

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on March 7, 2024

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, March 7, 2024 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 Supervisor Scott Kingsboro.

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

Roll call of Supervisors: Present were Supervisors Scott Kingsboro, Allen Esbenshade and Michael Brubaker. Also present was Jeffrey Butler, Township Manager.

Mr. Phil Rudy and Mr. Shawn Carl, representing White Rudy LLC, presented the Audit Report for the year ended December 31, 2023 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 2023 totaled approximately \$5.78 million, while expenses totaled approximately \$5.92 million. At the end of 2023, the Township general fund had a balance of approximately \$3.7 million. At the end of 2023, the total amount available in all of the Township funds was approximately \$8.46 million.

A motion was made by Mr. Brubaker, and seconded by Mr. Esbenshade, to accept the audit report for 2023 as presented. Vote: Mr. Brubaker; yes, Mr. Esbenshade; yes and Mr. Kingsboro; yes. Motion carried.

Mr. Kingsboro opened the meeting for public comment on items not on the agenda.

Mr. Ed Strickler, 1172 Long Lane, reported that speeding continues to be an issue. He stated that a car going 80 mph passed his house before coming to the meeting. Mr. Strickler and neighbors stated that some have slowed down, but issues remain, mostly between 6:00 AM to 8:00 AM and 4:00 PM to 6:00 PM.

Old Business.

None.

New Business.

Major Stormwater Management Plan for 1143 Long Lane

A motion was made by Mr. Esbenshade, and seconded by Mr. Brubaker, to approve the Major Stormwater Management Plan for 1143 Long Lane, prepared by Harbor Engineering, Inc., dated December 6, 2023, last revised February 23, 2024, and grant the following modification to Township ordinance requirements:

Modification of Chapter 39, Article IV, Section 39-82.(1).b.3). to permit an impervious loading ratio of 3.6:1 for infiltration bed 1 and 4.6:1 for infiltration bed 2.

The approval of the stormwater management plan and the granting of the ordinance modification are subject to the following conditions:

Compliance with the review comments outline by David Miller/Associates, Inc. in a review letter dated February 28, 2024.

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. Steve Gergley, representing the applicant, had no questions regarding the conditions imposed by the Board. Vote: Mr. Brubaker; yes, Mr. Esbenshade, yes; and Mr. Kingsboro, yes. Motion passed.

Preliminary/Final Subdivision Plan for 419 Coffee Goss Road

A motion was made by Mr. Brubaker, and seconded by Mr. Esbenshade, to approve the Preliminary/Final Subdivision Plan for 419 Coffee Goss Road, prepared by Melham Associates, PC, dated November 22, 2023, last revised January 22, 2024, and grant the following modification to Township ordinance requirements:

Modification of Chapter 42, Article IV, Section 42-71.(b) to waive preliminary plan processing.

Modification of Chapter 42, Article IV, Section 42-166 to permit deferral of stormwater management plan and related calculations.

The approval of the preliminary/final subdivision plan and the granting of the ordinance modification are subject to the following conditions:

Placement of a plan note indicating requirement to meet Township stormwater management requirements in effect on the date any development is proposed on

the lots created by this subdivision plan.

Compliance with the review comments outline by David Miller/Associates, Inc. in a review letter dated January 30, 2024.

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. Esbenshade, yes; and Mr. Kingsboro, yes. Motion passed.

Resolution 2024-4 Establishing a Schedule of Fees For East Donegal Township.

A motion was made by Mr. Esbenshade, and seconded by Mr. Brubaker, to approve Resolution 2024-4 establishing a general schedule of fees, costs, charges and expenses pursuant to Township Ordinances.

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

Request For Road Closure – Mayfest Event Sponsored By Maytown Historical Society

A motion was made by Mr. Brubaker, and seconded by Mr. Esbenshade, to approve the request of the Maytown Historical Society for closure the following road closures for the Mayfest event scheduled for Saturday, May 4, 2024, from 7:00 AM to 7:00 PM, with a rain date of Sunday, May 7, 2024 with the same hours:

West High Street from King Street to Route 743,
King Street from Church Street to Apple Street,
Cameron Street from Church Street to Apple Street, and
Provide for No Parking on West High Street from King Street to Arnold Street.

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

Items To Be Listed on MuniBid

A motion was made by Mr. Esbenshade, and seconded by Mr. Brubaker, to approve the listing of the following items for sale on the MuniBid website:

2008 GMC 3500HD Pickup Truck
1972 Caterpillar 14E Road Grader with Plow
Pull-behind Street Sweeper
2009 Belmont Trailer – 6' X 12'

The Board briefly discussed the various pieces of equipment planned to be sold. Vote: Mr. Brubaker; yes, Mr. Esbenshade, yes; and Mr. Kingsboro, yes. Motion passed.

Advertise for the Receipt of Bids for Roadway Materials (Asphalt and Aggregate) for 2024. A motion was made by Mr. Brubaker, and seconded by Mr. Esbenshade, to authorize the Township Manager to advertise for the receipt of bids for the roadway materials as required for the completion of projects undertaken by Township Public Works.

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

Appointment of CPA to Complete 2022 and 2023 East Donegal Township Municipal Authority Audits.

A motion was made by Mr. Esbenshade, and seconded by Mr. Brubaker, to approve the selection of White, Rudy LLC to complete the audit of the East Donegal Township Municipal Authority financial statements for the year ended December 31, 2022 and for the thirteen months ended October 31, 2023.

Mr. Butler indicated that the audits would cover the last 1 ½ years the Township Municipal Authority was in existence. Vote: Mr. Brubaker; yes, Mr. Esbenshade, yes; and Mr. Kingsboro, yes. Motion passed.

Authorization of Public Hearing Regarding Cable Franchise Renewal.

A motion was made by Mr. Brubaker, and seconded by Mr. Esbenshade, to authorize the Township Manager to advertise a public hearing, as part of the cable franchise renewal process, to review past performance of the cable operator and to identify the future cable-related needs of the Township, for the Board of Supervisors meeting on Thursday, April 4, 2024.

Mr. Butler stated that, although not required, the firm representing the Township in the renewal negotiation suggested such a hearing to gather public input. 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, Mr. Esbenshade; yes, and Mr. Kingsboro; yes. Motion carried.

FUND	AMOUNT	CHECK #'s
General Fund	\$351,133.82	52041-53067
Trash and Recycling Fund	\$ 86,753.16	2182-2187
Subdivision Escrow Fund	\$ 8,859.45	623-624
TOTAL	\$446,746.43	

Mr. Kingsboro acknowledged the Board's receipt of the Balance Sheets for the period ending January 31, 2024, for all Township Funds.

Copies of the February 2024 Zoning/Building Report were provided to the Board. For the month, a total of 18 permits were issued (10 Zoning Permits, 3 UCC Permits, and 5 combination Zoning/UCC Permits). The total value of construction authorized equaled \$1,042,568.00. Permit fees collected totaled \$7,253. There were 28 zoning inspections and 26 UCC inspections conducted in the month.

The Board received copies of the February 2024 Township Roadmaster report.

The Board received copies of the February 2024 Milanof-Schock Library Report.

For January 2024, Municipal Emergency Services Authority responded to 53 calls in East Donegal Township. For the year 2024, MESA has responded to a total of 106 calls in East Donegal Township.

The Board received copies of the 2024 Annual Incident Report Summary prepared by the Fire Department Mount Joy. In 2024 FDMJ responded to 31 first due calls and 29 mutual aid calls in East Donegal Township.

The Board received copies of the East Donegal Township Planning Commission's December 14, 2023 meeting minutes.

The Board received copies of the Susquehanna Regional Police Commission's February 6, 2024 meeting minutes.

The Board received copies of the East Donegal Sewer Authority January 16, 2024 meeting minutes.

The Board received copies of the Marietta Donegal Joint Authority January 23, 2024 meeting minutes.

The Board received copies of the Municipal Emergency Services Authority of Lancaster County February 7, 2024 meeting minutes.

The Board received copies of the GEARS January 23, 2024 meeting minutes.

Liaison Assignment Reports

Administration/Personnel - None.

Finance – None.

Parks and Recreation-Supervisor Kingsboro reported that the schedule for Music In The Park is complete. There is also a full schedule of food trucks that will be at the events.

Planning and Development – The Board was reminded that the public hearing for the zoning amendment regulating short-term rental units will be held Thursday, April 4, 2024.

Public Safety – Mr. Kingsboro asked Deputy Chief Houseal to give an update on the activities of the Fire Department. Chief Houseal reported that assembly of the new rescue has begun. There are parties that have expressed interest in purchasing the current rescue unit. He stated that the Department continues to gain new members. He acknowledged that the support of the Township helps with recruitment and retention of members.

Public Works – Robert Ansell, Township Roadmaster reported that tree trimming within developments is being completed. He provided a rundown of the road projects scheduled for 2024.

Adjournment

A motion was made by Mr. Esbenshade and seconded by Mr. Brubaker to adjourn at 7:55 PM.

Vote: Mr. Brubaker; yes, Mr. Esbenshade, yes; and Mr. Kingsboro, yes. Motion passed.

Respectfully Submitted,

Jeffrey L. Butler, Township Secretary