

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on September 1, 2016

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, September 1, 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. Mike Cassidy, East High Street resident, raised a concern regarding the condition of a stormwater inlet located on Hemlock Drive. He indicated that concerns regarding the "hole" located at the back of the inlet box were first expressed during the conditional use hearing for change of use for the Maytown Elementary School. Jake Bair, Township Roadmaster, stated he would look into the matter.

The Board approved the minutes for August 4, 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. Murphy, and seconded by Mr. Esbenshade, 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 #49496 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 provided to each Supervisor and dated August 24, 2016.

Old Business.

Request for Reduction – Final Subdivision Plan for Robert and Virginia Melhorn (Sherman and Walton, Inc.)

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the release of Letter of Credit #D006151 posted for the Final Subdivision Plan for Robert E. and Virginia N. Melhorn totaling \$15,000.00, as recommended in the letter from David Miller/Associates, Inc., dated August 2, 2016.

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

Maytown East Donegal Township Fire Department – Proposed Box Alarm Changes

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize the Maytown East Donegal Township Fire Department's proposed box alarm changes dated August 4, 2016.

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

Advertise for the sale of 1996 Ford Dump Truck

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to authorize the Township Manager to re-advertise for the receipt of bids for the sale of the public works 1996 Ford Dump Truck as a result of the previous successful bidder not complying with the requirements of the sale.

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

New Business.

Chiques Rock Comprehensive Grading Plan Stormwater Management Plan – 280 Ore Mine Road

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the Stormwater Management Plan for Chiques Rock Comprehensive Grading Plan, prepared by Light-Heigel & Associates, Inc., dated March 22, 2016, last revised August 19, 2016, subject to the following conditions:

Compliance with the review comments outline by David Miller/Associates, Inc. in a review letter dated August 22, 2016.

The applicant providing the Township with evidence of approvals from the Lancaster Agricultural Preservation Board and the Lancaster County Conservation District.

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. Esbenshade, yes; and Mr. Drager, yes.

Armstrong World Industries Dust Collector Pad Stormwater Management Plan

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the Stormwater Management Plan for the Armstrong World Industries Dust Collector Pad, prepared by Wohlsen Construction, Inc., dated August 26, 2016.

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

Resolution 2016-5, Revival of the Marietta Donegal Joint Authority.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to adopt Resolution 2016-5 approving and authorizing the filing of a municipal statement of revival for the Marietta Donegal Joint Authority.

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

Resolution 2016-6, Appointment of Alternate Member of the Township Zoning Hearing Board.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to adopt Resolution 2016-6 appointing Tony Brubaker as an Alternate Member of the East Donegal Township Zoning Hearing Board.

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

Handicap Parking Space Designation – 25 West Elizabeth Street.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize the advertisement of an ordinance to designate a handicap parking space at 25 West Elizabeth Street as requested by the property owner.

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

Intergovernmental Insurance Cooperative Surplus Funds.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve earmarking surplus funds received from the Intergovernmental Insurance Cooperative totaling \$33,023.74 to fund post-retirement benefits in lieu of applying such funds to monthly Aggregate Claim Fund Deposit payment.

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

Minimum Municipal Obligation to the Non-Uniform Pension Plan for the year 2016.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to acknowledge the receipt of the calculated Minimum Municipal Obligation to the Non-Uniform Pension Plan for the year 2017, as prepared by Jeffrey L. Butler, the plan's Chief Administrative Officer, in the amount of \$177,960.32.

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

Traffic Signal Improvements at the Intersection of PA Route 441 and PA Route 23.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize the Township Manager to have the appropriate bid documents prepared and to advertise for the receipt of bids for the completion of traffic signal improvements at the intersection of PA Route 441 and PA Route 23.

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

Rental Property Inspection Program.

Craig Underwood, Township Zoning Officer/Building Code Official, was present to discuss a proposal to explore the potential of developing a rental property inspection program. He explained that the initial work will focus on life safety issues, not appearance and aesthetics of properties. In addition, the information gathering process in exploring a program will only include rental properties with three or more dwelling units on a single parcel. It's envisioned that inspections would be required every two or three years and would include a fee to cover costs of the program. Should the Board of Supervisors ultimately adopt such a program, a request of proposals would be prepared to solicit cost of third party inspection services.

Supervisors expressed support in continuing to develop the guidelines and procedures for a rental inspection program. The work should include determining the extent of existing problems, items proposed to be inspected as part of a program, the number of units that would be subject to the program and the potential cost to the Township, and property owners, to implement and maintain a rental inspection program.

Chiques Creek Watershed Pollution Reduction Plan.

Mr. Butler presented an overview of the work being undertaken within the Chiques Creek watershed to address PA Department of Environmental Protection (DEP) water quality improvement requirements. Many of the municipalities within the watershed have been working together to develop the required Pollution Reduction Plan. DEP has suggested that the participating municipalities working together must enter into an Inter-municipal Cooperative Agreement if all municipalities want to gain credit for water quality improvements done within in the watershed, but in a different municipality.

The planning done so far has not determined the number, location or cost of improvements needed. However, there have been discussions regarding how cost sharing among the participating municipalities could be calculated. Mr. Butler presented the current thinking of the group that the cost of improvements undertaken would be shared based on the required water quality reductions required by DEP. For example, a municipality that has a 10% share of the reduction required by DEP for the entire watershed would have a 10% obligation for the cost of improvements needed meet the entire watershed's requirement.

The Board of Supervisors was in general support of the approach to funding improvements in a cooperative effort. However, they recognized that a number of other issues will need to be addressed in an inter-municipal agreement beyond the cost-sharing of improvements. The Board will be looking for a finalized list of improvements required and costs associated with the improvements before formally pursuing an agreement with other participating municipalities.

2017 Budget Calendar.

Mr. Butler presented the proposed calendar for the preparation and adoption of the 2017 Township Budget. The calendar proposes an initial meeting in the month of October and the adoption of the budget at the December 1, 2016 meeting of the Board of Supervisors.

August 2016 Zoning/Building Report

Copies of the August 2016 report were provided to the Board. For the month, 17 Zoning Permits and 7 UCC Permits were issued. The total value of construction authorized equaled \$970,703.00. Permit fees collected totaled \$18,202.00.

July 2016 Municipality Report – Milanof-Schock Library

The Board received copies of the July 2016 report prepared by Barbara Basile, Executive Director.

Fire Department Mount Joy June 2016 Incident Summary Report

For June 2016, Fire Department Mount Joy responded to one first due call in East Donegal Township and one mutual aid call.

9/11 Remembered: A Fifteenth Anniversary Ceremony

The Board received notice of a 9/11 remembrance ceremony to be hosted by the Milanof-Schock Library and Mayor Tim Bradley, Mount Joy Borough. The event will be held at the library and will begin at 1:00 pm.

August Roadmaster Report

The Board received copies of the August 2016 Roadmaster Report prepared by Jake Bair, Public Works Director.

Northwest Emergency Medical Services Report

For August 2016, Northwest EMS responded to 44 calls in East Donegal Township. Year-to-date, Northwest EMS has responded to 334 calls in East Donegal Township.

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 - None.

Planning and Development - Supervisor Drager – None.

Public Safety - Supervisor Murphy indicated that the Maytown East Donegal Township Fire Department will be holding an open house during Fire Prevention Week.

Public Works - Supervisor Drager – None.

Adjournment

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to adjourn at 8:35 PM.

Respectfully Submitted,
Jeffrey L. Butler, Township Secretary

The next meeting of the Board of Supervisors will be held on Thursday, October 6, 2016 at 7:30 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta, PA 17547.