

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on December 7, 2023

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, December 7, 2023, 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 Kingsboro.

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

Roll call of Supervisors: Present were Chairman Scott A. Kingsboro, Vice-Chairman Allen D. Esbenshade and Supervisor Michael L. Brubaker. Township Manager Jeffrey Butler, Township Treasurer Jodi Diaz, and Township Roadmaster Robert Ansell were also present.

Supervisor Kingsboro opened the meeting for public comment on items not on the meeting's agenda.

Mr. Ed Strickler, 1172 Long Lane, asked if any additional steps are being taken to reduce speeds on Long Lane. He would like to see speed bumps installed.

The Board approved the minutes for the November 2, 2023 regular meeting of the Board of Supervisors and the November 21, 2023 work session of the Board of Supervisors by a motion made by Mr. Esbenshade and seconded by Mr. Brubaker. Discussion: None. Vote: Mr. Brubaker: yes, Mr. Esbenshade; yes, and Mr. Kingsboro; yes. Motion passed.

Old Business.

Reduction of Financial Security – Lot Add-on & Final Land Development Plan for Columbia Water Company

A motion was made by Mr. Brubaker, and seconded by Mr. Esbenshade, to approve the reduction of financial securities posted for the Lot Add-on & Final Land Development Plan for Columbia Water Company in the amount of \$122,858.98, as recommended in the letter from David Miller/Associates, Inc., dated November 17, 2023.

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

Reduction of Financial Security – Stormwater Management Plan and PA DEP GP-7 Permit Plan for 1195 Trout Run Road

A motion was made by Mr. Esbenshade, and seconded by Mr. Brubaker, to approve the reduction of financial securities posted for the Stormwater Management Plan and PA DEP GP-7 Permit Plan for 1195 trout Run Road in the amount of \$15,218.50, as recommended in the letter from David Miller/Associates, Inc., dated November 29, 2023.

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

Resolution 2023-15 adopting the 2024 Fiscal Budget and Establishing the Real Estate Tax Millage Rate for the Fiscal Year 2024.

A motion was made by Mr. Brubaker, and seconded by Mr. Esbensshade, to adopt Resolution 2023-15 approving the 2024 Fiscal Budget and establishing the 2024 tax rate of 3.1165 mills.

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

New Business.

Revised Stormwater Management Plan for John L. Fisher Greenhouse – 1117 Long Lane

A motion was made by Mr. Esbensshade, and seconded by Mr. Brubaker, to approve the Revised Stormwater Management Plan for John L. Fisher Greenhouse, prepared by Red Barn Consulting, dated June 21, 2023, last revised October 30, 2023, subject to the following conditions:

Compliance with the review comments outline by David Miller/Associates, Inc. in a review letter dated November 11, 2023, regarding posting of financial securities in the amount of \$9,141.00 and the recording of the 2019 As-built Plan for the property.

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. Brubaker; yes, Mr. Esbensshade, yes; and Mr. Kingsboro, yes. Motion passed.

Resolution 2023-16 Supplemental Appropriations for the 2023 Fiscal Year

A motion was made by Mr. Brubaker, and seconded by Mr. Esbensshade, to adopt Resolution 2023-16 making supplemental appropriations to the 2023 General Fund budget from the Township's American Rescue Plan Act Fund.

Mr. Butler indicated that following this transfer of APRA funds, \$370,379.65 remains from the Township's allocation. The remaining funds must be used, or committed for use via contract, by December 31, 2024. Vote: Mr. Brubaker; yes, Mr. Esbensshade, yes; and Mr. Kingsboro, yes. Motion passed.

Meeting Dates for the Board of Supervisors for the Year 2024.

A motion was made by Mr. Kingsboro, and seconded by Mr. Esbensshade, to establish the following meeting dates for the East Donegal Township Board of Supervisors.

REGULAR MEETING	WORK SESSION MEETING
*January 2, 2024@ 5:00 pm	January 16, 2024
February 1, 2024	February 20, 2024
March 7, 2024	March 19, 2024
April 4, 2024	April 18, 2024
May 2, 2024	May 21, 2024
June 6, 2024	June 18, 2024
July 3, 2024	July 16, 2024
August 1, 2024	August 20, 2024
September 5, 2024	September 17, 2024
October 3, 2024	October 15, 2024
November 7, 2024	November 19, 2024
December 5, 2024	December 17, 2024

Board of Supervisors regular meetings, except as noted, are scheduled for 7:00 PM. Meetings are held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.

Board of Supervisors work session meetings are scheduled for 8:30 AM. Meetings are held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.

It was noted that the July meeting was moved to the first Wednesday of the month due to the holiday and that the April work session was moved to a Thursday due to a conflict with the Pennsylvania State Association of Township Supervisors annual conference. Vote: Mr. Brubaker; yes, Mr. Esbensshade, yes; and Mr. Kingsboro, yes. Motion passed.

Meeting Dates for the Township Planning Commission for the Year 2024.

A motion was made by Mr. Esbensshade, and seconded by Mr. Brubaker, to establish the second Thursday of every month at 7:00 PM as the meeting dates for the East Donegal Township Planning Commission. Meetings are held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.

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

Meeting Dates for the Township Zoning Hearing Board for the Year 2024.

A motion was made by Mr. Brubaker, and seconded by Mr. Esbensshade, to establish the second Monday of every month, except for the months of October and November, when due to holidays, the meeting will be held on Wednesday, October 10, and

November 12, at 7:00 PM as the meeting dates for the East Donegal Township Zoning Hearing Board. Meetings are held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.

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

2024 Holiday Schedule.

A motion was made by Mr. Esbensshade, and seconded by Mr. Brubaker, to approve following schedule of holidays for 2024:

- New Year's Day – Monday, January 1, 2024
- President's Day – Monday, February 19, 2024
- Good Friday – ½ Day Thursday, March 28, 2024, and Friday, March 29, 2024
- Memorial Day – Monday, May 27, 2024
- Independence Day – Thursday, July 4, 2024
- Labor Day – Monday, September 2, 2024
- Columbus Day – Monday, October 14, 2024
- Veterans Day – Monday, November 11, 2024
- Thanksgiving Day – ½ day Wednesday, November 27, 2024, and Thursday, November 28, 2024
- Day after Thanksgiving – Friday, November 29, 2024
- Day before Christmas – Tuesday, December 24, 2024
- Christmas Day – Wednesday, December 25, 2024

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

Refuse and Recycling fees for 2024

A motion was made by Mr. Brubaker, and seconded by Mr. Esbensshade, to establish the following Refuse and Recycling fees for 2024:

- Refuse/Recycling Collection - \$260.00 per year, billed as \$130.00 payable semi-annually.
- Extra Trash Tags - \$1.00
- Yard Waste and Grass Tags - \$2.00 each
- Oversized Item Tags - \$5.00 each
- Appliance Tags - \$15.00 per Appliance
- Tire Tags - \$4.00 per Tire
- Wheel tags - \$4.00 per Wheel
- Additional Recycling Bins - \$15.00

The Board noted that the increase in the collection fee charged residents reflects increased contracted hauler costs and an increase in trash tipping fees charged by the Lancaster County Solid Waste Authority. Vote: Mr. Brubaker; yes, Mr. Esbensshade, yes; and Mr. Kingsboro, yes. Motion passed.

Advertise for the Receipt of Bids for Traffic Signal Maintenance

A motion was made by Mr. Esbenshade, and seconded by Mr. Brubaker, to authorize the Township Manager to have the appropriate bid documents prepared and to advertise for the receipt of bids for maintenance of the Township traffic signal system.

Mr. Butler noted that the company the Township had contracted for traffic signal maintenance is no longer in business. Vote: Mr. Brubaker; yes, Mr. Esbenshade, yes; and Mr. Kingsboro, yes. Motion passed.

Advertise for the Receipt of Bids for Park Lawn Maintenance

A motion was made by Mr. Brubaker, 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 lawn maintenance in Bridle Path Park, Clearbrook Park and Longwood Square Park.

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

A motion was made by Mr. Esbenshade and seconded by Mr. Brubaker to approve the Treasurer's Reports for the Township and approve the payment of Township bills. Discussion: none. Vote: Mr. Brubaker; yes, abstaining from the vote on check #52963 made payable to himself, Mr. Esbenshade; yes, abstaining from the vote on check #52943 made payable to himself, and Mr. Kingsboro; yes, abstaining from the vote on check #552973 made payable to himself. Motion carried.

FUND	AMOUNT	CHECK #'s
General Fund	\$209,743.04	52942-52985
Trash and Recycling Fund	\$ 87,727.49	2158-2165
Subdivision Escrow Fund	\$ 7,177.64	616-617
TOTAL	\$304,648.17	

Mr. Kingsboro acknowledged the Board's receipt of the Balance Sheets for the period ending October 31, 2023, for all Township Funds.

Copies of the November 2023 Zoning/Building Report were provided to the Board. For the month, a total of 17 permits were issued (8 Zoning Permits, 4 UCC Permits, and 5 combination Zoning/UCC Permits). The total value of construction authorized equaled \$1,017,786.00. Permit fees collected totaled \$5,142.50. There were 19 zoning inspections and 31 UCC inspections conducted in the month.

The Board received copies of the November 2023 Township Roadmaster report.

The Board received copies of the November 2023 report from the Milanof-Schock Library

For November 2023, Northwest EMS responded to 68 calls in East Donegal Township. To date, NWEMS has responded to a total of 671 calls in East Donegal Township.

For October 2023, Fire Department Mount Joy responded to 2 first due calls in East Donegal Township.

The Board received copies of the East Donegal Sewer Authority October 17, 2023 meeting minutes.

The Board received copies of the East Donegal Township Planning Commission October 10, 2023 meeting minutes.

The Board received copies of the Marietta Donegal Joint Authority October 24, 2023 meeting minutes.

The Board received copies of the Municipal Emergency Services Authority of Lancaster County meeting minutes of November 15, 2023.

The Board received copies of the GEARS Board of Directors October 17, 2023 meeting minutes.

Liaison Assignment Reports

Administration/Personnel - None

Finance - None

Parks and Recreation-None.

Planning and Development - None

Public Safety – Mr. Kingsboro asked Deputy Chief Houseal to give an update on the activities of the Fire Department. Chief Houseal stated that a trip has been planned to attend a pre-construction meeting with the rescue unit manufacturer. A \$79,000 grant has been received to install a vehicle exhaust handling system in the station bays. He reinforced the excellent turnout of firefighters for department calls.

Public Works – Mr. Esbenshade stated that the public works crew is ready for winter weather.

Adjournment

Prior to adjournment the Board discussed the need to hold the December work session. A motion was made by Mr. Kingsboro, and seconded by Mr. Esbenshade, to cancel the December 19, 2023 work session of the Board. Vote: Mr. Brubaker; yes, Mr. Esbenshade, yes; and Mr. Kingsboro, yes. Motion passed.

A motion was made by Mr. Esbenshade and seconded by Mr. Brubaker to adjourn at 7:30 PM. Vote: Mr. Brubaker; yes, Mr. Esbenshade, yes; and Mr. Kingsboro, yes. Motion passed.

Respectfully Submitted,

Jeffrey L. Butler, Township Secretary