

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on January 3, 2022

The re-organization and regular meeting of the Board of Supervisors of East Donegal Township was held on Monday, January 3, 2022 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 Thomas Jones.

Roll call of Supervisors: Present were Supervisors Thomas Jones, Allen D. Esbenshade and Scott Kingsboro and Jeffrey Butler, Township Manager.

Public attendance is attached.

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

Magisterial District Judge Scott Albert administered the Oath of Office to Supervisor Kingsboro.

Re-Organization of the Board:

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

A motion was made by Mr. Esbenshade and seconded by Mr. Kingsboro to nominate Mr. Jones as Chairman. Vote: Mr. Esbenshade; yes, Mr. Jones; yes and Mr. Kingsboro; yes. Motion carried.

A motion was made by Mr. Kingsboro and seconded by Mr. Jones to nominate Mr. Esbenshade as Vice-Chairman. Vote: Mr. Kingsboro; yes, Mr. Esbenshade; yes and Mr. Jones; yes. Motion carried.

Supervisor Jones announced that the Township has received a petition seeking the rezoning of property located along Route 441. He stated that it was received after the meeting agenda had been posted online and in the Township building.

A motion was made by Mr. Esbenshade, and seconded by Mr. Kingsboro, to add the acknowledgement of the petition to rezoning property at 1442 River Road under new business due to its receipt following the posting of the meeting agenda. Vote: Mr. Kingsboro; yes, Mr. Esbenshade; yes and Mr. Jones; yes. Motion carried.

Magisterial District Judge Scott Albert administered the Oath of Office to Board of Auditors member Gordon Nell, Jr.

A motion was made by Mr. Esbenshade and seconded by Mr. Jones to approve the following reappointments to Township Boards and Commissions:

Reappointment of Brent L. Hershey to the East Donegal Township Zoning Hearing Board for a three-year term until December 31, 2024.

Reappointment of Keith Arnold to the East Donegal Township Municipal Water Authority for a five-year term until December 31, 2026.

Reappointment of Corey Sine to the East Donegal Township Park Commission for a four-year term until December 31, 2025.

Reappointment of Sean Way to the Maytown East Donegal Township Fire Department Board of Directors for a three-year term until December 31, 2024.

Reappointment of Charles Engle and Dwight Hess to the East Donegal Township Planning Commission for five-year terms until December 31, 2026.

Ms. Bridey Hannold, 9 North River Street welcomed new Supervisor Kingsboro. She provided Supervisor Kingsboro with information she previously provided the Board regarding Maytown Center Square and the offer Ms. Hannold and her husband made to purchase Center Square Street signs.

Mr. Frank Splain, 125 Stirrup Lane, inquired about the status of how Susquehanna Regional Police Department is handling stray dogs and relayed a recounting of a recent incident involving a stray dog not taken by the Department.

Mr. Splain suggested that a community organization, with broad representation, be formed to share information of what is happening in the community.

Mr. Splain raised a concern that the recycling bins provided by the Township are too small and don't have lids to keep items inside. He also raised a concern that the limitation on the amount of trash placed curbside for pickup does not account for larger households in the community.

The Board approved the minutes for December 2, 2021, by a motion made by Mr. Esbenshade and seconded by Mr. Jones. Discussion: None. Vote: Mr. Esbenshade; yes, Mr. Jones; yes, Mr. Kingsboro; abstained. Motion carried.

A motion was made by Mr. Esbenshade and seconded by Mr. Kingsboro to approve the Treasurer's Reports for the Township and approve the payment of Township bills. Discussion: none. Vote: Mr. Kingsboro; yes, Mr. Esbenshade; yes and Mr. Jones; yes. Motion carried.

FUND	AMOUNT	CHECK #'s
General Fund	\$263,790.11	52214-52250
Trash and Recycling Fund	\$ 56,291.59	1989-1998
Subdivision Escrow Fund	\$ 14,138.80	578
TOTAL	\$334,220.50	

Mr. Jones acknowledged the Board’s receipt of the Balance Sheets for the period ending November 30, 2021 for all Township Funds.

Old Business.

Release of Financial Security – Stormwater Management Plan for Proposed Veterinary Clinic for Brian and Molly Kopec, 400 Stackstown Road

A motion was made by Mr. Esbenshade, and seconded by Mr. Kingsboro, to approve a reduction of financial securities posted for the Stormwater Management Plan for Proposed Veterinary Clinic for Brian and Molly Kopec, in the amount of \$7,905.15, as recommended in the letter from David Miller/Associates, Inc., dated December 20, 2021.

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

Release of Financial Security – Final Land Development Plan For Burma Road Associates, LLC

A motion was made by Mr. Kingsboro, and seconded by Mr. Esbenshade, to approve the release of financial securities posted for the Final Land Development Plan for Burma Road Associates, LLC, in the amount of \$5,900.00.

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

New Business.

Resolution 2022-1 Appointing Len Spencer, SEO Services, LLC, as Sewage Enforcement Officer With Dylan Sites as Alternate and Establish Rates for Services.

A motion was made by Mr. Esbenshade, and seconded by Mr. Kingsboro, to approve Resolution 2022-1 appointing Len Spencer, SEO Services, LLC, as Sewage Enforcement Officer and Dylan Sites as Alternate Sewage Enforcement Officer and Establish Rates for Services.

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

Resolution 2022-2 Appointing the Lancaster County Treasurer's Office as the Tax Collector of Real Estate Taxes for the Township.

A motion was made by Mr. Kingsboro, and seconded by Mr. Esbenshade, to approve Resolution 2022-2 appointing the Lancaster County Treasurer's Office as the Deputy Tax Collector of Real Estate Taxes for the Township.

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

Staff Appointments

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

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

2022 Lease for Susquehanna Regional Police Department - 188 Rock Point Road

A motion was made by Mr. Kingsboro, and seconded by Mr. Esbenshade, to approve extending the lease of the Susquehanna Regional Police Department for the year 2022 at the annual rate of \$50,000.00.

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

Township Solicitor Appointment

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

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

Zoning Hearing Board Solicitor Appointment

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

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

2022 PSATS Educational Conference and Trade Show

A motion was made by Mr. Esbenshade, and seconded by Mr. Kingsboro, to approve the appointment of Jeffrey L. Butler as the voting delegate and Supervisor Jones as the alternate voting delegate at the 2022 Pennsylvania State Association of Township Supervisors Educational Convention and Trade Show on the dates of April 24, 2022, to April 27, 2021.

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

Banks for Deposit of Township Funds

A motion was made by Mr. Kingsboro, 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. Kingsboro, yes; Mr. Esbenshade, yes; and Mr. Jones, yes.

Township Engineer Appointment

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

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

Alternate Township Engineer Appointment

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

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

Mileage Reimbursement Rate 2022

A motion was made by Mr. Esbenshade, and seconded by Mr. Kingsboro, to approve the mileage reimbursement rate at the IRS rate of 58.5 cents per mile through the year 2022.

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

Establish Treasurer's Bond Amount

A motion was made by Mr. Kingsboro, and seconded by Mr. Esbenshade, to approve the setting of the amount of the Treasurer's Bond at \$1,500,000.00.

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

Appointment of CPA to Complete 2021 Audit.

A motion was made by Mr. Esbenshade, and seconded by Mr. Kingsboro, to approve the selection of White, Rudy LLC to complete the audit of the Township financial statements for the year ended December 31, 2021.

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

Proposed Amendment to Township Zoning Ordinance – General Commercial District

A motion was made by Mr. Kingsboro, and seconded by Mr. Esbenshade, to acknowledge receipt of the proposed amendment to the Township's zoning regulations and authorize forwarding the request to the East Donegal Township Planning Commission and the Lancaster County Planning Department 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, March 3, 2022.

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

Rezoning Request – 1442 River Road

A motion was made by Mr. Esbenshade, and seconded by Mr. Kingsboro, to acknowledge receipt of the rezoning request for 1442 River Road and authorize forwarding the request to the East Donegal Township Planning Commission and the Lancaster County Planning Department 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, March 3, 2022.

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

Copies of the December 2021 Zoning/Building Report were provided to the Board. For the month, 7 Zoning Permits and 4 UCC Permits were issued. The total value of construction authorized equaled \$409,275.00. Permit fees collected totaled \$3,228.25. There were 5 zoning inspections and 16 UCC inspections conducted in the month.

For November 2021, Northwest EMS responded to 71 calls in East Donegal Township. To date, Northwest EMS responded to 619 calls in East Donegal Township.

For November 2021, Fire Department Mount Joy responded to 2 first due calls in East Donegal Township.

Maytown East Donegal Township Fire Department – No Report.

The Board received copies of the November 16, 2021 meeting minutes of the East Donegal Sewer Authority.

The Board was reminded that the Pennsylvania State Association of Township Supervisors Annual Educational Conference & Exhibit Show is scheduled for April 24-27, 2022.

The Board announced the meeting of the Township Board of Auditors is scheduled for Tuesday, January 4, 2022, 7:00 PM.

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

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

Board members agreed on the following Liaison assignments for 2022:

Administration/Personnel - Supervisor Jones

Finance - Supervisor Kingsboro

Parks and Recreation - Supervisor Kingsboro

Planning and Development - Supervisor Esbenshade

Public Safety - Supervisor Jones

Public Works - Supervisor Esbenshade

Adjournment

A motion was made by Mr. Esbenshade and seconded by Mr. Kingsboro to adjourn at 5:45 PM.

Respectfully Submitted,
Jeffrey L. Butler, Township Secretary

The next meeting of the Board of Supervisors will be held on Thursday, February 3, 2022 at 7:00 PM at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.