

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on March 6, 2025

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, March 6, 2025, 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 Allen Esbenshade.

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

Roll call of Supervisors: Present were Supervisors Allen Esbenshade and Michael Brubaker. Also present was Scott Kingsboro, Assistant Township Manager. Supervisor Kenton Sweigart was absent.

Mr. Phil Rudy and Mr. Shawn Carl, representing White Rudy LLC, presented the Audit Report for the year ended December 31, 2024 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. 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 2024 totaled approximately \$5.58 million, while expenses totaled approximately \$5.94 million. At the end of 2024, the Township general fund had a balance of approximately \$3.2 million. At the end of 2024, the total amount available in all of the Township funds was approximately \$8.2 million.

A motion was made by Mr. Brubaker, and seconded by Mr. Esbenshade, to accept the audit report for 2024 as presented and authorizes the filing of the required PA Department of Community and Economic Development Report prior to April 1, 2025

Vote: Mr. Brubaker; yes, Mr. Esbenshade; yes. Motion carried.

Mr. Esbenshade opened the meeting for public comments on items not on the agenda.

Ms. Bridey Hannold, 9 North River Street, asked if the LGH Penn Medicine donation was for the Fitness Court. Mr. Kingsboro said yes it was. She asked what the total cost was and if we borrowed the money. Mr. Kingsboro said it was \$170,000 and we did not borrow the funds.

Frank Splain Jr., 125 Stirrup Lane, wanted to publicly thank the volunteers for responding to his mother's house for her medical emergency. He asked if the police study is allowed to be public information since taxes were used to pay for the study. Mr. Splain asked if the Board heard of the possible fee increase MESA was proposing for this year which did not pass the MESA Board or if we get correspondence from MESA. Mr. Kingsboro said we do get approved minutes and stats that are included in the supervisor's information. Mr. Splain asked if the Board knew

about the letters sent out by MESA member municipalities to neighboring municipalities on cover calls MESA was making and did East Donegal Township send a letter. The Board said they knew about the letters, but East Donegal Township has not sent one yet.

Ms. Bridey Hannold, 9 North River Street, stated mutual aid goes back in forth between police, fire and EMS.

The Board approved the minutes for the February 6, 2025, regular meeting of the Board of Supervisors and the February 18, 2025, Work Session by a motion made by Mr. Brubaker and seconded by Mr. Esbensshade.

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

Old Business.

Amendment to Agreement – R & J Field

A motion was made by Mr. Brubaker and seconded by Mr. Esbensshade to approve the Amendment to the Field Agreement for R & J Field changing the term from three years to a two-year term.

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

Authorize Preparation of Ordinance – Cable Franchise Agreement between East Donegal Township and Comcast of Florida/Michigan/New Mexico/Pennsylvania/Washington, LLC

A motion was made by Mr. Brubaker and seconded by Mr. Esbensshade to authorize the Township Manager to have the appropriate ordinance prepared and advertised for Execution of a Cable Franchise Agreement between East Donegal Township and Comcast of Florida/Michigan/New Mexico/Pennsylvania/Washington, LLC.

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

New Business.

Resolution 2025-7 Approving Contract Change Order for Chickies Creek Day Use Area Pavillion

A motion was made by Mr. Brubaker and seconded by Mr. Esbensshade to adopt Resolution 2025-7 approving contract Change Order one for an increase in the amount of \$5,750.00 for the Chickies Creek Day Use Area Pavillion to add a cement extension and walkway.

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

Award Contract for Park Mowing Services

A motion was made by Mr. Brubaker and seconded by Mr. Esbensshade to award the contract for mowing services to be performed at Bridle Path Park, Clearbrooke Park, and Longwood Square Park to Longstead Lawn and Landscaping, based on bids

received and opened on Wednesday, February 26, 2025, and listed below:

COMPANY	BID SUBMITTED
<i>Longstead Lawn and Landscape</i>	<i>\$ 6,608.00</i>
<i>DWD Landscaping & Services LLC</i>	<i>\$ 7,000.00</i>

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

Memorandum of Understanding Agreement – Lancaster County Conservation District

A motion was made by Mr. Brubaker and seconded by Mr. Esbensshade to approve entering into the Memorandum of Understanding with the Lancaster County Conservation District outlining the scope and scale of responsibilities and expectations between the Township and the Conservation District.

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

Township Manager Appointment

A motion was made by Mr. Brubaker and seconded by Mr. Esbensshade to approve the appointment of Scott Kingsboro as Township Manager.

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

Township Secretary Appointment

A motion was made by Mr. Brubaker and seconded by Mr. Esbensshade to approve the appointment of Scott Kingsboro as Township Secretary.

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

Hiring of Public Works Crew Member

A motion was made by Mr. Brubaker and seconded by Mr. Esbensshade to approve the hiring of Curtis Shearer to the position of Public Works Crew Member with a start date of March 3, 2025, at an hourly rate of \$18.00 per hour.

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

A motion was made by Mr. Brubaker and seconded by Mr. Esbensshade to approve the Treasurer's Reports for the Township and approve the payment of Township bills. Discussion: none.

Vote: Mr. Brubaker; yes, Mr. Esbensshade; yes, Motion carried.

FUND	AMOUNT	CHECK #'s
General Fund	\$226,667.54	53459-53485
Trash and Recycling Fund	\$ 99,258.94	2269-2276
Subdivision Escrow Fund	\$ 2,249.50	650-651
TOTAL	\$328,175.98	

Mr. Esbenshade acknowledged the Board's receipt of the Balance Sheets for the period ending January 31, 2025, for all Township Funds.

Copies of the February 2025 Zoning/Building Report were provided to the Board. For the month, a total of 11 permits were issued (3 Zoning Permits, 4 UCC Permits, and 4 combination Zoning/UCC Permits). The total value of construction authorized equaled \$33,133,602.00. Permit fees collected totaled \$845.00. There were 9 zoning inspections and 14 UCC inspections conducted in the month.

The Board received copies of the February 2025 Township Roadmaster report.

The Board received copies of the February 2025 Milanof-Schock Library Report.

For February 2025, Municipal Emergency Services Authority responded to 70 calls in East Donegal Township. For the year 2025, MESA has responded to a total of 135 calls in East Donegal Township.

The Board received copies of the 2025 Annual Incident Report Summary prepared by the Fire Department Mount Joy. In 2025 FDMJ responded to 3 first due calls and 3 mutual aid calls in East Donegal Township.

The Board received copies of the Susquehanna Regional Police Commission's February 4, 2025 meeting minutes.

The Board received copies of the East Donegal Sewer Authority January 21, 2025 meeting minutes.

The Board received copies of the Marietta Donegal Joint Authority January 28, 2025 meeting minutes.

The Board received copies of the Municipal Emergency Services Authority of Lancaster County January 22, 2025 meeting minutes.

The Board received copies of the Park Commission February 27, 2025 meeting minutes.

Liaison Assignment Reports

Administration/Personnel - None.

Finance

Parks and Recreation- Mr. Kingsboro thanked Alan Kaylor for scheduling all the Music in The Park events.

Planning and Development

Public Safety

Public Works

Adjournment

A motion was made by Mr. Brubaker and seconded by Mr. Esbenshade to adjourn at 7:29 PM.

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

Respectfully Submitted,

Scott Kingsboro, Township Secretary