

The Board's Minutes of the East Donegal Township Board of Supervisors  
Held on February 4, 2016

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, February 4, 2016, 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.

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

Public attendance is attached.

Supervisor Esbenshade led with a Prayer and Pledge to the Flag.

Mr. Chris Hawbaker, representing the Donegal Indians Boys Soccer Booster Club, inquired about the use of Riverfront Park and the Township's portion of the Northwest Lancaster County River Trail for a fundraising event. The Club is hoping to host a 5k and 10k race on Saturday, July 23<sup>rd</sup>. The club held a successful event in the Park last year. The Board indicated that the request will be forwarded to the Township Park Commission for review and recommendation. The Board of Supervisors will then act on the request at a subsequent meeting.

The Board approved the minutes for January 4, 2016, 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, abstaining from the vote on check #49190 payable to Union Community Bank; 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 and January 14, 2016.

Old Business.

Request for Reduction of Financial Securities – Stormwater Management Plan for Kenton Sweigart.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the reduction of the Financial Securities posted for the Stormwater Management Plan for Kenton Sweigart by an amount totaling \$39,829.20, as recommended in the letter from David Miller/Associates, Inc., dated January 27, 2016.

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

#### Request for Reduction of Financial Securities – Stormwater Management Plan for Donegal Insurance Group Boiler Building

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the reduction of the Financial Securities posted for the Stormwater Management Plan for Donegal Insurance Group-Boiler Building by an amount totaling \$20,284.00, as recommended in the letter from David Miller/Associates, Inc., dated January 14, 2016.

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

#### Request for Release of Financial Securities – Stormwater Management Plan for Mary Mother of the Church.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the release of the Financial Securities posted for the Stormwater Management Plan for Mary Mother of the Church in the amount totaling \$43,515.37, as recommended in the letter from David Miller/Associates, Inc., dated January 27, 2016.

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

#### Code of Ordinance Amendment – Fireworks

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize the Township Manager to advertise the proposed amendment to Chapter 10 of the Township Code of Ordinances.

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

#### Request for Proposals – Office Cleaning Service

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to authorize the Township Manager to advertise to receive proposals for cleaning services at the Township Office and Susquehanna Regional Police Station.

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

### New Business.

#### Floodplain Management Ordinance

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to authorize the Township Manager to advertise the proposed amendment to add Chapter 8, Floodplains, to the Township Code of Ordinances for consideration of enactment at the March 3, 2016 meeting of the Board of Supervisors.

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

#### Street Closure – East Elizabeth Street, Saturday, April 30, 2016.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the request of Jack C. Frank for closure of East Elizabeth Street, from South River Street to Coffee Goss Road, on Saturday, April 30, 2016 beginning at 7:00 AM and running to the end of the planned public sale.

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

Street Closure – East High Street, West High Street, South River street and North River Street, Monday, May 30, 2016.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the request of the American Legion Auxiliary Unit #809 for closure of Township streets East High Street from Queen Street to the square, West High Street from King Street to the square and acknowledge the Auxiliary's application to PennDOT for the closure of South River Street from Elizabeth Street to the square, and North River Street from Jacob Street to the square on Monday, May 30, 2016 from 6:00 AM to 5:00 PM.

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

6th Annual Chiques Challenge, Saturday, August 13, 2016.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the request of The Susquehanna Valley Chamber of Commerce for use of Riverfront Park and the East Donegal Township portion of the Northwest Lancaster County River Trail for the 6th Annual Chiques Challenge (a running and kayaking event) to take place on Saturday, August 13, 2016, with the time of the event is 7:00 AM to 11:00 AM, the actual time spent using the trail is approximately 8:30 AM to 9:45 AM.

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

Donegal Track and Field Booster Club 5k/Fun Run – Riverfront Park, Saturday, April 2, 2016.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the request from the Donegal High School Track and Field Booster Club for use of Riverfront Park to host a 5k/fun Run to be held on April 2, 2016, subject to submittal of the appropriate Certificate of Insurance citing East Donegal Township as an additional insured party.

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

Wage Increase for Thomas Brown – Road Crew Member.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to authorize an increase of \$0.50 to Thomas Brown's hourly wage rate, effective January 5, 2016, the date he passed his Commercial Driver's License exam, fulfilling a requirement of employment.

Discussion: It was indicated that a condition of employment for Mr. Brown was the need to secure a commercial driver's license. Mr. Brown has completed that requirement

and was able to assist snow plowing during the recent snow storm event. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Appointment of Co-Directors of Township Summer Playground Program.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the hiring of the following Co-Directors of the Township Summer Playground Program for 2016, as recommended by the Township Parks Commission:

Taylor Yost  
Hayley Bollinger

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

Placement of Small Bird Nesting Boxes at Riverfront Park By DEEP.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve, as recommended by the Township Park Commission, the request of Donegal School District's Donegal Experimental Education Program to place bird nesting boxes in Riverfront Park and place a small regulatory sign at the end of Vinegar Ferry Road intended for river users.

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

Susquehanna Gateway Heritage Area Flatwater Challenge at Riverfront Park.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve, as recommended by the Township Park Commission, the request of the Susquehanna Gateway Heritage Area for use of Riverfront Park to hold the Susquehanna Flatwater Challenge on July 16, 2016.

Discussion: Ms. Betsy Buckingham and Mr. Gary Ballina were present representing the Susquehanna Gateway Heritage Area. They indicated that the boat launch in the park will not need to be closed for the proposed event. Safety is an important aspect of the event. In addition, all participants sign insurance waivers. There is the potential for food vendors to be part of the event. They indicated that they will continue to be in contact with the Township Park Commission regarding the event. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, yes.

Declaration of Snow Emergency, January 22, 2016 – Ratify Decision to Declare

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to ratify the action taken by the Board of Supervisors in enacting a snow emergency for the January 22-24, 2016 snow storm event.

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

#### Wage Increase for Dale Mowrer - Interim Township Roadmaster

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize an increase of \$600.00 per month to Dale Mowrer's wages for the time period in which he serves as Interim Township Roadmaster.

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

#### Conditional Use Application – Residential Conversion, 105 North River Street (Maytown Elementary School Building)

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to forward the Conditional Use Application for a Residential Conversion use within the Urban Extension Residential District (R-3) to the Township Planning Commission for review and recommendation and schedule to required Public Hearing on the Application for the May 5, 2016 meeting of the Board of Supervisors.

#### Board of Auditors Vacancy

The Board announced that letters of interest, along with qualifications, are being sought to fill the current vacancy on the Township's elected Board of Auditors. The Board indicated a desire to fill the vacancy as soon as possible.

#### Township Planning Commission Vacancy

The Board announced that letters of interest, along with qualifications, are being sought to fill the current vacancy on the Township's Planning Commission. The Board indicated a desire to fill the vacancy as soon as possible.

#### January 2016 Roadmaster Report

No report was received for January 2016.

#### January 2016 Zoning/Building Report

Copies of the report were provided to the Board. For the month of January 2016, Permits # 016001 through Permit # 016007 were issued for a total value of \$119,780.00.

#### Municipal Officials Breakfast Hosted by Senator Ryan P. Aument – February 19, 2016

The Board received an invitation to a local officials breakfast sponsored by Senator Ryan P. Aument to be held at the Mount Joy Career and Technology Center.

#### Emergency Service Providers Seminar Hosted by Representative David S. Hickernell and representative Mindy Fee – February 18, 2016

The Board received an invitation to attend an Emergency Service Providers Seminar to be held at the Lancaster County Public Safety Training Center.

#### Fire Department Mount Joy 2016 Fire Chief and Officer Information

The Board received notice that Philip Colvin has been elected Chief of the Fire Department Mount Joy. His background information and a list of Fire Department

Mount Joy Officers were provided to the Board. It was noted that Mr. Colvin is a resident of East Donegal Township.

#### Township Planning and Zoning 2015 Annual Report

The Board received copies of the Planning and Zoning 2015 Annual Report, prepared by Craig Underwood, Township Zoning Officer/Building Code Official. The report highlights the activities of the Township Zoning Hearing Board, Planning Commission and staff. The Board noted the Report was informative and well prepared.

#### Fire Department Mount Joy 2016 Annual Banquet – Saturday, March 19, 2016

The Board received an invitation to attend the 2016 Annual Banquet for the Fire Department Mount Joy.

#### Northwest Emergency Medical Services Report

For January 2016, Northwest EMS responded to 30 calls in East Donegal Township.

#### Fire Department Mount Joy Report

No report given at this time. It was indicated that the January 2016 report will be made available at the March 2016 meeting of the Board of Supervisors.

#### Maytown East Donegal Township Fire Department

No report given at this time.

#### Rheems Fire Department

No report was given at this time.

#### Liaison Assignment Reports –

Administration/Personnel - Supervisor Esbenshade – None.

Finance - Supervisor Murphy – None.

Parks and Recreation - Supervisor Esbenshade – Mike Guinivan, member of the Township Parks Commission, indicated that the Park Commission will be going through a strategic planning process to help define the role of the Park Commission and member responsibilities. He invited the Board of Supervisors to participate in the effort.

Planning and Development - Supervisor Drager – None.

Public Safety - Supervisor Murphy - None.

Public Works - Supervisor Drager indicated that the Township Road Crew did an outstanding job through the January 22, 2016 snow storm.

### Adjournment

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to adjourn at 8:05 PM.

Respectfully Submitted,  
Jeffrey L. Butler, Township Secretary

The next meeting of the Board of Supervisors will be held on Thursday, March 3, 2016 at 7:30 PM. The meeting will be held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta, PA 17547.