

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on February 6, 2020

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, February 6, 2020, at 6:00 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 Esbenshade 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. Also present was Jacob Bair, Township Public Works Director.

Public attendance is attached.

Chairman Murphy stated that representatives from David Miller/Associates, Inc., Township Engineer, and from LandStudies, Inc. were present to discuss the Township's Small Municipal Separate Storm Sewer System (MS4) program. The purpose of the presentation was to meet the requirement that an annual public meeting be held to update the community on the development and implementation of the Stormwater Management Program, and to gather public comments. Mr. Butler noted that the meeting was advertised, and meeting notices were posted at the Municipal Building.

Mr. Nick Ebersole, David Miller/Associates, Inc., stated that the Township is subject to terms and conditions of an issued Municipal Separate Storm Sewer System (MS4) Permit. The MS4 Permit regulates the discharges of stormwater to local streams. Under the MS4 Program, the Township is required to incorporate the six elements known as minimum control measures, or MCMs into the stormwater management programs:

- Public education and outreach (MCM #1)
- Public involvement and participation (MCM #2)
- Illicit discharge detection and elimination (MCM #3)
- Construction site runoff control (MCM #4)
- Post-construction stormwater management (MCM #5)
- Pollution prevention and good housekeeping (MCM#6)

Each MCM has a series of suggested best management practices (BMPs) that guide program development, tracking, enforcement, and reporting.

Ms. Charity Quinn, LandStudies, Inc. provided an overview of the activities underway to meet the goals stated in the Township's Stormwater Management Program.

Sub-drainage areas are being identified and mapped. This includes the stormwater

infrastructure within these sub-drainage areas, referred to as municipal storm sewer shed system (MS3), and outfall locations.

Dry weather inspections of outfalls is scheduled to begin this spring and wrap up in fall 2020. Wet weather outfall inspections to begin in spring 2021 and wrap up in fall 2021. A pathogens plan, based on wet weather discharge characterizations, is expected to be completed prior to annual report submittal in Sept 2020.

The first round of post-construction stormwater best management practices inspections has been completed. The first round of inspections was performed on properties located in the western half of the Township. The inspections generated 39 reports. Nineteen projects needed corrective action. Twelve property owners have made the corrections or created a plan to make the correction identified. The remaining property owners will be receiving a follow-up notice.

There was general discussion regarding notices given to potential buyer of property that may have stormwater facilities located on them. Although properties with stormwater easements may have a reference to the easement in the deed, the maintenance responsibilities are typically not outlined in deeds or property sales documents.

Several new efforts will be undertaken in 2020 while some actions are ongoing. Public works municipal inspection training is expected to begin in the spring of 2020 and will continue bi-monthly through 2020. Neighboring municipalities are being invited to attend these training sessions. The Township's MS4 Annual Report was submitted on September 27, 2019. The next Annual Report is due by September 30, 2020.

The post construction stormwater best management practices inspections for the eastern side of the Township is anticipated to commence in the Fall of 2020. Corrective action reports will be sent to property owners as needed. Based on the findings of the inspection completed for the entire Township, articles will be placed in the Township newsletter and information sheets will be developed that address the most common issues found.

Illicit discharge detection and elimination is a crucial element of the Township's stormwater management program for protection of receiving waterways from concentrated pollutants that may result in the regulated system causing and/or contributing to an impairment. An Illicit Discharge Detection & Elimination Plan has been created and is intended to layout the process for field visits, sampling during dry weather flows, pollution prevention approaches, and investigating procedures for the detection of illicit discharges to and from the MS4. There were no enforcement actions in 2018-2019 permit year. Illicit discharge detection and elimination educational language and reporting process added to website in 2019.

Some of the planned 2020 activities that the public can participation in are:

The installation of Township rain garden at the Township Building (Spring of 2020)

Attend the Lancaster County Water Week Activities (June 2020)
Attend Chiques Creek Watershed Alliance Meetings (Monthly-first Wednesday of Month)

Supervisor Murphy invited the public in attendance to comment on the information presented or ask questions about the Township stormwater management program.

The property owner at 818 Senz Drive indicated that they are experiencing a water problem from runoff from neighboring properties. He was invited to talk with the Township Public Works Director to set-up a site visit to review the problem.

There were no other comments received from the public.

The Board approved the minutes for the January 6, 2020 organizational and 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. Jones 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. Jones; yes, Mr. Esbenshade; yes, and Mr. Murphy; yes.

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

Old Business.

Stormwater Management Plan for Marietta Motors – Extension of Time

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to accept the extension of time for consideration of the Stormwater Management Plan for Marietta Motors until May 10, 2020, as granted by the applicant.

Mr. Butler stated that this is the second extension of time for the consideration of this plan. Vote: Mr. Jones, yes; Mr. Esbenshade, yes; and Mr. Murphy, yes.

New Business.

Resolution 2020-4 Accepting Dedication of Additional Right-of-Way along Kraybill Church Road.

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve Resolution 2020-4 Accepting the dedication of additional right-of-way along Kraybill Church Road (T-811), East Donegal Township, Lancaster County, PA.

Mr. Butler indicated that the additional right-of-way was being dedicated to the Township as part of the recently approved Luke Brubaker subdivision plan. Vote: Mr.

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

Resolution 2020-5 Approving Contract Change Order for East High Street Improvements, Phase II Project

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to adopt Resolution 2020-5 approving contract Change Order 9 for an increase in the amount of \$25,077.00 for the East High Street Improvements, Phase II Project.

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

Ordinance 2020-1 Adopting the Code of Ordinances of the Township of East Donegal, Lancaster County, PA.

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve Ordinance 2020-1 Adopting the Code Of Ordinances of the Township of East Donegal, Lancaster County, PA, consolidating and revising certain ordinances; providing a procedure for amending the Code, for the citation of the Code and for the effective date thereof; establishing responsibility for maintenance of the Code; and prescribing penalties for violation.

Mr. Butler explained that the Ordinance 2020-1 does not enact new regulations. The ordinance restates the current Code of Ordinances in a new format. The new format is a result of changing publishers of the code. In addition, the Code is now accessible online through the Township website. Vote: Mr. Jones, yes; Mr. Esbenshade, yes; and Mr. Murphy, yes.

Appointments to the East Donegal Township Park Commission

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to approve the following appointments to the East Donegal Township Park Commission:

Appointment of Alan Kaylor to complete the unexpired term of Rebecca Jenkins until December 31, 2020.

Appointment of Nickolas Ebersole to complete the unexpired term of Michael Guinivan until December 31, 2022.

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

Lancaster County Board of Elections Polling Place Letter of Agreement.

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to approve entering into an agreement with the Lancaster County Board of Elections for the use of the Township Municipal Building as Polling Place for the Primary to be held on Tuesday, April 28, 202 and the Election to be held on Tuesday, November 3, 2020.

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

2020 Contribution to Lancaster County Drug Enforcement Task Force.

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to approve a contribution of \$7,755.00 to the Lancaster County Drug Enforcement Task Force for the year 2020.

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

Donegal Farms, LP – Petition for Addition to Agricultural Security Area – Donegal Springs Road

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, to acknowledge receipt of the petition of Donegal Farms, LP for the addition of 46.64 acres located along Donegal Springs Road to the Agricultural Security Area of East Donegal Township and completion of the Township Procedure Acknowledgement form indicating the Township selects to wait out the 180-day limit to allow the application to be declared approved.

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

Request for Handicap Parking Designation

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to acknowledge receipt of the request of Kathryn Ferree for the designation of a handicap parking space at 40 East High Street and direct the Township Manager to prepare the required ordinance for consideration by the Board of Supervisors at the March 5, 2020 meeting.

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

Copies of the January 2020 Zoning/Building Report were provided to the Board. For the month, 9 Zoning Permit and 10 UCC Permits were issued. The total value of construction authorized equaled \$88,919.00. Permit fees collected totaled \$2,990.00. There were 97 zoning inspections and 41 UCC inspections conducted in the month.

The Board received copies of the January 2020 Roadmaster Report prepared by Jake Bair, Public Works Director.

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

For December 2019, Northwest EMS responded to 50 calls in East Donegal Township. For the year 2019 Northwest EMS has responded to a total of 603 calls in East Donegal Township.

For December 2019, Fire Department Mount Joy responded to 3 first due calls in East Donegal Township. The Department's Annual Report indicated that the Department responded to 34 first due calls in East Donegal Township.

Maytown East Donegal Township Fire Department – No Report.

The Board received copies of the December 5, 2019 and January 7, 2020 meeting minutes of the Susquehanna Regional Police Commission.

The Board received copies of the November 14, 2019 meeting minutes of the East Donegal Township Planning Commission.

The Board received copies of the December 17, 2019 meeting minutes of the East Donegal Sewer Authority.

The Board received copies of the December 17, 2019 meeting minutes of the East Donegal Township Municipal Authority.

The Board received copies of the January 7, 2020 meeting of the Township Board of Auditors.

The Board received copies of the January 2020 PSATS NewsBulletin.

The Board received copies of the Legislative Locator, January 2020, prepared by The Pennsylvania Municipal League.

The Board received copies of the Winter 2020, PSATS Township Legal Defense Partnership Newsletter.

The Board received the Lancaster County Drug Task Force 4th Quarter Report and Year-end Report for 2019.

The Board received an invitation to attend the Northwest EMS Municipal Meeting scheduled for Wednesday, February 12, 2020 at Mount Joy Township Building.

The Board received information regarding the applications received by the East Donegal Township Zoning Hearing Board and schedule for hearing on February 10, 2020.

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 Murphy stated that the Susquehanna Regional Police Commission authorized the hiring of a new part-time officer. The Department will soon be down 3 officers to due medical reasons and an officer's military deployment.

Public Works – Mr. Esbenshade indicated that additional windows have been replaced in the farmhouse located within Chickies Creek Day Use Area.

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 Thursday, March 5, 2020 at 5:00 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.