

The Board's Minutes of the East Donegal Township Board of Supervisors  
Held on April 7, 2016

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, April 7, 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 Murphy led with a Prayer and Pledge to the Flag.

Ms. Rebecca Sollenberger, representing state Senator Ryan Aument's office, was present to introduce herself and announce upcoming events sponsored by the Senator. A telephone Town Hall event is scheduled for April 13, 2016, a concealed carry seminar is to be held on April 14, 2016 and another Town Hall event is scheduled for May 2, 2016 in Mount Joy Township.

Ms. Shirly R. O'Leary and Ms. Judy Fry, representing the Historic Preservation Trust of Lancaster County, were present to discuss the start of a project to update the inventory of historic structures and resources in the Township. They provided some background information of studies completed in other municipalities.

Ms. O'Leary stated that she presented the project at the April meeting of the Maytown Historical Society in an effort to gain support and recruit volunteers to conduct the field work necessary for the project. They are looking for a couple teams of volunteers to gather the data and other to enter the data into the format required by the Pennsylvania Historic and Museum Commission.

They are hoping the Township can help spread the word of the project. With awareness of the project, they hope additional volunteers will step forward. The Board asked that project information be provided to staff to post on the Township website.

The Board approved the minutes for March 3, 2016, 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 approve the payment of Township bills. Discussion none. Vote: Mr. Murphy, yes, abstaining from the vote on check #49279 payable to Union Community Bank; Mr. Esbenshade, yes, abstaining from the vote on check #49239 payable to Mr. Esbenshade; 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 March 15, 2016.

#### Old Business.

Request for Release of Financial Securities – Stormwater Management Plan for Michael Lewis.

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 Michael Lewis totaling \$5,832.93, as recommended in the letter from David Miller/Associates, Inc., dated April 7, 2016.

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

Ordinance 2016-3, Amendment to Code of Ordinances of East Donegal Township – Revisions to Chapter 10, Addition of Part 5, Fireworks

Mr. Pete Marion, a resident of Rowenna, questioned the use of the Township Code Official as the inspector cited in the proposed ordinance. It was explained that the Township Code Official is knowledgeable of the national codes referenced in the proposed ordinance.

Mr. Marion also questions the proposed fine amount. He cited state guidelines for establishing fines for state statutes. He suggested providing for a range of the amount similar to that used by the state.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve Ordinance 2016-3 amending the Township of East Donegal Code Of Ordinances to revised Chapter 10 (Health and Safety) by the addition of Part 5 (Fireworks) and providing for the regulation of the usage of fireworks with East Donegal Township with a revision to the fine amounts set forth in Section 10, providing for fine amounts of not less than one hundred (\$100.00) dollars and not more than two hundred (\$200.00) dollars.

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

#### New Business.

Stormwater Management Plan for Softball Field Renovations at Donegal High School & Middle School Campus – Koser Road

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the Stormwater Management Plan for Alterations to the Donegal Varsity Softball Field, prepared by ELA Sport Athletic Facilities Design and Consulting, dated January 22, 2016, last revised March 9, 2016 and grant the following modifications to Township requirements:

Modification to Chapter 28, Part 4, Section 402.F. –To waive required boundary survey, with bearings and distances, for the entire site of the development and permit use of deed plot in areas outside of the area of disturbance.

Modification to Chapter 28, Part 4, Section 403.I.5. –To waive required identification of all man-made features within 200 feet of the site boundary and permit depiction of such features in areas adjacent to the actual area of construction.

Modification to Chapter 28, Part 3, Section 302.A.1. –To waive required construction of infiltration best management practices due to underlying geology.

Modification to Chapter 28, Part 3, Section 301.J. –To waive required geological evaluation due to the elimination of infiltration facilities.

The approval of the Stormwater Management Plan and the granting of ordinance modifications are subject to the following conditions:

Compliance with the review comments outline by David Miller/Associates, Inc. in a review letter dated March 18, 2016.

Posting of financial security in accordance with Chapter 28, Part 5, Section 510.

The Applicant's written acceptance of any 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.

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

#### Stormwater Management Plan for Eli Fisher – Kraybill Church Road

A motion was made by Mr. Murphy, and seconded by Mr. Esbensshade, to approve the Stormwater Management Plan for Eli Fisher, prepared by D.C. Gohn Associates, Inc., dated January 18, 2016, last revised February 5, 2016, subject to the following conditions:

Compliance with the review comments outline by David Miller/Associates, Inc. in a review letter dated February 10, 2016.

The Applicant's written acceptance of any 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.

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

#### Waiver of Land Development Processing Procedure – Armstrong World Industries

A motion was made by Mr. Esbensshade, and seconded by Mr. Murphy, to approve the request of the Armstrong Industries to waive land development plan processing procedures as required by Chapter 22 of the Code of Ordinances of East Donegal Township for a proposed small freestanding building, in accordance with the request dated March 24, 2016.

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

#### Resolution 2016-4, Designation of Authorized Agent, Disaster Relief and Emergency Assistance Act

A motion was made by Mr. Murphy, and seconded by Mr. Esbensshade, to adopt Resolution 2016-4 authorizing the Township Manager to execute all required forms and documents for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act for the January 22, 2016 Snow Event, for and in behalf of the Township.

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

#### Contribution to the Maytown Historical Society

A motion was made by Mr. Esbensshade, and seconded by Mr. Murphy, to approve a contribution of \$3,000.00 to the Maytown Historical Society for the year 2016.

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

#### Award Contract for Roadway Materials (Aggregate) for 2016.

A motion was made by Mr. Esbensshade, and seconded by Mr. Murphy, 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, April 5, 2016 and listed below:

<b>COMPANY</b>	<b>BID SUBMITTED</b>	
	<b><u>FOB Total</u></b>	<b><u>Delivered Total</u></b>
<b>County Line Quarry</b>	<b>\$4,150.00</b>	<b>\$6,140.00</b>
<b>R.E. Pierson Materials</b>	<b>\$4,675.00</b>	<b>\$6,475.00</b>

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

**Award Contract for Oil & Chip Roadway Projects.**

Chairman Drager announced that two firms submitted bids for the oil and chip scope of work, Martin Paving, Inc. and Hammaker East Ltd. The bid amounts, opened on Tuesday, April 5, 2016 were exactly the same amount, as indicated below:

<b>COMPANY</b>	<b>BID SUBMITTED</b>
<i>Martin Paving, Inc.</i>	<i>\$33,362.16</i>
<i>Hammaker East Ltd</i>	<i>\$33,362.16</i>

Therefore, the contract award would be based on a coin-flip. Susquehanna Regional Police department's Chief Haugh was asked to toss a coin to determine the contract winner. Hammaker East, Ltd. was the winner of the coin toss.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to award the contract for the seal coating of Bullmoose Road, Old Colebrook Road and Pinkerton Road to Hammaker East Ltd., based on the outcome of the coin toss, in an amount of \$33,362.16.

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

**Award Contract for Roadway Improvements to Rock Point Road and Drager Road.**

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to award the contract for the paving of Rock Point Road and Drager Road to Pennsy Supply, Inc., based on bids received and opened on Tuesday, April 5, 2016 and listed below:

<b>COMPANY</b>	<b>BID SUBMITTED</b>
<i>Pennsy Supply, Inc.</i>	<i>\$128,741.76</i>
<i>Highway Materials</i>	<i>\$144,819.10</i>
<i>Handwerk</i>	<i>\$170,289.00</i>

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

**Installation of an Osprey Nesting Platform in Riverfront Park**

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the request of the PA Game Commission for the installation of an osprey nesting platform in Riverfront Park, subject to site selection being reviewed and approved by the Township Park Commission.

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

**Authorization to Hire Public Works Crew Member**

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the hiring of William Sager for the full-time position of Road Crew Member at an hourly rate of \$17.00.

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

#### Authorization to Hire Part-Time Clerical Help

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the hiring of Heather Ruoss for part-time clerical position at an hourly rate of \$12.00 an hour.

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

#### Award Contract for Roadway Materials (Asphalt) for 2016.

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, based on bids received and opened on Tuesday, April 5, 2016 and listed below:

<b>COMPANY</b>	<b>BID SUBMITTED</b>	
	<u>FOB Total</u>	<u>Delivered Total</u>
<b>Highway Materials</b>	<b>\$21,065.00</b>	<b>\$23,815.00</b>

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

#### Authorization to Hire Part-Time Seasonal Parks/Public Works Help

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the hiring of John Mumma for seasonal part-time parks and public works position at an hourly rate of \$13.00 an hour.

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

#### Other Business/Deliberations

Mr. Dan Houseal, Deputy Chief, Maytown East Donegal Township Fire Department, was present to discuss the Company's request for additional funding. Mr. Houseal presented Department bills for the last month of 2015 and the first months of 2016. There was general discussion regarding the bills presented and the funds that may be remaining from the Township's initial donation to the Department.

Mr. Houseal presented the Board a quote from a contractor for the removal and replacement of the existing engine bay floor. The funding for the removal and replacement of the bay floor was previously discussed with the Board with the understanding that the Department would present a quote prior to undertaking the work. The Board of Supervisors would then consider how funding of the project would take place.

There was general discussion regarding a certificate of Deposit held by the Township that was earmarked for Fire department capital projects. The amount of the Certificate of Deposit is approximately \$32,200.00.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the redemption of the Certificate of Deposit earmarked for fire Department capital projects and the use of the proceeds to fund the removal and replacement of the existing engine bay floor, and the balance remaining be donated to the Fire Department to fund Department expenses.

Discussion: None. Vote: Mr. Murphy, yes; Mr. Esbenshade, yes; and Mr. Drager, no.

#### March 2016 Zoning/Building Report

Copies of the report were provided to the Board. For the month of March 2016, Permits # 016022 through Permit # 016042 were issued for a total value of \$775,800.00. Total permit fees collected totaled \$3,342.00.

#### 2016 Schedule for Music In The Park Program

Mr. Butler provided the Board members with the scheduled for the 2016 Music In The Park program. The first evening of the program is June 5, 2016. The program continues to August 28, 2016.

#### 2016 Summer Playground Program Registration

Mr. Butler informed the Board that the Township is now accepting registration for the 2016 Summer Playground program. The charge, for residents, is \$80.00 per child. The program begins June 20, 2016 and extends through July 29, 2016.

#### May 21st Municipal Building Open House – 10 AM to 2 PM

Mr. Butler reminded the Board that the open house for the renovated Municipal Building is scheduled for Saturday, May 21, 2016 from 10:00 am to 2:00 pm.

#### Pennsylvania State Association of Township Supervisors Conference and Trade Show

Mr. Butler reminded the Board that the Pennsylvania state Association of Township Supervisors annual conference will be held April 17, 2016 through April 20, 2016 in Hershey, Pennsylvania.

#### Fire Department Mount Joy – February 2016 Monthly Incident Summary Report

For February 2016, Fire Department Mount Joy responded to 3 first due calls in East Donegal Township and 4 mutual aid call.

#### Lancaster County Clean Water Consortium Membership

Mr. Butler provided the Board members with information regarding the Consortium. The Consortium is a forum for municipal officials, engineers, business and others to share resources and work toward compliance with the Pennsylvania Department of Environmental Protection and the United States Environmental Protection Agency (US EPA) Phase II Stormwater requirements. Mr. Butler indicated that the Township, as a MS4 Permit holder, should become a member of the Consortium.

#### Susquehanna Regional Police Department – End of Year Report: 2015

Mr. Butler indicated to the Board that the Township is in receipt of the Susquehanna Regional Police Department's Annual Report for 2015.

#### 2015 Municipal Audit & Financial Report – PA Department of Economic and Community Development

Mr. Butler informed the Board that the required Municipal Audit and Financial Report was filed with the Pennsylvania Department of Economic and Community Development.

#### Northwest Emergency Medical Services Report

For March 2016, Northwest EMS responded to 40 calls in East Donegal Township. Year-to-date, Northwest EMS has responded to 114 calls in East Donegal Township.

#### Fire Department Mount Joy Report

For January 2016, Fire Department Mount Joy responded to 6 first due calls in East Donegal Township and 1 mutual aid call.

#### 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 – None.

Planning and Development - Supervisor Drager – None.

Public Safety - Supervisor Murphy – None.

Public Works - Supervisor Drager – None.

#### Adjournment

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to adjourn at 9:15 PM.

Respectfully Submitted,  
Jeffrey L. Butler, Township Secretary



The next meeting of the Board of Supervisors will be held on Thursday, May 5, 2016 at 7:30 PM. The meeting will be held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta, PA 17547.