibiting the use of engine brake retarder brakes, providing for exemptions, establishing enforcement and penalties for violations. The Township is responsible for the installation and maintenance of required signage.
- B. Approved the following meeting dates for the Board of Supervisors for the year 2015:

January 5, 2015 at 5:00 PM Re-organizational and Regular Meeting
 February 5, 2015
 March 5, 2015
 April 2, 2015
 May 7, 2015
 June 4, 2015
 July 2, 2015
 August 6, 2015
 September 3, 2015
 October 1, 2015
 November 5, 2015
 December 3, 2015

- C. Approved Resolution #2014-9 adopting the 2015 Fiscal Budget and establishing the Real Estate Tax Millage Rate for the Fiscal Year 2015 at 3.95 mills (.00395)
- D. Approved directing the Township Manager to advertise opening for part-time Park Supervisor position. It's hoped that the position is filled in time for the February meeting of the Township Park Commission and league representatives regarding the use of Township facilities.
- E. Approved Ordinance 2014-4 authorizing the participation of East Donegal Township in the PSATS Unemployment Compensation Group Trust pursuant to the Pennsylvania Intergovernmental Cooperation Law. The Township currently participates in the Trust, however, recent changes in the Trust's operating
- F. Approved the 2015 Holiday Schedule as follows:
 - New Year's Day – January 1, 2015
 - President's Day – February 16, 2015
 - Good Friday – ½ Day April 2, 2015 and April 3, 2015
 - Memorial Day – May 25, 2015
 - Independence Day – ½ Day July 2, 2015 and July 3, 2015
 - Labor Day – September 7, 2015
 - Columbus Day – October 12, 2015
 - Veterans Day – November 11, 2015
 - Thanksgiving Day – ½ Day November 25, 2015 and November 26, 2015
 - Day after Thanksgiving – November 27, 2015
 - Day before Christmas – ½ Day December 23, 2015 and December 24, 2015
 - Christmas Day – December 25, 2015
- G. Approved the requested Improvement Guarantee reduction for the Reserve at Union School, Phase 3, Final Subdivision Plan. The amount of the reduction recommended by D.C. Gohn Associates, Inc., and approved by the Board, is \$274,376.55. The new account balance would be \$213,859.00 to address outstanding item listed in the review letter prepared by D.C. Gohn Associates, Inc. and dated December 3, 2014.

- H. Approved Resolution #2014-10 authorizing the Township Manager to sign the Automated Red Light Enforcement Program Project Funding Agreement with the Pennsylvania Department of Transportation.
- I. Granted approval of the Final Subdivision Plan for Jay Kauffman, prepared by Light-Heigel & Associates, Inc., dated September 24, 2014, last revised November 20, 2014, and granted 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 6, Section 604. – Improvements to Existing Streets- To waive the requirement frontage improvements.

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 28, Part 1, Section 307.C.1. – Swales– To permit swale side slopes of 3:1 instead of the maximum 4:1.

The approval of the Final Land Development 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 November 26, 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.)

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.

- J. Approved the request of Township Manager for compensation for two (2) weeks of 2014 unused vacation time.

- K. Approved the following meeting dates for the East Donegal Township Planning Commission for the year 2015:
- January 8, 2015
 - February 5, 2015
 - March 5, 2015
 - April 2, 2015
 - May 7, 2015
 - June 4, 2015
 - July 2, 2015
 - August 6, 2015
 - September 3, 2015
 - October 1, 2015
 - November 5, 2015
 - December 3, 2015
- L. Approved the following meeting dates for the East Donegal Township Zoning Hearing Board for the year 2015:
- January 6, 2015
 - February 3, 2015
 - March 3, 2015
 - April 7, 2015
 - May 5, 2015
 - June 2, 2015
 - July 7, 2015
 - August 4, 2015
 - September 1, 2015
 - October 6, 2015
 - November 10, 2015
 - December 1, 2015
- M. Approved executing the contract with White, Rudy & Company LLP for the preparation of the audit for the year ending December 31, 2014, as outlined in the December 2, 2014 letter from White, Rudy & Company LLP. The estimated fee for the services provided is \$9,000.00.
- N. Accepted the proposal dated September 18, 2014 from Stanley Convergent Security Solutions, Inc. for the purchase and installation of a security access system to be installed as part of the Township Building renovation/addition project. The proposal, based on state contract pricing, totals \$37,093.00.
- O. Accepted the proposal dated October 7, 2014 from Sage Technology Solutions for the purchase and installation of audio systems to be installed as part of the Township Building renovation/addition project. The proposal, based on COSTAR pricing, totals \$54,318.51.

- P. Accepted the proposal dated September 18, 2014 from Stanley Convergent Security Solutions, Inc. for the purchase and installation of a video security system to be installed as part of the Township Building renovation/addition project. The proposal, based on state contract pricing, totals \$18,993.00.
- Q. Accepted the Scope of Services and Fee Proposal dated December 2014 from Hammel Associates Architects, LLC for Owner's Project Representation Services associated with the Township Building renovation/addition project. The proposal assumes an average of 44 hours per month through the duration of the project, at an hourly rate of \$95.00.

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

Santa Claus will be visiting the Township office Saturday, December 6, 2014, 10:00 AM to 11:00 AM (American Legion Auxiliary)

Northwest River Trail Services Building Ribbon Cutting and Open House – Saturday, December 6, 2014 at 10:00 AM

Township is in receipt of proposals/qualifications for Township Solicitor and Township Engineer. Four proposals have been received for Township Solicitor and fourteen proposals have been received for Township Engineer.

The Township has received a copy of the audit for the East Donegal Township Sewer Authority for the year 2014.

The Board recognized students from Lancaster Catholic High School attending the meeting as part of a government class requirement.

Zoning Officer's report: For the month of November 2014, Permit #Z-014236 through Permit #Z-014245 was issued for a total value of \$261,925.00. Total Zoning Fees collected equaled \$5,124.00.

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

Northwest Emergency Medical Services Report: For November 2014 Northwest EMS responded to 16 calls in East Donegal Township. For the calendar year 2014, Northwest EMS has responded to a total of 429 calls in East Donegal Township.

Fire Department Mount Joy Report: For the month of November 2014, the Fire Department Mount Joy responded to 2 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.

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to adjourn at 7:47 PM.

Respectfully Submitted,
Jeffrey L. Butler, Township Secretary

The organizational meeting of the Board of Supervisors will be held on **Monday, January 5, 2015 at 5:00 PM**