

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

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, November 6, 2025, at 7:00 PM in the East Donegal Township Municipal Building located at 190 Rock Point Road, Marietta, PA 17547.

The meeting was called to order by Chairmen Allen Esbenshade.

Supervisor Kenton Sweigart led with a Prayer and Pledge to the Flag.

Roll call of Supervisors: Present were Supervisors Allen Esbenshade, Michael Brubaker, and Kenton Sweigart. Also in attendance were Scott Kingsboro, Township Manager, Jodi Diaz, Finance Director and Robert Ansell, Public Works Director.

Mr. Esbenshade opened the meeting for public comments:

- Ms. Madar, resident at 145 N King Street – Ms. Madar expressed concern regarding a shed that was recently erected on a property along River Street and inquired whether a permit had been obtained. Mr. Kingsboro informed Ms. Madar that her concern is currently being addressed.

The Board approved the minutes for October 2, 2025, and October 21, 2025, regular meetings of the Board of Supervisors.

Motion made by Mr. Brubaker and seconded by Mr. Sweigart. Discussion: None. Vote: Mr. Esbenshade: yes; Mr. Sweigart: yes; Mr. Brubaker: yes. Motion Passed.

Old Business.

**A. Subdivisions, Land Development, Stormwater Management and Planning Modules.**

**1. Preliminary/Final Subdivision & Land Development Plan for LAMARC L.P., Review #2 690 Kraybill Church Road (T-811), Meeting House Road**

Presentation of the development plan was made by Christopher Wiley of WLA Consulting, representing LAMARC, LP, requesting conditional approval of the final subdivision and land development plan.

A motion was made by Mr. Sweigart, and seconded by Mr. Brubaker, to approve the Preliminary/Final Subdivision & Land Development Plan for LAMARC L.P. conditioned upon addressing the remaining comments in the DM/A review letter dated October 1, 2025. Ms. Hannold asked if another house could be built on the property and Mr. Wiley stated that only on non-productive land.

Discussion: None. Vote: Mr. Esbenshade: yes; Mr. Sweigart: yes; Mr. Brubaker: yes. Motion Passed.

## **B. Ordinances**

### **1. Authorize Preparation of Ordinance – Amendment No. 5 for the East Donegal Township Non-Uniform Employees' Pension Plan**

A motion was made by Mr. Brubaker, and seconded by Mr. Sweigart, to authorize the Township Manager to have the Township Solicitor prepare the appropriate ordinance and advertised to establish Amendment No. 5 in the Non-Uniformed Employees' Pension Plan as recommended by the Actuary.

Discussion: Ms. Hannold inquired about the amendment. Mr. Kingsboro informed her that it would change the number of vesting service years in the plan from 15 to 10, with penalties, but with no cost increase to the Township.

Vote: Mr. Esbenshade: yes; Mr. Sweigart: yes; Mr. Brubaker: yes. Motion Passed.

## **C. Resolutions**

### **1. Resolution 2025-16 for Plan Revision for New Land Development, Drager Tract**

A motion was made by Mr. Sweigart, and seconded by Mr. Brubaker, to adopt Resolution 2025-16 approving the Sewage Facilities Planning Module for the Drager Tract and its submittal to the Pennsylvania Department of Environmental Protection.

Discussion: Mr. Kingsboro explained that this resolution was already passed in September, but DEP requested that the County's letter be dated prior to the Township's letter. As a result, the resolution needed to be revisited.

Vote: Mr. Esbenshade: yes; Mr. Sweigart: yes; Mr. Brubaker: yes. Motion Passed.

## **D. Motions/Decisions**

### **1. 2026 Township General Fund Budget**

Mr. Kingsboro presented the highlights of the proposed 2026 General Fund Budget. The proposed budget does not anticipate an increase in the Township's current tax rate. As a result, the tax rate would remain 3.1165 mills.

The proposed budget projects revenue to be \$5,839,563.00 and expenditures to be \$5,816,470.27.

Mr. Kingsboro stated that approximately 37% of the budget's projected revenue is from real estate taxes. Other significant sources of revenue include earned income taxes, real estate transfer taxes and local services taxes. All of these are collected by outside agencies on behalf of the Township.

Interfund transfers and awards received from grants total an additional \$986,243 in revenue.

Over 45% of the anticipated total expenditures are within the Public Safety category. Police service expenditures are expected to remain at the 2024 level of \$2,158,080.00. An additional \$510,145.58 is budgeted for Fire and \$29,422.00 is budgeted for Emergency Management and Ambulance.

Mr. Kingsboro highlighted the public works projects proposed for 2026. Projects include improvement to various alleys in Maytown, engineering and design work for Vinegar Ferry Road Bridge, Crosswalk painting, and various stormwater management projects.

Park projects include improvements to the Fuhrman Park (new roof on kitchen pavilion), replace the UTV, and the resurfacing of basketball courts and tennis courts in Bridle Path Park. Recreation programming includes Township participation with GEARS as a municipal partner.

The 2026 budget does not include any new positions for employment. It's anticipated that the part-time season public works position will continue in 2026. The budget includes a proposed 3% wage increase for Township employees.

Mr. Kingsboro indicated that 11.86% of total real estate taxes paid by Township property owners goes to the Township. An additional 11.08% goes to Lancaster County, while the remaining 77.06% is collected by the Donegal School District.

Mr. Kingsboro briefly discussed roadway projects to be funded through the Township's Highway Aid Fund. These include the widening and paving of Donegal Springs Road between the church and Maytown Road, and oil and chip treatment of Airport Road, Iron Bridge Road, and Nissley Road.

Mr. Kingsboro discussed cost increases associated with the Township's trash/recycling program. Contracted hauler costs and the Lancaster County tipping fee for trash have increased. As a result, the budget prepared for the Trash and Recycling Fund proposes a \$16.00 increase in the annual fee for the service.

Discussion: Mr. Splain Jr. inquired whether any neighboring townships or boroughs are contributing to the cost of retaining a School Resource Officer (SRO) at the Donegal schools, since their residents' children also attend the schools located within our Township.

Ms. Hannold inquired about the details of the GLG (Green Light Go) Project and what the grant is funding. Mr. Kingsboro explained that the request is for redoing the traffic lights and adding radar at Route 441/Route 743 intersection.

A motion was made by Mr. Sweigart, and seconded by Mr. Brubaker, to authorize the Township Manager to advertise the proposed 2026 General Fund Budget as available for public inspection and place the adoption of the 2026 General Fund Budget on the agenda for approval at the December 4, 2025, meeting.

Vote: Mr. Esbenshade: yes; Mr. Sweigart: yes; Mr. Brubaker; yes. Motion Passed.

## **2. Extension of Time in Which to Consider Subdivision or Land Development Plan by the Board of Supervisors of East Donegal Township for Trout Run Farm, LLC**

A motion was made by Mr. Brubaker, and seconded by Mr. Sweigart, to authorize an extension of time for the Preliminary/Final land Development Plan for the Hess Residence / Trout Run Farm, LLC.

Discussion: None. Vote: Mr. Esbensshade: yes; Mr. Sweigart: yes; Mr. Brubaker; yes. Motion Passed.

### New Business

#### **A. Subdivisions, Land Development, Stormwater Management and Planning Modules**

#### **B. Resolutions**

##### **1. Resolution 2025-17 Supporting Growth Area Boundary Changes and “Investment Areas”**

A motion was made by Mr. Sweigart, and seconded by Mr. Brubaker, to adopt Resolution 2025-17 Supporting Growth Area Boundary Changes and “Investment Areas” as recommended by the Lancaster County Planning Department.

Discussion: Mr. Kingsboro explained that this involves 28 acres of land that fall within the growth boundary but are agricultural preserve areas. The Lancaster County Planning Department would like to clean up some of the maps and boundary lines to reflect this more accurately. Vote: Mr. Esbensshade: yes; Mr. Sweigart: yes; Mr. Brubaker; yes. Motion Passed.

#### **C. Ordinances**

#### **D. Motions/Decisions**

##### **1. Hiring of Zoning Officer/Building Code Official**

A motion was made by Mr. Brubaker, and seconded by Mr. Sweigart, to approve the hiring of Shannon Sinopoli to the position of Zoning Officer/Building Code Official with a start date of December 1, 2025, at a salary of \$70,000.

Discussion: None. Vote: Mr. Esbensshade: yes; Mr. Sweigart: yes; Mr. Brubaker; yes. Motion Passed.

##### **2. Memorandum of Understanding Agreement – Lancaster County Planning Commission**

A motion was made by Mr. Sweigart and seconded by Mr. Brubaker to approve entering the memorandum of understanding with the Lancaster County Planning Commission allowing for expedited County review of minor land subdivision and land development plans.

Discussion: None. Vote: Mr. Esbensshade: yes; Mr. Sweigart: yes; Mr. Brubaker; yes. Motion Passed.

##### **3. Request For Road Closure –Mayfest 2026, Sponsored by the Maytown Historical Society**

A motion was made by Mr. Brubaker and seconded by Mr. Sweigart to approve the request of the Maytown Historical Society for closure of Township streets East High Street from Queen Street to the square , West High Street from King Street to the square, and acknowledge their application to PennDOT for the closure of South River Street from Elizabeth Street to the square, and North River Street from Jacob Street to the square on Saturday, May 2, 2026, from 6:00 AM to 6:00 PM.

Discussion: None. Vote: Mr. Esbenshade: yes; Mr. Sweigart: yes; Mr. Brubaker; yes. Motion Passed.

#### **4. Request For Road Closure – Maytown Civic Association Square Lighting Celebration**

A motion was made to by Mr. Sweigart and seconded by Mr. Brubaker to approve the request of the Maytown Civic Association for closure of West High Street from King Street to the square on Saturday, November 29, 2025, from 4:00 PM to 6:00 PM.

Discussion: None. Vote: Mr. Esbenshade: yes; Mr. Sweigart: yes; Mr. Brubaker; yes - Motion Passed.

#### **E. Acknowledgements**

#### **F. Other Business/Deliberations**

A motion was made by Mr. Sweigart, seconded by Mr. Brubaker, to approve the Treasurer's Reports for the Township and to authorize payment of the Township bills.

Discussion: None. Vote: Mr. Esbenshade: yes; Mr. Sweigart: yes; Mr. Brubaker; yes - Motion Passed.

Mr. Esbenshade acknowledged the Board's receipt of the Balance Sheets for the period ending September 30, 2025, for all Township Funds.

#### **Correspondence/Announcements**

The Board received copies of the October 2025 Zoning/Building Report

The Board received copies of the October 2025 Township Roadmaster Report.

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

The Board received copies of the Township Planning Commission's September 11, 2025 meeting minutes.

The Board received copies of the East Donegal Sewer Authority's September 16, 2025 meeting minutes.

The Board received copies of the Marietta Donegal Joint Authority's September 23, 2025 meeting minutes.

The Board received copies of the August 27, 2025 meeting minutes of the Municipal Emergency Services Authority of Lancaster County, as well as the Agency Incident Breakout Report through October 31, 2025

The Board received copies of the GEARS Board of Directors meeting minutes of September 16, 2025.

The Board received copies of the East Donegal Township Park Commission's October 23, 2025 meeting minutes.

#### Liaison Assignment Reports

Administration/Personnel - None.

Finance - None.

Parks and Recreation - None.

Planning and Development - None.

Public Safety - None.

Public Works – Mr. Bob Ansell provided an update on the Long Lane project.

#### Adjournment

A motion was made by Mr. Sweigart and seconded by Mr. Brubaker to adjourn at 7:42 PM.

Vote: Mr. Esbenshade: yes; Mr. Sweigart: yes; Mr. Brubaker; yes – Motion passed.

Respectfully Submitted,

Scott A. Kingsboro, Township Secretary