

East Donegal Township  
Board of Supervisors  
Meeting Minutes  
April 2, 2015

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, April 2, 2015 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.

Phil Rudy, White Rudy and Company presented the 2014 Audit Report to the Board. Mr. Rudy indicated that annual audit was completed and forwarded to the Pennsylvania Department of Economic and Community Development in accordance with state requirements. He stated that the Township staff should be commended for a job well done on the financial matters of the Township. He indicated that for the second year in a row the audit resulted in only two adjustments to line items where in past years that number was much greater. He indicated to the Board that there has been tremendous progress in the budgeting, handling and reporting of Township finances.

Mr. Rudy indicated that all the funds of the Township were audited. The Township's General Fund ended with the annual revenues and expenditures essentially equal. Four other funds of the Township (Marietta Water Fund, Highway Aid Fund, Park and Recreation Fund, and Capital Reserve Fund), had combined revenues exceeded combined end of the year balances of close to \$800,000.00. The Township's Trash and Recycling Fund ended the year with a balance of over \$550,000.00. He stated that these are all indications that the Township is in excellent financial condition.

Mr. Rudy stated that the audit included a look at the internal controls of the Township financial operations. He indicated that the operation is running smoothly and the Board of Supervisors is getting very good financial information on a monthly basis. The annual budget verses actual expenses has become much more reflective of what is happening financially within the operation. The tremendous progress made in budgeting and reporting was very noticeable during the audit. He stated that the Township is living within its means and doing a good job at it. The information provided to the Board of Supervisors on a monthly basis is spot on regarding the financial condition of the Township.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the audit report for 2014. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes and Mr. Drager; yes. Motion carried.

The Board approved the minutes for March 12, 2015, 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 March 12, 2015.

### Old Business.

#### Public Hearing - Nelson and Mary Ginder, Request for Change to Urban Growth Boundary – Pinkerton Road

Nelson and Mary Ginder, property owners of 508 Pinkerton Road, were present to discuss their petition to remove the property from within the Urban Growth Boundary as designated within the Donegal Region Comprehensive Plan. The Ginders explained that the property was once a portion of the land owned by the Donegal School District. The Donegal Springs Primary School was built on the tract on the opposite side of Pinkerton Road. To allow for the development of the school, and the extension of public sewer and public water service to the school development, the entire tract was placed within the Urban Growth Boundary.

The District did not have plans for the development of the portion of the parent tract purchased by the Ginders. The Ginders do not have plans to develop the property and would like to pursue preservation of the farm through the Lancaster County Agricultural Preserve Board. Although the 46.33 acre tract is zoned Agricultural and does not have any development rights remaining under the current zoning regulations, to meet the criteria for the preservation program, the tract cannot be located within a designated Urban Growth Boundary.

Mr. Butler indicated to the Board that the Township and County Planning Commissions reviewed and supported the request. In addition, the Donegal School District and the adjacent municipalities received notice of the request, however, only Mount Joy Borough responded. The Borough indicated its support of the request as well.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to close the public hearing. Discussion: none. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

### New Business.

Resolution No. 2015-4, A Resolution of the Board of Supervisors of the Township of East Donegal, Lancaster County, PA amending the Donegal Region Comprehensive Plan to remove property located at 305 Pinkerton Road from within the designated Urban Growth Boundary.

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to approve the adoption of Resolution No. 2015-4, A Resolution of the Board of Supervisors of the Township of East Donegal, Lancaster County, PA amending the Donegal Region Comprehensive Plan to remove property located at 305 Pinkerton Road from within the designated Urban Growth Boundary. Discussion: none. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Resolution No. 2015-3 REVISED, A Resolution of the Board of Supervisors of the Township of East Donegal, Lancaster County, PA authorizing the execution of an Agreement with the PA Department of Transportation for the Northwest Lancaster County River Trail.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to approve the adoption of Resolution No. 2015-3 REVISED, A Resolution of the Board of Supervisors of the Township of East Donegal, Lancaster County, PA authorizing the execution of an Agreement with the PA Department of Transportation for the Northwest Lancaster County River Trail.

Discussion: Mr. Butler explained that the resolution considered at the March 12, 2015 meeting had an incorrect Agreement Number listed. Therefore, this Revised Resolution addresses this mistake. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Purchase of storage shed for recycling bins/brown kraft bags.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to approve the purchase of a storage shed for the storage and distribution of recycling bins and brown kraft lawn waste bags in an amount not to exceed \$4,000.00.

Discussion: The Board discussed various options for the size and materials of the proposed shed. The shed would be placed temporarily in Fuhrman Park then moved to the Township Building following the completion of the building renovation project. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Consider acceptance of credit card payments for summer playground program.

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to approve the acceptance of credit card payments of summer playground program registration for walk-in registration only.

Discussion: None. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Contract for roadwork on Ore Mine Road.

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to award the contract for roadway improvements to Ore Mine Road to Doug Lamb Construction in the amount of \$64,875.00 based on the bids received and opened on Tuesday, March 31, 2015.

Discussion: None. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Contract for aggregate materials for both Freight On Board (FOB) and delivered.

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to award the contract for aggregate materials, both Freight on Board and Delivered, to County Line Quarry, based on bids received and opened on Tuesday, March 31, 2015 and listed below:

| <b>COMPANY</b>                | <b>BID SUBMITTED</b> |                        |
|-------------------------------|----------------------|------------------------|
|                               | <u>FOB Total</u>     | <u>Delivered Total</u> |
| <i>County Line Quarry</i>     | <i>\$5,475.00</i>    | <i>\$8,252.50</i>      |
| <i>R.E. Pierson Materials</i> | <i>\$5,625.00</i>    | <i>\$8,275.00</i>      |
| <i>Pennsy Supply, Inc.</i>    | <i>\$5,640.00</i>    | <i>9,137.00</i>        |

Discussion: The Board discussed the potential of awarding contracts for each material bid. That might involve using multiple suppliers at various locations without any savings. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Contract for roadway asphalt materials for both Freight On Board (FOB) and delivered.

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to award the contract for asphalt materials, both Freight on Board and Delivered, to Highway Materials, Inc., based on bids received and opened on Tuesday, March 31, 2015 and listed below:

| <b>COMPANY</b>                 | <b>BID SUBMITTED</b> |                        |
|--------------------------------|----------------------|------------------------|
|                                | <u>FOB Total</u>     | <u>Delivered Total</u> |
| <i>Highway Materials, Inc.</i> | <i>\$37,075.00</i>   | <i>\$40,925.00</i>     |
| <i>Pennsy Supply, Inc.</i>     | <i>\$37,520.00</i>   | <i>\$41,542.00</i>     |

Discussion: None. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Advertisement for Seasonal Part-time Position

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to authorize the Township Manager to advertise for the hiring of a Seasonal Part-time position.

Discussion: None. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Purchase of storage shed to be placed between fields #2 and #3 in Fuhrman Park for use by youth athletic groups.

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to approve the purchase of a storage shed for the storage of athletic field maintenance equipment and materials in an amount not to exceed \$1,200.00.

Discussion: The Board discussed various options for the size and materials of the proposed shed. The shed would be placed in Fuhrman Park between fields #2 and #3. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

#### Purchase of Playgroup Equipment for Longwood Square Park

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to approve the purchase of Game Time-PrimeTime Rumbler from Bitting Recreation, Inc. in an amount of \$6,787.00, in accordance with Quote #52037, dated, March 30, 2015.

Discussion: Mr. Butler indicated to the Board that the playground equipment will replace the aged and damaged equipment in Longwood Square Park, as recommended by the Township Park Commission and include in the Township budget. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

#### Township Fee Schedule

Mr. Butler circulated a draft ordinance and draft resolution, both related to the Township schedule of fees. Currently the Township's Code of Ordinance addresses fees for various items in a number of locations throughout the code. To change any of the current fees requires the passage of an ordinance by the Board of Supervisors. In discussion with the Township Solicitor, a draft ordinance has been prepared to delete all specific fee reference from the Code of Ordinance and add language indicating that fees will be established by Resolution. A draft of that fee resolution was circulated to the Board for review. The ordinance and resolution will be acted upon by the Board at its next meeting.

#### Pennsylvania State Association of Township Supervisors 2015 Proposed Resolutions

Board members were reminded of the upcoming Pennsylvania State Association of Township Supervisors annual convention and trade show, scheduled for April 19-22. Board members were asked to review the draft resolutions to be considered at the convention and let Mr. Butler, the designated voting delegate, if specific votes should be cast on particular resolutions.

#### March 2015 Roadmaster Report

Copies of the report were provided to the Board.

#### March 2015 Zoning/Building Report

Copies of the report were provided to the Board. For the month of March 2015, Permit #Z-015005 through Permit #Z-015016 was issued for a total value of \$794,571.00. Total Zoning Fees collected equaled \$11,127.00.

The Board announced that the East Donegal Township Agricultural Security Area Advisory Committee will be meeting on Monday, April 13, 2015 to consider the request of Nelson and Mary Ginder. The Ginders, owners of 508 Pinkerton Road, are seeking to add their property to the Township's Agricultural Security Area.

Northwest Emergency Medical Services Report: For March 2015 Northwest EMS responded to 28 calls in East Donegal Township. The total calls within East Donegal Township for the year is 129.

Fire Department Mount Joy Report: No report given at this time.

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

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

#### Liaison Assignment Reports

Administration/Personnel - Supervisor Esbensshade – None.

Finance - Supervisor Murphy – None.

Parks and Recreation - Supervisor Esbensshade indicated that work continues in planning a Memorial Day parade. He commended the work of Mike Guinivan and the entire group working to bring this together.

Planning and Development - Supervisor Drager – None.

Public Safety - Supervisor Murphy indicated that the Maytown East Donegal Township Fire Department has decided to change the contractor they are working with for their building project. The change should result in savings for the Department.

Public Works - Supervisor Drager commended the public works crew for the work done in dealing with the winter weather. Supervisor Drager asked Scott Schaefer, Township Roadmaster, to address the progress made in replacing the Township's Ford dump truck. Mr. Schaefer provided the Board with proposal received from various truck vendors, all under COSTARS pricing. The Board discussed the pros and cons of the various truck manufacturers.

A motion was made by Mr. Murphy and seconded by Mr. Esbensshade to approve the purchase of 2016 Mack GU532 from Pennsylvania Truck Centers for \$92,785.00 and a Galion 453-U Stainless Steel truck body from E.M. Kutz for \$42,904.00. Discussion: None. Vote: Mr. Murphy, yes; Mr. Esbensshade, yes; and Mr. Drager, yes.

### Adjournment

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to adjourn at 9:00 PM.

Respectfully Submitted,  
Jeffrey L. Butler, Township Secretary

The next meeting of the Board of Supervisors will be held on **Thursday, May 7, 2015 at 7:30 PM**. The meeting will be held at the Milanof-Schock Library, 1184 Anderson Ferry Road, Mount Joy, PA 17552.