

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on December 5, 2019

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, December 5, 2019, 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 Murphy.

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

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

Public attendance is attached.

The Board approved the minutes for the November 7, 2019 regular meeting of the Board of Supervisors by a motion made by Mr. Esbenshade and seconded by Mr. Jones. Discussion: None. Vote: Mr. Jones; yes, Mr. Esbenshade; yes, and 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. Jones; yes, abstaining from the vote on check #51380 payable to himself, Mr. Esbenshade; yes, abstaining from the voter on check #51343 payable to himself, and Mr. Murphy; yes, abstaining from the vote on check #51368 payable to himself.

Mr. Murphy acknowledged the Board's receipt of the Balance Sheets for the period ending October 31, 2019 for all Township Funds.

Old Business.

Request for Release of Financial Securities – Final Subdivision and Land Development Plan for Sheetz

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to approve the release of Letter of Credit posted for the Final Subdivision and Land Development Plan for Sheetz totaling \$23,498.75, subject to the posting of an alternate form of financial security in the amount of \$2,500.00 as recommended by Becker Engineering, Inc. in an email dated November 27, 2019.

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

Resolution #2019-12 adopting the 2020 Fiscal Budget and Establishing the Real Estate Tax Millage Rate for the Fiscal Year 2020.

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to adopt

Resolution 2019-12 approving the 2020 Fiscal Budget and establishing the 2020 tax rate of 3.1165 mills.

The Board noted that the approved budget does not require an increase in the Township's tax rate from 2019. Vote: Mr. Jones, yes; Mr. Esbenshade, yes; and Mr. Murphy, yes.

Parking Limitations – Certain Locations

There was general discussion regarding how limiting the parking of campers, trailers and other recreational vehicles on public streets will impact the need to park such vehicles on lots within residential areas. The parking of vehicles on residential lots is regulated through the Township zoning ordinance. Current Township zoning regulations would need to be revised to address vehicles that could be prohibited to be parked on public streets. It was suggested that the Township Planning Commission discuss the issue and forward a recommended zoning amendment for the Board to consider.

New Business.

Stormwater Management Waiver – Jay Kauffman, Oak Road

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to approve the request of Jay Kauffman, Oak Road, to defer review and approval of the required stormwater management plan to Conoy Township for any driveway improvements associated with the construction of a single-family home that may be proposed to be located within East Donegal Township, subject to the condition that evidence of adequate clear sight distance and safe stopping distance is provided to the Township prior to the construction of any driveway.

Adam Keiper, representing the property owner, was present to discuss this request. He provided the Board with an overview of the project's location. The portion within East Donegal Township is limited, with most of the project, including the proposed dwelling, being located within Conoy Township. Vote: Mr. Jones, yes; Mr. Esbenshade, yes; and Mr. Murphy, yes.

Resolution 2019-13 Approving Contract Change Orders for East High Street Improvements, Phase II Project

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to adopt Resolution 2019-13 approving contract Change Order 5 and Change Order 6 for an increase in the amount of \$57,562.00 for the East High Street Improvements, Phase II Project.

Mr. Butler provided the Board with a report summarizing the project's change orders that have been approved. The six approved change orders have increased the total project cost by \$102,515.75, or 9.4%. The Township's portion of the change orders

approved totals \$20,628.00. Vote: Mr. Jones, yes; Mr. Esbenshade, yes; and Mr. Murphy, yes.

Meeting Dates for the Board of Supervisors for the Year 2020.

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to establish the following meeting dates for the East Donegal Township Board of Supervisors.

January 6, 2020 at 5:00 PM – Organization/Regular Meeting	July 2, 2020 August 6, 2020
February 6, 2020 at 6:00 PM	September 3, 2020
March 5, 2020	October 1, 2020
April 2, 2020	November 5, 2020
May 7, 2020	December 3, 2020
June 4, 2020	

Board of Supervisors meetings, except as noted, are scheduled for 7:00 PM. Meetings are held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.

The Board will hold the required MS4 Annual Meeting as part of the February 6, 2020 meeting. Vote: Mr. Jones, yes; Mr. Esbenshade, yes; and Mr. Murphy, yes.

Meeting Dates for the Township Planning Commission for the Year 2020.

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to establish the second Thursday of every month at 7:00 PM as the meeting dates for the East Donegal Township Planning Commission. Meetings are held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.

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

Meeting Dates for the Township Zoning Hearing Board for the Year 2020.

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to establish the second Monday of every month, except for the month of October, when due to a holiday, the meeting will be held on Wednesday, October 14, at 7:00 PM as the meeting dates for the East Donegal Township Zoning Hearing Board. Meetings are held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.

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

2020 Holiday Schedule.

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to approve following schedule of holidays for 2020:

New Year's Day – January 1, 2020
President's Day – February 17, 2020
Good Friday – ½ Day April 9, 2020 and April 10, 2020

Memorial Day – May 25, 2020
Independence Day – ½ day July 2, 2020 and July 3, 2020
Labor Day – September 7, 2020
Columbus Day – October 12, 2020
Veterans Day – November 11, 2020
Thanksgiving Day – ½ day November 25, 2020 and November 26, 2020
Day after Thanksgiving – November 27, 2020
Day before Christmas – ½ day December 23, 2020 and December 24, 2020
Christmas Day – December 25, 2020

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

Maytown Square Traffic Controls

Supervisor Jones noted that following the Board's decision at the November 7, 2019 regarding the placement of Yield signs at the Route 743 approaches to Center Square in Maytown, he had a meeting with Chief Haugh, Susquehanna regional Police Department. Chief Haugh indicated that potential enforcement may be aided if all approaches to the square were regulated with Yield signs, not just the Route 743 approaches. It was stated that the replacement of the Stop signs on High Street would require an adoption of an ordinance by the Board of Supervisors.

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to direct Township staff to prepare the required ordinance necessary to replace the existing Stop signs at the High Street approaches to Center Square with Yield signs.

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

Copies of the November 2019 Zoning/Building Report were provided to the Board. For the month, 10 Zoning Permits and 5 UCC Permits were issued. Staff performed 16 zoning inspections and 38 UCC inspections for the month. The total value of construction authorized equaled \$352,100.00. Permit fees collected totaled \$7,209.25.

The Board received copies of the November 2019 Roadmaster Report prepared by Jake Bair, Public Works Director.

The Board received copies of the October 2019 Milanof-Schock Library Report.

For October 2019, Northwest EMS responded to 38 calls in East Donegal Township. For the year, Northwest EMS responded to 496 calls in East Donegal Township

For October 2019, Fire Department Mount Joy responded to 2 first due calls in East Donegal Township.

Maytown East Donegal Township Fire Department – No report received.

The Board received copies of the October 15, 2019 meeting minutes of the East Donegal Sewer Authority.

The Board received copies of the November 19, 2019 meeting minutes of the East Donegal Municipal Authority.

The Board received copies of the PSATS Emergency Manager newsletter for the 4th quarter of 2019.

Mr. Butler informed the Board that the Township has been awarded a \$20,000.00 from the PA Department of Conservation and Natural Resources to be used for the preparation of a park master plan for the Chickies Creek Day Use Area.

The Board received a notice regarding the December 17, 2019 Wreaths Across America ceremony to be held at the Municipal Building. The event is sponsored by the American Legion Auxiliary.

The Board received 2020 budget information and donation request from the Mount Joy Area Historical Society.

Liaison Assignment Reports

Administration/Personnel – Supervisor Jones - None.

Finance – Supervisor Murphy – None.

Parks and Recreation – Supervisor Murphy – None.

Planning and Development – Supervisor Esbenshade - None.

Public Safety – Supervisor - None.

Public Works – None.

Adjournment

A motion was made by Mr. Jones and seconded by Mr. Esbenshade 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 Monday, January 6, 2020 at 5:00 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.