

The Board's Minutes of the East Donegal Township Board of Supervisors  
Held on October 17, 2023

The work session of the Board of Supervisors of East Donegal Township was held on Tuesday, October 17, 2023, at 8:30 AM in the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta, PA 17547.

The meeting was called to order by Chairman Kingsboro.

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

Roll call of Supervisors: Present were Chairman Scott Kingsboro, Vice-Chairman Allen D. Esbenschade and Supervisor Michael Brubaker. Jeffrey Butler, Township Manager, Jodi Diaz, Township Finance Officer, Craig Underwood, Township Zoning Officer/Code Official and Robert Ansell, Township Public Works Director/Roadmaster, were also present.

Mr. David Wendel, Executive Director of Greater Elizabethtown Area Recreation & Community Services (GEARS), and Mr. John Yoder were present to discuss the proposed renovation of the GEARS Community Center located in Elizabethtown Borough.

The Community Center is owned and maintained by the Elizabethtown Area Community Services Authority. The first floor is used for various programming and Elizabethtown Area Senior Center. The second floor is currently used for storage.

Mr. Yoder explained the proposed renovation of the second floor to accommodate additional GEARS programming recommended in GEARS feasibility study. The renovation would add approximately 7,000 square feet of useable space.

The estimated cost of the renovation is \$1,325,000.00. It's proposed that the project would be funded through a mix of GEARS funds, state and federal grants, authority funds and donations from member municipalities. As a GEARS member municipality, East Donegal Township is being asked to provide \$75,000.00.

Mr. Wendel stated that the anticipated start date for the project is 2025/2026. Funding could be spread over a period of three years, starting in 2024.

The Board thanked Mr. Wendel and Mr. Yoder for the presentation on the project.

Joseph McIlhenny, Executive Director, Milanof-Schock Library, presented the Board with the Library's budget request for 2024. The request seeks a \$1,000.00 increase in Township contribution to \$43,000 for 2024. Mr. McIlhenny indicated he will be supplying the Board with additional information regarding the use of library resources by East Donegal Township residents.

Ms. Jane Garber, representing the Maytown Historical Society, presented a letter seeking funding assistance for the design and approval of a proposed Archives Building. The Maytown Historic Society is seeking \$5,000.00 for the completion of a conceptual design of the building and assist in fundraising efforts for the construction of the building.

#### Discussion of 2024 Township General Fund Budget

Mr. Butler highlighted the proposed timeline for consideration and adoption of the 2024 Budget. It's anticipated that a draft budget will be approved for public review at the November 2, 2023, meeting of the Board and that adoption of the final budget would occur at the December 7, 2023, meeting of the Board. Should revisions require additional time for consideration, the budget must be adopted before the end of the year. The budget information prepared for this meeting did not propose an increase in the current Township tax rate of 3.1165 mills.

Over 80% of the revenue for the General Fund comes from taxes collected. There are four taxes collected that provide Township revenue. They are Real Estate Property tax, Earned Income Tax, Local Services Tax, and Real Estate Transfer tax. The largest portion being Real Estate Property Tax, estimated to generate \$2,137,300.00.

Another source of revenue for 2024 are a PennDOT grant and interfund transfers. The PennDOT grant, for upgrades to the Route 441/Route 743 intersection totals \$331,850.00.

Mr. Butler and Mr. Ansell presented proposed 2023 Public Works projects and expenditures. Projects include repair of the Long Lane bridge and paving of a Maytown alley. The Long Lane bridge project includes the reconfiguration of the Route 441/Long Lane intersection.

Engineering and design efforts are proposed to be undertaken in 2024 for construction in 2025. These projects include improvements to a portion of Donegal Springs Road between Colebrook Road and Mansion Lane, improvements to West Elizabeth Street and the improvements to the Route 441/Route 743 intersection.

Equipment purchases proposed for 2024 include a new road bank mower and a trailer suitable to haul a skid loader with a pickup truck.

2024 projects to be funded from the Highway Aid Fund include widening of Donegal Springs Road between Mansion Lane and Enslow Road, line painting of all Township roadways, and sealcoat of streets within the Longwood Square development. The purchase of road salt is also done from the Highway Aid Fund.

On the expenditures side, Public Safety, specifically police, remains a significant expense. The proposed Susquehanna Regional Police Department budget indicates a Township obligation of \$2,120,369.39. East Donegal Township contributes 61.42% of the Department's funds received from member municipalities.

Other Public Safety expenses discussed include repairs to the Maytown East Donegal

Township Fire Department station that were identified in a recent building survey. The Township will also make donations to the Department to cover the cost of financing the purchase of a new rescue unit. Finally, the Township will make payment of the fee imposed by the new Municipal Emergency Services Authority for emergency medical services.

Mr. Butler briefly discussed a proposed initiative to address the increasing complaints regarding speeding throughout the Township. The program proposes a mix of data collection, education and awareness and enhanced enforcement efforts.

Mr. Butler identified projects proposed within Township parks. Projects include the replacement of the pavilion in the Chickies Creek Day Use Area. Other projects included the replacement of a pavilion roof in Fuhrman Park, the installation of a fitness court, also in Fuhrman Park.

There was discussion of contracting mowing service in the smaller Township parks. In addition, there was discussion regarding the purchase of a new zero-turn mower for use in parks.

Mr. Butler briefly discussed the increases in costs to provide trash/recycling services. The hauler contracted cost is increasing by \$4.34 per customer. In addition, the tipping fees paid to the Lancaster County Solid Waste Authority for refuse is increasing by \$2.00 per ton. As a result, the cost to residents for the service will need to be re-evaluated.

It's proposed that wages will increase by 3% in 2024. Health benefits costs are increasing by 1.4%.

Mr. Butler stated that the draft budget will be prepared based on the information gathered from the meeting and the receipt of refined cost estimates. It's anticipated that the draft budget will be prepared for the November 2, 2023, meeting of the Board of Supervisors.

#### Other Matter Before The Board

Mr. Kingsboro stated that the Township's donation to the Maytown East Donegal Township Fire Department is due. He suggested that the Board authorize payment of the donation.

A motion was made by Mr. Brubaker, and seconded by Mr. Esbenshade, to authorize payment of the third and final 2024 donation to the Maytown East Donegal Township Fire Department.

Discussion: None. Vote: Mr. Brubaker; yes, Mr. Esbenshade, yes; and Mr. Kingsboro, yes. Motion passed.

Adjournment

There being no further business, a motion was made by Mr. Brubaker and seconded by Mr. Esbenshade to adjourn at 11:00 AM.

Respectfully Submitted,

Jeffrey L. Butler, Township Secretary