

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

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, February 4, 2021, 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 Tom Jones.

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

Roll call of Supervisors: Present were Chairman Tom Jones, Vice-Chairman Allen D. Esbenshade, and Jeffrey Butler, Township Manager. Supervisor John Murphy joined the meeting at 6:30 PM.

Public attendance is attached.

Chairman Jones stated that representatives from David Miller/Associates, Inc., Township Engineer, 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.

Ms. Charity Burkhart, 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. The Township addresses the MS4 requirements through actions needed to meet the goals stated in the Township's Stormwater Management Program.

The mapping of sub-drainage areas within the Township were continued to be identified, refined, and mapped. This includes the stormwater infrastructure within these sub-drainage areas, referred to as municipal storm sewershed system (MS3), and outfall locations.

Dry weather inspections of outfalls were completed in 2020. Wet weather outfall inspections will begin in spring 2021. Ms. Burkhart addressed the methods used for dry weather and wet weather monitoring and test of outfalls.

The first round of post-construction stormwater best management practices inspections has been completed. The second round of inspections will concentrate on the eastern portion of the Township. 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.

Township efforts continue to address the minimum control measures, or MCMs, of the stormwater management program. Some the efforts, such as multi-municipal training of public works road crew members and a public planting of a Township raingarden were cancelled due to COVID-19 restrictions. The Township's MS4 Annual Report was submitted in September 2020. The next Annual Report is due by September 30, 2021.

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. There were no enforcement actions in 2019-2020 permit year.

Although COVID-19 concerns and restrictions continue, some of the planned 2021 activities that the public can participation in are:

- The installation of Township rain garden at the Township Building
- Attend the Lancaster County Water Week Activities
- Attend Chiques Creek Watershed Alliance Meetings
- Participate in Lancaster Water Week activities sponsored by the Lancaster Conservancy

Ms. Burkhart provided an update regarding the proposed streambank/floodplain restoration project for Evans Run. The Township has received a grant for approximately 50% of the project cost and will be applying for additional grant funding. The design and permit process for the project will be started spring 2021.

Supervisor Jones Jones invited the public in attendance to comment on the information presented or ask questions about the Township stormwater management program. There were no stormwater comments received from the public.

Ms. Bridey Hannold, 9 North River Street, followed-up on her question regarding the placement of Center Square street signs. Supervisor Jones indicated that he is unaware the signs were ever there and there is no intention to place such signs.

Ms. Hannold asked about the email she sent the Board regarding potential revisions to the Township sign regulations. Supervisor Jones stated he reviewed the sign ordinance and did not believe changes are needed. The item was not placed on the meeting agenda to discuss potential changes as suggested by Ms. Hannold.

Ms. Hannold stated she attended the Township Planning Commission meeting. She noticed that the Planning Commission has only seven (7) members instead of the nine (9) members, as stated in the Township's Code of Ordinances. Mr. Butler indicated discussion regarding Township Board and Commissions is an item on the meeting's agenda.

The Board approved the minutes for the January 4, 2021 organizational and regular meeting of the Board of Supervisors 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. Murphy 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. Murphy; yes, Mr. Esbenshade; yes, and Mr. Jones; yes.

| FUND | AMOUNT | CHECK #'S |
|--------------------------|---------------------|------------------|
| General Fund | \$225,995.40 | 51852-51880 |
| Trash and Recycling Fund | \$28,407.12 | 1918-1920 |
| Subdivision Escrow Fund | \$8,972.68 | 557 - 559 |
| Highway Aid Fund | \$2,507.66 | 133 |
| TOTAL | \$265,882.86 | |

Mr. Jones acknowledged the Board’s receipt of the Balance Sheets for the period ending December 31, 2020 for all Township Funds.

Old Business.

None.

New Business.

Lancaster County Board of Elections Polling Place Letter of Agreement.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, 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, May 18, 2021, and the Election to be held on Tuesday, November 2, 2021.

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

Advertise for the Receipt of Bids for Roadway Improvements

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize the Township Manager to have the appropriate bid documents prepared and to advertise for the receipt of bids for the completion of roadway improvements to Long Lane, Old Colebrook Road, Vinegar Ferry Road and Oak Road.

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

Advertise for the Receipt of Bids for Maytown East Donegal Township Fire Department

Parking Lot Paving

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to authorize the Township Manager to have the appropriate bid documents prepared and to advertise for the receipt of bids for the paving of the Maytown East Donegal Township Fire Department parking lot.

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

Advertise for the Receipt of Bids for East High Street Paving Project

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize the Township Manager to have the appropriate bid documents prepared and to advertise for the receipt of bids for the completion of East High Street paving project.

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

Advertise for the Receipt of Bids for Roadway Materials (Asphalt and Aggregate) for 2021.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to authorize the Township Manager to advertise for the receipt of bids for the roadway materials as required for the completion of projects undertaken by Township Public Works.

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

Advertise for the Receipt of Bids for Oil & Chip Roadway Projects.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize the Township Manager to advertise for the receipt of bids for oil and chip roadway treatment to Long Lane, Old Colebrook Road, Vinegar Ferry Road, Oak Road and Gibble Road.

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

Maytown East Donegal Township Fire Department Financial Report

Mr. Butler stated that the members of the Board were provided with copies of a financial report prepared by the Maytown East Donegal Township Fire Department. The report outlines how the funds donated by the Township to the Department were spent for 2020. The report is a requirement of the Second-Class Township Code prior to the Township releasing additional funds to the Department for 2021. Hearing no questions/concerns from the Board of Supervisors, the initial donation to the Department for 2021 will be sent.

Township Boards and Commissions Appointments

Mr. Butler stated that the Township Park Commission currently has two (2) vacancies. The Park Commission is considering inviting a representative of the local youth sports groups to join the Commission. In addition, there may be other already involved with park planning projects that would be interested in joining the Commission. Mr. Scott Kingsboro, Park Commission member, stated that the Commission will discuss this more at its next meeting. Representatives of the youth sports organization typically attend the Commission's February meeting when filed scheduling is discussed.

It was stated that the Planning Commission does not have the total number of members as stated in the Township Code of Ordinances. There was general discussion regarding how the Planning Commission membership was reduced and if there is a need for nine (9) members.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to authorize the Township Manager to prepare an ordinance to permit the reduction in the number of Planning Commission members from nine (9) to seven (7).

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

Copies of the January 2021 Zoning/Building Report were provided to the Board. For the month, 21 Zoning Permit and 9 UCC Permits were issued. The total value of construction authorized equaled \$10,480,953.00. Permit fees collected totaled \$17,201.00. There were 17 zoning inspections and 27 UCC inspections conducted in the month.

For December 2020, Northwest EMS responded to 53 calls in East Donegal Township. For 2020, Northwest EMS responded to 646 call in East Donegal Township.

For December 2020, Fire Department Mount Joy responded to 2 first due calls in East Donegal Township. The Board also received copies of the Department's 2020 Annual Incident Report Summary indicating Fire Department Mount Joy responded to a total of 27 first due calls in East Donegal Township.

Maytown East Donegal Township Fire Department – No Report.

The Board received copies of the Susquehanna Regional Police Commission's December 8, 2020 and January 5, 2021 Meeting Minutes.

The Board received copies of the January 14, 2021 meeting minutes of the East Donegal Township Planning Commission.

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

The Board received copies of the December 15, 2020 East Donegal Township Municipal Authority meeting minutes.

The Board received copies of the January 5, 2021 meeting minutes of the East Donegal Township Board of Auditors.

The Board received an invitation to attend the virtual municipal officials meeting with Senator Aument on Friday, February 19, 2021 at 9:00 AM.

Mr. Butler reminded the Board that the PA State Association of Township Supervisors Conference is scheduled for April 18-21, 2021 in Hershey.

Liaison Assignment Reports

Administration/Personnel – None.

Finance –None.

Parks and Recreation – None.

Planning and Development –None.

Public Safety – Mr. Jones stated that fire activity has been low in general, although a significant automobile accident occurred the day of the meeting. Mr. Murphy indicated that the search for a Police Chief is continuing and acknowledged the work of the Police Department when dealing with a recent bomb threat in a Township neighborhood. Ms. Rose Mader, resident, thanked the Police Department and the Fire Department for participating in the ceremonial procession for former Police Chief Dick Shirk.

Public Works – Mr. Esbenshade commented that snow removal was handled well by the Township Public Works crew.

Adjournment

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

Respectfully Submitted,

Jeffrey L. Butler
Manager/Secretary

The next regular meeting of the Board of Supervisors will be held on Thursday, March 4, 2021 at 7:00 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.