

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on April 1, 2021

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, April 1, 2021, 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 Tom Jones.

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

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

Phil Rudy and Shawn Carl, both representing White Rudy LLC, presented the 2020 Audit Report to the Board. Mr. Carl indicated that the annual audit was completed and forwarded to the Pennsylvania Department of Economic and Community Development in accordance with state requirements. The audit resulted in only a few minor adjustments to line items, mostly to align with the state form used for filing. He indicated to the Board that there is a good process in place for the budgeting, handling, and reporting of Township finances.

The audit found that general fund revenues for 2020 totaled approximately \$4.6 million, while expenses total approximately \$4.7 million. At the end of 2020, the Township general fund had a balance of approximately \$3.362 million, approximately \$81,000 less than at the end of 2019. Mr. Rudy noted that the adopted 2020 budget anticipated utilizing approximately \$194,000 of the general fund reserve.

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to accept the audit report for 2020 as presented. Vote: Mr. Esbenshade; yes, Mr. Murphy; yes and Mr. Jones; yes. Motion carried.

Public attendance is attached.

Mr. Scott Kingsboro, 109 North King Street, presented a letter to the Board suggesting that the Board's meeting be livestreamed for viewing by those not in attendance and potentially archived. The Board discussed the potential and will review options and costs.

Rose Madar, 145 North King Street, expressed concerns regarding the traffic resulting from the detour in place during the Route 772 bridge replacement project. Of particular concern was the intersection of Kraybill Church, Trout Run Road and Colebrook Road. It was indicated that additional signage has been requested, traffic signal timings modified and there has been contact made with PennDOT to add pavement markings and signage to address the changes in

traffic patterns during the time the detour is in place. It was suggested that the Township's speed monitoring equipment be placed in various locations along the route.

Mr. Frank Splain, 125 Stirrup Lane, echoed concerns regarding the traffic impact resulting from the Route 772 detour.

Bridey Hannold, 9 North River Street, made an offer to pay the costs associated with acquiring and installing street signs indicating the intersections East and West High Streets with Center Square and the intersections of North and South River Streets with Center Square. The Board thank her for the offer and indicated it would be taken under consideration. Supervisors Jones stated he had additional information about the Maytown Square he wanted to share later in the meeting.

The Board approved the minutes for the March 4, 2021 regular meeting of the Board of Supervisors by a motion made by Mr. Murphy and seconded by Mr. Esbenshade. 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. Discussion: none. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes, and Mr. Jones; yes.

FUND	AMOUNT	CHECK #'s
General Fund	\$207,854.89	51910-51934
Trash and Recycling Fund	\$48,616.42	1926-1931
Subdivision Escrow Fund	\$11,663.69	563-565
Highway Aid Fund	\$2,384.15	135
TOTAL	\$207,854.89	

Mr. Jones acknowledged the Board's receipt of the Balance Sheets for the period ending February 28, 2021 for all Township Funds.

Old Business.

Release of Financial Security – Eli Fisher Greenhouses Stormwater Management Plan

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve a reduction of financial securities posted for the Stormwater Management Plan for Eli Fisher Greenhouses, in the amount of \$8,267.50, as recommended in the letter from David Miller/Associates, Inc., dated March 15, 2021.

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

Ordinance 2021 – 1, Amendment to Township Code of Ordinance – Chapter 1, Article III, Section 1-46. Creation of Commission, Chapter 28. Motor Vehicles and Traffic, Article II.

Traffic Regulations and Chapter 28. Motor Vehicles and Traffic, Article IV. General Parking Regulations

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to adopt Ordinance 2021-1 to amend Chapter 1, Article III, Section 1-46. Creation of Commission, Chapter 28. Motor Vehicles and Traffic, Article II. Traffic Regulations and Chapter 28. Motor Vehicles and Traffic, Article IV. General Parking Regulations of the Township Code of Ordinances.

Mr. Butler indicated that the ordinance reduces the number of Township Planning Commission members to seven. In addition, the ordinance addresses the placement of regulatory signs that been identified as incorrect or removed.

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

New Business.

Preliminary/Final Subdivision Plan for Etter/Kauffman - Beatty's Tollgate Road and Donegal Springs Road

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the Preliminary/Final Subdivision Plan for Etter/Kauffman, prepared by Light-Heigel Associates, Inc., dated January 25, 2021, last revised March 16, 2021, and grant the following modifications to Township ordinance requirements.

Modification to Chapter 42, Article IV, Section 42-71. –To waive preliminary plan processing procedure.

Modification to Chapter 42, Article IV, Section 42-123.(a)(9). –To waive improvements to existing perimeter streets.

Modification to Chapter 42, Article V, Section 42-96.(a). –To permit plan to be prepared at a scale of 20' to the inch.

Modification to Chapter 42, Article VII, Section 42-162.(e)(1) –To waive dedication of additional right-of-way along perimeter streets.

The approval of the Preliminary/Final Subdivision Plan and the granting of the ordinance modifications are subject to the following conditions:

Compliance with the review comments outline by David Miller/Associates, Inc. in a review letter dated March 26, 2021.

Applicant posting financial securities in the amount of \$47,285.70 to guarantee completion of improvements depicted on the plan.

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.

Mr. Keith Heigel, representing the applicant, briefly explained the on-lot sewage disposal easement to be placed on the residual farmland following the subdivision of this individual residential lot. The easement area is intended to protect the dispersal area of the on-lot system and is a requirement of the Pennsylvania Department of Environmental Protection.

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

Appointment of Municipal Emergency Management Coordinator

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to recommend the appointment of Paul Castline as East Donegal Township's Emergency Management Coordinator and direct the Township Manager to file the Request for Appointment of Municipal Emergency Management Coordinator form to the Lancaster County Emergency Management Coordinator.

Mr. Splain questioned whether an opening for Emergency Management Coordinator was advertised. He stated that, as elected Constable, Mr. Castline may have other responsibilities during an emergency that would conflict with serving as Township Emergency Management Coordinator. It was suggested that perhaps other Township residents without such obligations would be interested in the position.

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to rescind his motion to recommend the appointment of Paul Castline as Township Emergency Management Coordinator.

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

Contribution to American Legion Memorial Day Video Project

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the donation to the American Legion Memorial Day video project in the amount of \$1,200.00.

It was indicated that the annual Memorial Day Parade has again been cancelled. The parade planning committee has decided to create a Memorial Day video in lieu of the parade.

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

Paula's School of Baton 5k Race - Saturday, April 24, 2021

A motion was made by Mr. Murphy, and seconded by Mr. Esbenshade, to approve the request of Paula's School of Baton to hold a 5k race on Saturday, April 24, 2021, subject to submittal of the appropriate Certificate of Insurance citing East Donegal Township as an additional insured party.

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

Appointment to East Donegal Township Park Commission

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to approve the appointment of Rose Madar to the East Donegal Township Park Commission to complete an unexpired term until December 31, 2022.

It was indicated that Ms. Madar has been attending Park Commission meeting and submitted a letter of interest when an opening occurred. Vote: Mr. Murphy; yes, Mr. Esbenshade; yes, and Mr. Jones; yes. Motion carried.

Proposed Amendment to Township Zoning Ordinance – Short Term Rental Units

A motion was made by Mr. Esbenshade, and seconded by Mr. Murphy, to acknowledge receipt of the proposed amendment to the Township's zoning regulations prepared by the Township Planning Commission and authorize forwarding the request to the Lancaster County Planning Commission for review and recommendation and schedule the required public hearing on this proposed amendment for the regular meeting of the Board of Supervisors on Thursday, July 1, 2021.

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

Other Business/Deliberations

Mr. Jones shared a sketch of a metal archway for consideration to be placed in the Maytown Square with other Board members. He indicated that the concept of the arch was first discussed by those working on the Maytown Square memorial brick project sponsored by the American Legion Auxiliary. The concept is to place four arches, one at each walkway entrance to the square, in the locations that are used for arches during the Christmas season. The arches would be eight feet tall and 5½ feet wide and made of powder coated steel and have the words "Maytown Center Square" on them. Each is estimated to cost \$560.00.

The Board briefly discussed the placement, design, and cost of the arches. Mr. Jones

asked Board members to consider the proposal and continue discussion at subsequent meetings.

Copies of the March 2021 Zoning/Building Report were provided to the Board. For the month, 18 Zoning Permit and 7 UCC Permits were issued. The total value of construction authorized equaled \$5,728,407.00. Permit fees collected totaled \$2,740.00. There were 15 zoning inspections and 7 UCC inspections conducted in the month. In addition, the Board received copies of the 2020 Planning and Zoning Annual Report.

For February 2021, Northwest EMS responded to 65 calls in East Donegal Township. Year-to-date, Northwest EMS has responded to 128 call in East Donegal Township.

For February 2021, Fire Department Mount Joy responded to 0 first due calls in East Donegal Township.

Maytown East Donegal Township Fire Department – No Report.

The Board received copies of the February 11, 2021 meeting minutes of the East Donegal Township Planning Commission.

The Board received copies of the February 16, 2021 East Donegal Township Municipal Authority meeting minutes.

The Board received copies of the March 2021 NewsBulletin prepared by the Pennsylvania State Association of Township Supervisors.

The Board received copies of a letter from the Manheim Township Board of Commissioners seeking support for the passage of a resolution supporting the creation of a Lancaster County Department of Health. The Board took no action on the request.

The Board received copies of the 2021 Summer Playground program registration form. This is the first year the program will be programmed and staffed by GEARS. The program, for children ages 6 to 14, will run from June 14th to August 6th, two weeks longer than previous years. Registration cost is \$85 for residents and \$95 for non-residents.

Liaison Assignment Reports

Administration/Personnel – None.

Finance –None.

Parks and Recreation – Supervisor Murphy indicated that the Summer Playground program costs may be higher than usual due to the requirement to meet certain COVID guidelines. Those costs may be eligible to be paid from COVID relief funds anticipated to be received this year.

Planning and Development –None.

Public Safety – None.
Public Works – None.

Adjournment

A motion was made by Mr. Esbenshade and seconded by Mr. Murphy to adjourn at 8:40 PM.

Respectfully Submitted,

Jeffrey L. Butler
Manager/Secretary

The next regular meeting of the Board of Supervisors will be held on Thursday, May 6, 2021 at 7:00 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.