

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on January 4, 2021

The re-organization and regular meeting of the Board of Supervisors of East Donegal Township was held on Monday, January 4, 2021 at 5:00 PM in the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta, PA 17547.

The meeting was called to order by Supervisor John Murphy.

Roll call of Supervisors: Present were Supervisor Allen D. Esbenshade, Supervisor John Murphy and Supervisor Thomas Jones. Also present was Jeffrey Butler, Township Manager.

Public attendance is attached.

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

Re-Organization of the Board:

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

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to nominate Mr. Jones as Chairman. Vote: Mr. Esbenshade; yes, Mr. Murphy; yes and Mr. Jones; 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. Murphy and seconded by Mr. Esbenshade to approve the following reappointments to Township Boards and Commissions:

Reappointment of Marvin Nissley and Tony Brubaker to the East Donegal Township Zoning Hearing Board for a three-year term until December 31, 2023.

Reappointment of Robert Hiestand to the East Donegal Township Municipal Water Authority for a five-year term until December 31, 2025.

Reappointment of Daniel Aungst to the East Donegal Township-Marietta Joint Sewer Authority for a three-year term until December 31, 2023.

Reappointment of Alan Kaylor to the East Donegal Township Park Commission for four-year terms until December 31, 2024.

Reappointment of Thomas Jones to the Maytown East Donegal Township Fire Department Board of Directors for a three-year term until December 31, 2023.

Reappointment of Arlan Hollinger to the East Donegal Township Planning Commission for a five-year term until December 31, 2025.

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

Ms. Bridey Hannold, 9 North River Street, indicated that the placement of a street signs may not take formal action by the Board of Supervisors. She requested that placement of a Center Square street sign be considered as a future agenda item for the Board.

In response to Ms. Hannold’s question regarding the purchase of trash tags, it was indicated that tags would not be required for leaf pick-up days.

The Board approved the minutes for December 3, 2020, by a motion made by Mr. Esbenshade and seconded by Mr. Murphy. Discussion: None. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes and Mr. Jones; yes. Motion carried.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the Treasurer’s Reports for the Township and approve the payment of Township bills.

FUND	AMOUNT	CHECK #'S
General Fund	\$235,555.81	51821 - 51850
Trash and Recycling Fund	\$26,173.93	1911 - 1917
Subdivision Escrow Fund	\$12,659.30	554 - 556
TOTAL	\$274,389.04	

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

Mr. Jones acknowledged the receipt of the Balance Sheets for all Township Funds as of November 30, 2020, which were provided to each Supervisor.

Old Business.

Release of Financial Security – Bridle Path at Village Square, Section 3

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve a reduction of financial securities posted for the Final Subdivision Plan for Bridle Path at Village Square, Section 3, in the amount of \$1,191,145.25, as recommended in the letter from David Miller/Associates, Inc., dated December 30, 2020.

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

Release of Financial Security – Stormwater Management Plan for Elam Stoltzfus, 2323 Donegal Springs Road

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the

release of financial securities posted for the Stormwater Management Plan for Elam Stoltzfus, in the amount of \$3,377.85, as recommended in the letter from David Miller/Associates, Inc., dated December 16, 2020, subject to the placement of all lot pins, the submittal of digital version of the as-built plan and the recording of the Stormwater Management Operation and Maintenance Agreement.

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

New Business.

Stormwater Management Plan for Florin Farms Hatchery

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the Stormwater Management Plan for Florin Farms Hatchery, prepared by Pioneer Management LLC, dated October 6, 2020, last revised November 24, 2020, and grant the following modifications to Township ordinance requirements.

Modification to Chapter 39, Article IV, Section 39-82.(1)a. –To permit use of bio-retention area that will release a 2-year 24-hour design storm over 45 hours.

Modification to Chapter 39, Article IV, Section 39-87.(c)(1)(a)[3] –To permit less than 1-foot to stone subgrade over a conveyance facility, subject to applicant providing Class V reinforced concrete pipe.

Modification to Chapter 39, Article IV, Section 39-87©(1)(a)[4] –To permit use of 12” reinforced concrete pipe in lieu of 15” minimum diameter pipe required by ordinance.

The approval of the Stormwater Management Plan, and the granting of the ordinance modifications, are subject to the following conditions:

Compliance with the review comments outlined by David Miller/Associates, Inc. in a review letter dated December 11, 2020.

The Applicant’s written acceptance of any conditions within thirty (30) days from receipt of written notice of plan approval by the Township Board of Supervisors, on a form provided by the Township.

If the conditions are not accepted, the approval by the Board of Supervisors will be revoked, and the application will be denied for the reasons listed as conditions of approval of the Plan.

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

Stormwater Management Plan for Proposed Veterinary Clinic for Brian and Molly Kopec

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the Stormwater Management Plan for Proposed Veterinary Clinic for Brian and Molly Kopec, prepared by TeamAg, Inc., dated October 8, 2020, last revised November 30, 2020.

The approval of the Stormwater Management Plan is subject to the following conditions:

Compliance with the review comments outlined by David Miller/Associates, Inc. in a review letter dated December 16, 2020.

The Applicant's written acceptance of any conditions within thirty (30) days from receipt of written notice of plan approval by the Township Board of Supervisors, on a form provided by the Township.

If the conditions are not accepted, the approval by the Board of Supervisors will be revoked, and the application will be denied for the reasons listed as conditions of approval of the Plan.

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

Resolution 2021-1 Appointing David Lockard as Sewage Enforcement Officer With Dylan Sites as Alternate and Establish Rates for Services.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve Resolution 2021-1 Appointing David Lockard as Sewage Enforcement Officer and Dylan Sites as Alternate Sewage Enforcement Officer and Establish Rates for Services.

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

Resolution 2021-2 Appointing the Lancaster County Treasurer's Office as the Tax Collector of Real Estate Taxes for the Township.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve Resolution 2021-2 appointing the Lancaster County Treasurer's Office as the Tax Collector of Real Estate Taxes for the Township.

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

Resolution 2021-3, Planning Module for New Land Development, Etter Subdivision

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to adopt Resolution 2021-3 approving the Sewage Facilities Planning Module for the Etter Subdivision, and its submittal to the Pennsylvania Department of Environmental Protection.

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

Staff Appointments

A motion was made by Mr. Murphy, 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

Reappointment of Jodi L. Diaz as the East Donegal Township 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. Murphy; yes, Mr. Esbenshade; yes and Mr. Jones; yes.

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

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

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

2021 Lease for Susquehanna Regional Police Department - 188 Rock Point Road

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve extending the lease of the Susquehanna Regional Police Department for the year 2021 at the annual rate of \$50,000.00.

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

Township Solicitor Appointment

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

Mr. Jones indicated that Mr. Creme was recently recognized by the Bar Association for his outstanding work. He stated the Township is fortunate to have Mr. Creme serving as the Township Solicitor. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes and Mr. Jones; yes.

Zoning Hearing Board Solicitor Appointment

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

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

2021 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 Supervisor Jones as the alternate voting delegate at the 2021 Pennsylvania State Association of Township Supervisors Educational Convention and Trade Show on the dates of April 18, 2021 to April 21, 2021.

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

Banks for Deposit of Township Funds

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

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

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

2021 Wage Schedule for Township Employees

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the 2021 Wage Schedule for Township Employees as presented.

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

Township Engineer Appointment

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

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

Alternate Township Engineer Appointment

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

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

Mileage Reimbursement Rate 2021

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the mileage reimbursement rate at the IRS rate of 56.0 cents per mile through the year 2021.

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

Establish Treasurer's Bond Amount

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the

setting of the amount of the Treasurer's Bond at \$1,500,000.00.

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

Appointment of CPA to Complete 2020 Audit.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the selection of White, Rudy LLC to complete the audit of the Township financial statements for the year ended December 31, 2020.

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

Fire Department Mount Joy – Proposed Box Alarm Changes

A motion was made by Mr. Jones, and seconded by Mr. Murphy, to authorize the Fire Department Mount Joy's proposed box alarm changes dated November 30, 2020.

Supervisor Jones highlighted the changes proposed by Fire Department Mount Joy. The changes do not adjust or alter any coverage area boundaries between Fire Department Mount Joy and Maytown East Donegal Township Fire Department. It does adjust equipment called into box alarm areas based on availability of municipal fire hydrants. Mr. Jones indicated that the proposed changes were reviewed by the Maytown East Donegal Township Fire Department and there were no concerns expressed. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes and Mr. Jones; yes.

Copies of the December 2020 Zoning/Building Report were provided to the Board. For the month, 8 Zoning Permit and 6 UCC Permits were issued. The total value of construction authorized equaled \$280,800.00. Permit fees collected totaled \$11,615.00. There were 4 zoning inspections and 13 UCC inspections conducted in the month.

The Board received copies of the December 2020 Roadmaster Report.

For November 2020, Northwest EMS responded to 50 calls in East Donegal Township. To date, for the year 2020 Northwest EMS has responded to a total of 593 calls in East Donegal Township.

For November 2020, Fire Department Mount Joy responded to 1 first due call in East Donegal Township.

Maytown East Donegal Township Fire Department – No Report.

The Board received copies of the November 5, 2020 meeting minutes of the Susquehanna Regional Police Commission.

The Board received copies of the November 12, 2020 meeting minutes of the East Donegal Township Planning Commission.

The Board received copies of the November 17, 2020 meeting minutes of the East Donegal Sewer Authority.

The Board received copies of the December 2020 PSATS NewsBulletin.

The Board received a letter for Northwest EMS highlighting the success of their Toys for Tots collection effort. Northwest EMS places a Toys for Tots collection in box in the lobby of the Municipal Building.

The Board received information regarding the next Zoning Hearing Board meeting scheduled for Monday, January 11, 2021.

Liaison Assignment Reports

Administration/Personnel – None.

Finance –None.

Parks and Recreation – None.

Planning and Development –None.

Public Safety – Mr. Murphy indicated that the search for a Chief for the Susquehanna Regional Police Department has been extended.

Public Works – None.

Chairman Jones took a moment to recognize the Eagle Disposal employee that lost his life while working a route in East Donegal Township and asked for prayers for the employee's family.

Adjournment

A motion was made by Mr. Murphy and seconded by Mr. Esbenshade to adjourn at 5:35 PM.

Respectfully Submitted,

Jeffrey L. Butler, Secretary

The next regular meeting of the Board of Supervisors will be held on Thursday, February 4, 2021 at 6:00 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.