

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on November 1, 2018

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, November 1, 2018, at 7:00 PM in the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta, PA 17547.

The meeting was called to order by Chairman John E. Murphy.

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

Roll call of Supervisors: Present were Chairman John E. Murphy and Supervisor Tom Jones and Jeffrey Butler, Township Manager. Vice-Chairman Allen D. Esbenshade was absent.

The Board approved the minutes for the October 4, 2018 regular meeting and the October 18, 2018 special meeting of the Board of Supervisors by a motion made by Mr. Jones and seconded by Mr. Murphy. Discussion: None. Vote: Mr. Murphy; yes; and Mr. Jones; yes. Motion carried.

A motion was made by Mr. Jones 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. Jones, yes; and Mr. Murphy, yes, abstaining from the vote on check #050545 payable to Union Community Bank. Motion carried.

Mr. Murphy acknowledged the Board's receipt of the Balance Sheets for the period ending September 30, 2018 for all Township Funds.

Old Business.

Request for Reduction of Financial Securities – Stormwater Management Plan for Hess Agri Marketing – 218 Rock Point Road.

A motion was made by Mr. Jones, and seconded by Mr. Murphy, to approve a release of the remaining balance of the Financial Securities posted for the Stormwater Management Plan for Hess Agri-Marketing totaling \$8,307.64.

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

New Business.

Resolution 2018-8 - Authorizing Transfer of Fund From Township General Fund to Township Capital Reserve Fund

A motion was made by Mr. Jones, and seconded by Mr. Murphy, to adopt Resolution 2018-8 authorizing the Township Treasurer to transfer \$500,000.00 from the Township General Fund to the Township Capital Reserve Fund for use to fund future capital expenses.

Discussion: Mr. Butler indicated that the 2018 Township Budget allocated funds for the

completion of the East High Street Improvement Project. That project has been delayed until 2019. The transfer of funds to the Capital Reserve Fund will make the funds available for the project in 2019. Vote: Mr. Jones, yes; and Mr. Murphy, yes.

Amendment to the Township Code of Ordinances – Chapter 5, Part 1 Uniform Construction Code.

A motion was made by Mr. Murphy, and seconded by Mr. Jones, to authorize the Township Manager to advertise a proposed ordinance to amend Chapter 5, Part 1 of the Township Code of Ordinances to implement the 2015 edition of the International Codes as adopted, and now administered, in the Commonwealth.

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

2019 Township General Fund Budget.

Mr. Butler presented the highlights of the proposed 2019 General Fund Budget. The proposed budget does not anticipate an increase in the Township's current tax rate. As a result, the tax rate would remain 3.1165 mills.

The proposed budget projects revenue to be \$4,976,850.00 and expenditures to be \$5,162,897. The difference of \$186,047.00 to balance the budget will come from existing General Fund reserves.

Mr. Butler stated that 42% of the budget's projected revenue is from real estate taxes. Other significant sources of revenue include earned income taxes, real estate transfer taxes and local services taxes. All of these are collected by outside agencies on behalf of the Township.

Mr. Butler highlighted the public works projects proposed for 2019. The most significant project proposed is the reconstruction of East High Street, initially scheduled for 2018 but delayed through the design process. A substantial portion of the funding of this project will come from transferring funds from the Township's Capital Reserve Fund.

Almost 40% of the anticipated expenditures are within the Public Safety category. Police service expenditures are expected to be \$1,711,928.00, an increase of almost 30% from 2018.

There are no new employee positions included within the budget from 2018. The budget does include a proposed 3% wage increase for Township employees.

Mr. Butler indicated that 13% of the total real estate taxes paid by Township property owners go to the Township. An additional 12% goes to Lancaster County, while the remaining 75% is collected by the Donegal School District.

A motion was made by Mr. Jones, and seconded by Mr. Murphy, to authorize the Township Manager to advertise the proposed 2019 General Fund Budget as available

for public inspection and place the adoption of the 2019 General Fund Budget on the agenda for approval at the December 6, 2018 meeting.

Vote: Mr. Jones, yes; and Mr. Murphy, yes.

Advertise Intention to Appoint CPA to Complete 2018 Audit.

A motion was made by Mr. Murphy, and seconded by Mr. Jones, to authorize the Township Manager to advertise the Township Board of Supervisors' intention to appoint a Certified Public Accountant to complete the audit of the Township financial statements for the year ended December 31, 2018.

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

Snow Season Contractor Agreement with Twin Lane LLC.

A motion was made by Mr. Jones, and seconded by Mr. Murphy, to authorize entering into a Snow Season Contractor Agreement with Twin Lane LLC at an hourly rate of \$140.00 per hour for the term extending from November 1, 2018 to October 31, 2019.

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

Request For Road Closure –Harvest Community Church

A motion was made by Mr. Murphy, and seconded by Mr. Jones, to acknowledge the application of the Harvest Community Church to PennDOT for the closure of Route 743 at the square in Maytown on Monday, December 24, 2018 from 5:00 PM to 8:00 PM and approve the use of Township streets to detour traffic during that time.

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

Conditional Use Application – Private School, Kraybill Church Road

A motion was made by Mr. Jones, and seconded by Mr. Murphy, to acknowledge the receipt of the Conditional Use Application for a Private School use within the Agricultural District (A) and forward the application to the Township Planning Commission for review and recommendation and to schedule the required Public Hearing on the Application for the December 6, 2018 meeting of the Board of Supervisors.

Discussion: It was noted that this application is for the relocation of the private school previously considered for Iron Bridge Road. Vote: Mr. Jones, yes; and Mr. Murphy, yes.

Copies of the October 2018 Zoning/Building Report were provided to the Board. For the month, 6 Zoning Permits and 2 UCC Permits were issued. The total value of construction authorized equaled \$435,325.00. Permit fees collected totaled \$2,292.00.

The Board received copies of the October 2018 Roadmaster Report prepared by Jake Bair, Public Works Director.

The Board received copies of the September 2018 Milanof-Schock Library Report.

For September 2018, Northwest EMS responded to 50 calls in East Donegal Township. For the year 2018, Northwest EMS has responded to a total of 418 calls in East Donegal Township.

For September 2018, Fire Department Mount Joy responded to 5 first due call in East Donegal Township.

Maytown East Donegal Township Fire Department – No Report.

The Board received copies of the September 18, 2018 meeting minutes of the East Donegal Sewer Authority.

The Board received copies of the November 8, 2018 meeting agenda of the Township Planning Commission.

The Board received copies of the 3rd Quarter Report of the Lancaster County Drug Task Force prepared by the District Attorney of Lancaster County.

Mr. Butler informed the Board that the Township received a rebate of \$2,005.42 from the use of Township procurement cards for purchases.

Liaison Assignment Reports

Administration/Personnel – Supervisor Jones - None.

Finance – Supervisor Murphy – None.

Parks and Recreation – Supervisors Jones – None.

Planning and Development – Mr. Butler indicated that the Township Planning Commission will be meeting November 8, 2018.

Public Safety – Supervisor Jones informed the Board that the new fire truck is about ready to be put into service. The truck is currently being lettered prior to its use.

Public Works – None.

Adjournment

A motion was made by Mr. Jones and seconded by Mr. Murphy to adjourn at 7:45 PM.

Respectfully Submitted,

Jeffrey L. Butler, Township Secretary

The next regular meeting of the Board of Supervisors will be held on Thursday, December 6, 2018 at 7:00 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.