

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on November 5, 2020

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, November 5, 2020, 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 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.

Public attendance is attached.

Ms. Sara Gutshall, representing the American Legion Auxiliary, was present to recognize Supervisor Jones for his contribution to the commemorative paver project completed in the Maytown Square. Supervisor Jones contributed his time, along with the time and materials of his company, to complete the placement of personalized pavers sold by the American Legion Auxiliary. Ms. Gutshall presented Supervisors Jones with a certificate of recognition and a paver with his name engraved.

Ms. Bridey Hannold, 9 North River Street, followed-up on her questions regarding stop signs at the intersection of Elizabeth Street and Harter Street and the parking restriction around the Maytown Post Office. She stated that she believes that the signs are not placed in the location specified in the Township Code of ordinances.

The Board approved the minutes for the October 1, 2020 regular meeting of the Board of Supervisors and the October 20, 2020 special meeting of the Board of Supervisors by a motion made by Mr. Jones and seconded by Mr. Esbenshade. 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, Mr. Esbenshade; yes, and Mr. Murphy; yes. Motion carried.

Mr. Murphy acknowledged the Board's receipt of the Balance Sheets for the period ending September 30, 2020 for all Township Funds.

Mr. Murphy recognized Dan Houseal, Deputy Chief, Maytown East Donegal Township Fire Department, to address the Box Alarm changes proposed by the Department. Deputy Chief Houseal indicated that the changes were circulated to the other departments impacted and

none have expressed concerns with them.

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to authorize the Maytown East Donegal Township Fire Department's proposed box alarm changes dated October 12, 2020. Vote: Mr. Jones; yes, Mr. Esbenshade; yes, and Mr. Murphy; yes. Motion carried.

Old Business.

Release of Financial Security – Dale and Joyce Graybill Final Subdivision Plan

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to approve the reduction of financial securities posted for the Dale and Joyce Graybill Final Subdivision Plan in the amount of \$8,841.20, as recommended in the letter from David Miller/Associates, Inc., dated November 4, 2020.

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

New Business.

2021 Township General Fund Budget.

Mr. Butler presented the highlights of the proposed 2021 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 \$4,366,042.00 and expenditures to be \$4,723,381.35. The difference of \$357,339.35 to balance the budget will come from existing General Fund reserves.

Mr. Butler stated that approximately 46% 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. Combined these sources account for over 80% of the revenue anticipated in the proposed budget. All of these are collected by outside agencies on behalf of the Township.

Mr. Butler highlighted the public works projects proposed for 2021. The most significant effort will be participation in the relocation of Coffee Goss Road in cooperation with the developer of the Bridle Path Section 3 residential development and various stormwater management projects. Other 2021 roadway projects will be funded with from the Township's Highway Aid Fund.

Over 43% of the anticipated total expenditures are within the Public Safety category. Police service expenditures are expected to be \$1,755,247.00, a 4% increase from 2020.

There are no new employee positions included within the budget from 2021. The budget does include a proposed 1% wage increase for Township employees.

Mr. Butler indicated that 12.4% of the total real estate taxes paid by Township property owners go to the Township. An additional 11.6% goes to Lancaster County, while the remaining 76% is collected by the Donegal School District.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize the Township Manager to advertise the proposed 2021 General Fund Budget as available for public inspection and place the adoption of the 2021 General Fund Budget on the agenda for approval at the December 3, 2020 meeting.

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

Advertise Intention to Appoint CPA to Complete 2020 Audit.

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, 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, 2020.

It was noted that this action does not appoint a Certified Public Accountant to complete the work, only provides notice that the audit will not be undertaken by the Township Board of Auditors. Vote: Mr. Jones; yes, Mr. Esbenshade; yes, and Mr. Murphy; yes. Motion carried.

Snow Season Contractor Agreement with Twin Lane LLC.

A motion was made by Mr. Esbenshade, and seconded by Mr. Jones, 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, 2020 to October 31, 2021.

Mr. Butler indicated that the rate remains the same as the 2019-2020 contract. Vote: Mr. Jones; yes, Mr. Esbenshade; yes, and Mr. Murphy; yes. Motion carried.

Request For Road Closure –Cross Roads Church

A motion was made by Mr. Jones, and seconded by Mr. Esbenshade, to acknowledge the application of the Cross Roads Maytown Church to PennDOT for the closure of Route 743 at the square in Maytown on Thursday, December 24, 2020 from 5:30 PM to 8:30 PM and approve the use of Township streets to detour traffic during that time.

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

MS4 Annual Meeting

The Board discussed the scheduling of the annual meeting to present an update of the

Township efforts to comply with the MS4 stormwater management mandates. In lieu of holding a special meeting, the Board agreed to start the February 2021 regular meeting of the Board an hour earlier and dedicate the first hour of the meeting to the stormwater management presentation.

Copies of the October 2020 Zoning/Building Report were provided to the Board. For the month, 10 Zoning Permit and 5 UCC Permits were issued. The total value of construction authorized equaled \$1,128,365.00. Permit fees collected totaled \$4,682.00. There were 19 zoning inspections and 14 UCC inspections conducted in the month.

The Board received copies of the September 2020 Milanof-Schock Library Report.

For September 2020, Northwest EMS responded to 56 calls in East Donegal Township. To date, Northwest EMS responded to 489 call in East Donegal Township.

For August 2020, Fire Department Mount Joy responded to 5 first due calls in East Donegal Township.

Maytown East Donegal Township Fire Department – No Report.

The Board received copies of the September 15, 2020 meeting minutes of the East Donegal Sewer Authority.

The Board received copies of the October 2020 NewsBulletin prepare by the PA State Association of Township Supervisors.

The Board received copies of the 2020 Resolutions passed by the PA State Association of Township Supervisors. The adopted resolutions establish policies and positions of the Association.

Liaison Assignment Reports

Administration/Personnel – None.

Finance –None.

Parks and Recreation – None.

Planning and Development –None.

Public Safety – None.

Public Works – None.

Adjournment

A motion was made by Mr. Esbenshade and seconded by Mr. Jones to adjourn at 8:05 PM.

Respectfully Submitted,

Jeffrey L. Butler, Township Secretary

The next regular meeting of the Board of Supervisors will be held on Thursday, December 3, 2020 at 7:00 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.