

The Board's Minutes of the East Donegal Township Board of Supervisors
Held on October 21, 2025

The work session of the Board of Supervisors of East Donegal Township was held on Tuesday, October 21, 2025, 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 Esbenshade.

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

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

Public Comment

Mitch Shellenberger, owner of Shelmar Acres, initiated a discussion regarding the possibility of amending the Township Ordinance to permit use for a single designated campsite on his property. He proposed allowing individuals to rent a space for tent camping or RV setup, citing the Hipcamp app as an example of the type of use he envisions.

Mr. David Wendel, Executive Director of Greater Elizabethtown Area Recreation & Community Services (GEARS), provided an update to the Board on the renovation project at the GEARS Community Center in Elizabethtown Borough. He requested a contribution of \$10,000, an increase from the \$7,500 currently included in the budget and stated that the project is anticipated to begin in January 2026.

Discussion of 2026 Township General Fund Budget

Mr. Kingsboro presented the Capital Equipment Funding Schedule, outlining all equipment and park structures along with their anticipated replacement timelines. He reviewed previously considered capital projects for potential future consideration and highlighted projects scheduled for completion in 2026, which are included in the current budget.

Mr. Kingsboro outlined the proposed timeline for consideration and adoption of the 2026 Budget. The draft budget is anticipated to be approved for public review at the November 6, 2025, Board meeting, with final adoption expected on December 4, 2025. He noted that if revisions require additional time, the budget must still be adopted before the end of the year. The budget presented at this meeting did not propose an increase to the current Township tax rate of 3.1165 mills.

Mr. Kingsboro also provided an overview of the Township's revenue sources. Over 80% of General Fund revenue is derived from taxes, including Real Estate Property Tax, Earned Income Tax, Local Services Tax, and Real Estate Transfer Tax, with Real Estate Property Tax representing the largest portion. Additional revenue sources are expected to include grants and interfund operating transfers. Grant funding includes the PennDOT Green Light-Go Grant for the Rt. 441/Rt. 743 Signal Upgrade and Rt. 441 Corridor Improvements, totaling \$331,850, with an \$83,000 local match.

Mr. Kingsboro and Mr. Ansell presented the proposed 2026 Public Works projects and expenditures. Projects include relining storm sewer lines on Vinegar Ferry Road, paving Maytown Alley (Apple Street, South Queen Street to East High Street), initiating engineering for the Vinegar Ferry Bridge repair or replacement, improvements to the Municipal Parking Lot, and the purchase of an equipment trailer.

Mr. Kingsboro provided an overview of the 2026 projects to be funded from the Highway Aid Fund include routine road maintenance items such as road salt, line painting, and sealcoating on Airport Road, Nissley Road, and Iron Bridge Road, as well as work on Donegal Springs Road from Maytown Road to the Church.

Public safety, specifically police services, remains a significant expense. The Township's contribution to the Susquehanna Regional Police Department (SRPD) for 2026 is \$2,120,370, representing 61.43% of member municipal contributions. This amount reflects a 0% increase from 2025.

Other public safety-related expenses discussed include donations to the Maytown-East Donegal Township Fire Department to cover the annual financing payment for the new rescue unit, as well as payment of the fee imposed by the Municipal Emergency Services Authority for emergency medical services. Additional 2026 expenditures include repairs to the fire station, implementation of a new ADA-compliant website and citizen text/email alerts, and ongoing Zoning and UCC enforcement expenses.

Mr. Kingsboro outlined proposed 2026 projects within Township parks, including resurfacing the basketball and tennis courts at Bridle Path Park, replacing the kitchen pavilion roof at Fuhrman Park, replacing the Kawasaki Mule, contract mowing, and tree trimming.

Mr. Kingsboro proposed that wages will increase by 3% in 2026. The Township will retain the part-time seasonal Public Works crew member in 2026. Health benefits costs are increasing by 10.4%. There are no new positions proposed for 2026.

Mr. Kingsboro continued to discuss the proposed Trash & Recycling Fund Budget for 2026. The trash collection contract cost with Casella will increase 3% from 2025. LCSWMA tipping fees are also proposed to increase for both trash and recycling. To maintain a balanced budget as presented in the 2025 Budget, customer fees will increase from \$330.00 to \$346.00 annually—an increase of \$16.00 (\$8.00 semi-annually) which is a reduction from the proposed 2025 budget. Additionally, we are looking at the possibility of green trash tags could be required for all Kraft (brown) bags at a cost of \$1.00 each or selling the Kraft bags for leaves.

Mr. Kingsboro informed the Board that the Director of the Milanof-Schock Library was unable to attend the meeting but had requested an increased donation of \$47,500 for 2026. The Township has budgeted \$44,000.

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 6, 2025, meeting of the Board of Supervisors.

Adjournment

There being no further business, a motion was made by Mr. Sweigart and seconded by Mr. Brubaker to adjourn at 10:32 AM.

Respectfully Submitted,

Scott Kingsboro, Township Secretary