

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on January 16, 2024

The work session of the Board of Supervisors of East Donegal Township was held on Tuesday, January 16, 2024, 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 Esbenshade and Supervisor Michael Brubaker. Jeffrey Butler, Township Manager, Robert Ansell, Township Roadmaster and Craig Underwood, Township Zoning Officer/Code Official, were also present.

Mr. Kingsboro opened the meeting for public comment on items not on the agenda. None were heard.

FINANCE

Purchase of Tractor/Road Mower – Financing Options

Mr. Butler provided the Board with information regarding financing options for the purchase of a new tractor/road mower. Although funds for the purchase of the equipment were included in the budget for 2024, the potential of financing the purchase over a period of 5 years was being explored. A decision regarding outright purchase versus financing can be made closer to the time the equipment is expected to be delivered. Delivery is not expected until July or August of 2024.

Comcast Franchise Renewal

The Board discussed potential legal representation during the Township's negotiation of the Comcast franchise renewal. Mr. Butler presented the proposal from Cohen Law Group. The firm specializes in representing local governments in cable, wireless and broadband matters. The Board will consider the proposal at the February 1, 2024 meeting of the Board.

PARKS AND RECREATION

Appointment to GEARS Board of Directors

Supervisor Kingsboro's term on the GEARS Board of Directors is set to expire. On a motion of Supervisor Brubaker, seconded by Supervisor Esbenshade, Supervisor Kingsboro was appointed to a three-year term on the GEARS Board of Directors. Motion passed 3-0.

PLANNING AND DEVELOPMENT

Zoning Ordinance Amendment - Short-term Rental Units

Mr. Butler stated that the Board should formally acknowledge receipt of the proposed zoning amendment at the February 1, 2024 meeting and set a date for the required public hearing.

PUBLIC WORKS

Memorial Day Road Closure Request

Mr. Butler indicated that the annual request for closure of High Street for Memorial Day activities has been received and will be placed on the agenda for the Board's consideration. Supervisor Kingsboro expressed a concern regarding parking issues around the event. It was suggested that the requester of the closure be required to provide qualified personnel to monitor the situation.

Request for Handicap Parking Space

Mr. Butler stated that the Township has received an application for handicap parking space in the area of the 3 Center Square apartments. Based on handicap parking available off-street in the complex's parking lot, the request was denied. Mr. Butler expects the applicant to supply additional information to justify the request.

ADMINISTRATION/PERSONNEL

Assistant Township Manager

Mr. Butler circulated a draft job description for the position of Assistant Township Manager. Following review and approval of the job description by the Board, the open position will be advertised.

Consideration of Trash and Recycling Carts

Mr. Butler reported on a meeting with Republic Services regarding their proposal to provide trash and recycling carts to all customers. For staffing and safety considerations, Republic Services would provide a cart for trash and a cart for recycling materials to aid in an automated pick-up process. The Board will consider the proposal at the February 1, 2024 meeting.

New Cleaning Service

Mr. Butler informed the Board that a new company will be retained to provide cleaning services to the Township offices and Susquehanna Regional Police Department station.

OTHER MATTERS BEFORE THE BOARD

The Board discussed the report prepared by a representative of PennDOT's Local Technical Assistance Program regarding the East High Street/Queen Street intersection. Of the options discussed the Board agreed that a multi-way stop may be a good first step. In addition, the Board agreed that reducing the length of the curb extension on the northwest side of the intersection should be done. Mr. Butler stated that a proposal for the traffic study needed to

potentially implement a multi-way stop will be on the February 1, 2024 meeting agenda for consideration by the Board.

ADJOURNMENT

There being no further business, a motion was made by Mr. Esbenshade and seconded by Mr. Brubaker to adjourn at 10:00 AM. Motion passed.

Respectfully Submitted,

Jeffrey L. Butler, Township Secretary