

The Board's Minutes of the East Donegal Township Board of Supervisors  
Held on January 2, 2018

The re-organization and regular meeting of the Board of Supervisors of East Donegal Township was held on Tuesday, January 2, 2018 at 5:30 PM in the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta, PA 17547.

The meeting was called to order by Supervisor Allen Esbenshade.

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

Public attendance is attached.

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

Court of Common Pleas of Lancaster County Judge Jeffrey J. Reich administered the Oath of Office to Supervisor Jones, Township Board of Auditors member Rochelle Jones and Tax Collector Michael Guinivan.

Re-Organization of the Board:

On a motion of Supervisor Esbenshade, seconded by Supervisor Murphy, Supervisor Jones was appointed Temporary Chairman. Supervisor Jones called for nominations from the floor.

A motion was made by Mr. Esbenshade and seconded by Mr. Jones to nominate Mr. Murphy as Chairman. Vote: Mr. Esbenshade; yes, Mr. Jones; yes and Mr. Murphy; yes. Motion carried.

A motion was made by Mr. Murphy and seconded by Mr. Jones to nominate Mr. Esbenshade as Vice-Chairman. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes and Mr. Jones; yes. Motion carried.

A motion was made by Mr. Esbenshade and seconded by Mr. Jones to approve the following reappointments to Township Boards and Commissions:

Reappointment of Marvin K. Nissley and Tony Brubaker to the East Donegal Township Zoning Hearing Board for a three-year term until December 31, 2020.

Reappointment of James Leonard to the East Donegal Township Municipal Water Authority for a five-year term until December 31, 2022.

Reappointment of James L. Embly and Corey Sine to the East Donegal Township Park Commission for four-year terms until December 31, 2021.

Reappointment of Thomas J. Johnstin, Phil Kling, Michael L. Brubaker and Mitch Shellenberger to the East Donegal Township Planning Commission for a five-year term until December 31, 2022.

Appointment of Thomas Jones to the Maytown East Donegal Township Fire Department Board of Directors for a three-year term until December 31, 2020.

Reappointment of Dennis J. Drager to the East Donegal Township Sewer Authority for a five-year term until December 31, 2022.

Appointment of Jacob G. Smeltz to the Maytown East Donegal Township-Marietta Borough Joint Sewer Authority for a three-year term until December 31, 2020.

Vote: Mr. Jones, yes; Mr. Esbenshade, yes; and Mr. Murphy, yes. Motion carried.

The Board approved the minutes for December 7, 2017, by a motion made by Mr. Esbenshade and seconded by Mr. Jones. Discussion: None. Vote: Mr. Jones; yes, Mr. Esbenshade; yes, Mr. Murphy; yes. Motion carried.

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve the Treasurer's Reports for the Township and approve the payment of Township bills. Discussion none. Vote: Mr. Esbenshade, yes; abstaining from the vote on check #50129 payable to him; Mr. Jones, yes; and Mr. Murphy, yes, abstaining from the vote on checks #50149 and #50158 payable to Union Community Bank. Motion carried.

Mr. Murphy acknowledged the receipt of the Balance Sheets for all Township Funds, dated December 14, 2016, which were provided to each Supervisor.

#### Old Business.

None.

#### New Business.

Request for Waiver of Land Development Plan Processing –Glaxo SmithKline, 325 North Bridge Street.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the waiver of Land Development Plan processing for Glaxo Smith Kline as requested in a November 28, 2017 letter from Light-Heigel & Associates, Inc., subject to the filing of a stormwater management plan compliant with Township regulations.

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

Resolution 2018-1 Appointing David Lockard as Sewage Enforcement Officer With Dylan Sites as Alternate and Establish Rates for Services.

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve Resolution 2018-1 Appointing David Lockard as Sewage Enforcement Officer and Dylan Sites as Alternate Sewage Enforcement Officer and Establish Rates for Services.

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

Resolution 2018-2 Appointing the Lancaster County Treasurer's Office as the Deputy Tax Collector of Real Estate Taxes for the Township.

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve Resolution 2018-2 appointing the Lancaster County Treasurer's Office as the Deputy Tax Collector of Real Estate Taxes for the Township.

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

Resolution 2018-3 Opposing HB 1620, Wireless Infrastructure Deployment Bill.

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve Resolution 2018-3 expressing the Board's opposition to HB 1620 (PN 2146) due to its intent to strip municipal control of regulating wireless facilities both within and outside the public rights-of-way.

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

#### Staff Appointments

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to approve the following reappointments of Township staff:

Reappointment of Jeffrey L. Butler as the East Donegal Township Manager and Township Secretary/Treasurer

Reappointment of Craig Underwood as the East Donegal Township Zoning Officer and East Donegal Township Building Code Official.

Reappointment of Jacob L. Bair as the East Donegal Township Roadmaster.

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

#### Appointment of Supervisor to Serve as Representative on the Susquehanna Regional Police Commission

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to approve the reappointment of Supervisor Murphy as the East Donegal Township representative to the Susquehanna Regional Police Commission and appoint Supervisor Esbenshade as the Alternative Representative.

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

**2018 Lease for Susquehanna Regional Police Department - 188 Rock Point Road**  
A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve extending the lease of the Susquehanna Regional Police Department for the year 2018 at the annual rate of \$50,000.00.

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

**Township Solicitor Appointment**

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve the reappointment of Matthew J. Creme, Jr., Nikolaus & Hohenadel, LLP, as Township Solicitor.

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

**Zoning Hearing Board Solicitor Appointment**

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to approve the reappointment of Neil Albert as legal counsel for the Zoning Hearing Board.

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

**2018 PSATS Educational Conference and Trade Show**

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the appointment of Jeffrey L. Butler as the voting delegate and Supervisors Esbenshade and Jones as alternate voting delegates at the 2018 Pennsylvania State Association of Township Supervisors Educational Convention and Trade Show on the dates of April 22 to April 25, 2018.

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

**Banks for Deposit of Township Funds**

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve the following financial institutions for the deposit of Township Funds:

- Union Community Bank
- PA Local Government Investment Trust
- PNC Bank, N.A.

Discussion: None. Vote: Mr. Jones, yes; Mr. Esbenshade, yes; and Mr. Murphy, yes, abstaining from the vote regarding Union Community Bank.

**2018 Wage Schedule for Township Employees**

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve the 2018 Wage Schedule for Township Employees as presented.

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

#### Refuse and Recycling fees for 2018

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to establish the following Refuse and Recycling fees for 2018:

Refuse/Recycling Collection - \$190.00 per year, billed as \$95.00 payable semi-annually.

Yard Waste and Grass Tags - \$1.00 each

Oversized Item Tags - \$3.00 each

Appliance Tags - \$12.00 per Appliance

Tire Tags - \$2.00 per Tire

Wheel tags - \$2.00 per Wheel

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

#### Township Engineer Appointment

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve the reappointment David Miller/Associates, Inc. as the Township Engineer.

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

#### Alternate Township Engineer Appointment

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve the reappointment Becker Engineering, Inc. as the Alternate Township Engineer.

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

#### Extension of Employment Agreement for the Township Manager

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the extension of the Employment Agreement with Jeffrey L. Butler for the position of Township Manager as executed May 3, 2012.

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

#### Mileage Reimbursement Rate 2018

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve the mileage reimbursement rate at the current IRS rate of 54.5 cents per mile through the year 2018.

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

#### Establish Treasurer's Bond Amount

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve the setting of the amount of the Treasurer's Bond at \$1,500,000.00.

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

Board members agreed on the following Liaison assignments for 2018:

Administration/Personnel - Supervisor Jones  
Finance - Supervisor Murphy  
Parks and Recreation - Supervisor Jones  
Planning and Development - Supervisor Esbenshade  
Public Safety - Supervisor Murphy  
Public Works - Supervisor Esbenshade

#### Correspondence/Announcements

December 2017 Zoning/Building Report

Copies of the December 2017 report were provided to the Board. For the month, 1 Zoning Permit and 0 UCC Permits were issued. The total value of construction authorized equaled \$2,500.00. Permit fees collected totaled \$75.00.

December 2017 Roadmaster Report

The Board received copies of the December 2017 Roadmaster Report prepared by Jake Bair, Public Works Director.

Susquehanna Regional Police Commission 2018 Meeting Schedule

The Board received copies of the 2018 meeting schedule for the Susquehanna Regional Police Commission.

Maytown East Donegal Township Fire Department 2017 Financial Reports

The Board received copies of the 2017 Financial Reports from the Maytown East Donegal Township Fire Department indicating expenses paid from funds donated by the Township to the Department. The Board is to review this information prior to approving the 2018 Township donations to the Department.

East Donegal Township Sewer Authority Meeting Minutes

The Board received copies of the November 21, 2018 meeting minutes of the East Donegal Township Sewer Authority.

#### Adjournment

A motion was made by Mr. Jones and seconded by Mr. Esbenshade to adjourn at 6:20 PM.

Respectfully Submitted,  
Jeffrey L. Butler, Township Secretary

The next meeting of the Board of Supervisors will be held on Thursday, February 2, 2017 at 7:30 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.