

**EAST DONEGAL TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
Thursday, December 4, 2025  
7:00 p.m.**

The regular meeting of the Board of Supervisors of East Donegal Township was held on Thursday, December 4, 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 Chairman Esbenschade at 7:00 p.m., followed by a Prayer and Pledge to the Flag.

Roll call of Supervisors: Present were Supervisors Allen Esbenschade and Michael Brubaker. Supervisor Kenton Sweigart was absent. Also in attendance were Scott Kingsboro, Township Manager, Robert Ansell, Public Works Director and Shannon Sinopoli, Zoning Officer.

Public comment:

- A. Jay Shertzer provided the board members with a written complaint regarding the police department. Mr. Shertzer inquired about the agreement with the police department and ICE and the payment of police salaries and benefits by ICE as stated in the Lancaster newspapers. Mr. Shertzer felt the tax millage rate should be decreased if ICE is funding the police department. Mr. Esbenschade, as a member of the police commission, advised there has not been any funding provided to the Susquehanna Regional Police Department by ICE to date.
- B. Bridey Hannold suggested the board review the garbage collection ordinance as she feels there should not be any charge for trash tags for leaves.

Minutes: Motion by Mr. Brubaker to approve the November 6, 2025 and November 18, 2025 meeting minutes, seconded by Mr. Esbenschade. Motion approved 2-0.

Old Business:

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

1. Preliminary/Final Subdivision Plan for Hess Residence/Trout Run Farm, LLC.

Motion by Mr. Brubaker to approve the Preliminary/Final Land Development Plan for Trout Run Farm LLC conditioned upon addressing the remaining comments in the DM/A review letter dated September 22, 2025, seconded by Mr. Esbenschade. Motion approved 2-0.

- B. Resolutions

1. Resolution 2025-18 adopting the 2026 Fiscal Budget and Establishing the Real Estate Tax Millage Rate for the Fiscal Year 2026.

Mr. Brubaker advised there is no tax increase for the year 2026. Motion by Mr. Brubaker to adopt Resolution 2025-18 approving the 2026 Fiscal Budget and establishing the 2026 tax rate of 3.1165 mills, seconded by Mr. Esbenschade. Motion approved 2-0.

- C. Ordinances

1. Ordinance 2025 – 3, To Amend the East Donegal Township Non-Uniform Pension Plan by adding Amendment No. 5.

Mr. Kingsboro advised there is no cost to the township regarding this amendment.

Motion by Mr. Brubaker to adopt Ordinance 2025-3 amending the East Donegal Township Non-Uniform Pension Plan by adding Amendment No. 5, changing 15 years of vesting service to 10, seconded by Mr. Esbenschade. Motion approved 2-0.

D. Motions/Decisions

E. Other Business

New Business:

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

B. Resolutions

1. Resolution 2025-19 Lancaster County 2025 Hazard Mitigation Plan

Motion by Mr. Brubaker to adopt Resolution 2025-19 Lancaster County 2025 Hazard Mitigation Plan as the official Hazard Mitigation Plan for East Donegal Township, seconded by Mr. Esbenschade. Motion approved 2-0.

C. Ordinances

D. Motions/Decisions

1. Meeting Dates for the Board of Supervisors for the Year 2026

Motion by Mr. Brubaker to establish the following meeting dates for the East Donegal Township Board of Supervisors:

REGULAR MEETING	WORK SESSION MEETING
*January 5, 2026 (5:00 pm)	January 20, 2026
February 5, 2026	February 18, 2026
March 5, 2026	March 17, 2026
April 2, 2026	April 21, 2026
May 7, 2026	May 19, 2026
June 4, 2026	June 16, 2026
July 2, 2026	July 21, 2026
August 6, 2026	August 18, 2026
September 3, 2026	September 15, 2026
October 1, 2026	October 20, 2026
November 5, 2026	November 17, 2026
December 3, 2026	December 15, 2026

Board of Supervisors' regular meetings, except as noted, are scheduled for 7:00 PM. Meetings to be held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.

Board of Supervisors work session meetings are scheduled for 8:30 AM. Meetings to be held at

the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547.

Motion seconded by Mr. Esbenschade. Motion approved 2-0.

2. Meeting Dates for the Township Planning Commission for the Year 2026

Motion by Mr. Brubaker to establish the second Thursday of every month at 7:00 PM as the meeting dates for the East Donegal Township Planning Commission. Meetings to be held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547, seconded by Mr. Esbenschade. Motion approved 2-0.

3. Meeting Dates for the Township Zoning Hearing Board for the Year 2026

Motion by Mr. Brubaker to establish the second Monday of every month, except for the month of October, when due to a holiday, the meeting will be held on Tuesday, October 13, at 7:00 PM as the meeting dates for the East Donegal Township Zoning Hearing Board. Meetings to be held at the East Donegal Township Municipal Building, 190 Rock Point Road, Marietta PA 17547, seconded by Mr. Esbenschade. Motion approved 2-0.

4. 2026 Holiday Schedule

Motion by Mr. Brubaker to approve following schedule of holidays for 2026:

New Year's Day: Thursday, January 1, 2026

President's Day: Monday, February 16, 2026

Good Friday: ½ day Thursday, April 2 & Friday, April 3, 2026

Memorial Day: Monday, May 25, 2026

Independence Day: ½ day Thursday July 2, Friday, July 3, 2026

Labor Day: Monday, September 7, 2026

Columbus Day: Monday, October 12, 2026

Veterans Day: Wednesday, Nov. 11, 2026

Thanksgiving: ½ day Wednesday, November 25<sup>th</sup>, all day Thanksgiving Thursday, November 26th, off Friday, November 27<sup>th</sup>, 2026

Christmas: , ½ day Wednesday, December 23, Thursday, December 24, Friday, December 25, 2026

Motion seconded by Mr. Esbenschade. Motion approved 2-0.

E. Acknowledgements

F. Other Business/Deliberations

1. Consideration offering \$10,000 for a stormwater vacuum trailer and box from Conewago Township Dauphin County.

Mr. Brubaker advised the main purpose of this vacuum will be to suck out the storm drains and not for a community leaf collection at this point. Mr. Ansell echoed Mr. Brubaker and added that they may include picking up leaves along the street, but the primary use is for drain cleanouts.

Motion by Mr. Brubaker to authorize the Township Manager to draft a letter offering \$10,000 for a stormwater vacuum trailer and box from Conewago Township, seconded by Mr. Esbenschade. Motion approved 2-0.

G. Treasurers' Reports and payment of bills.

General Fund  
Check Register  
Detailed Expense Report  
Statement of Income and Expenses  
Comparative Statement of Income and Expenses

Trash and Recycling Fund  
Check Register  
Detailed Expense Report  
Statement of Income and Expenses  
Comparative Statement of Income and Expenses

Subdivision Escrow Fund  
Check Register  
Detailed Expense Report

Park and Rec Fund  
Statement of Income and Expenses  
Comparative Statement of Income and Expenses  
Capital Reserve Fund  
Statement of Income and Expenses

Emergency Services Capital Reserve Fund  
Statement of Income and Expenses

Highway Aid Fund  
Statement of Income and Expenses  
Comparative Statement of Income and Expenses

Municipal Authority Assets Fund  
Comparative Statement of Income and Expenses  
Statement of Income and Expenses

Motion by Mr. Brubaker to approve the Treasurers' Reports and payments of all bills, seconded by Mr. Esbleshade. Motion approved 2-0.

#### H. Balance Sheets for all Township Funds as of October 31, 2025

Mr. Esbleshade acknowledged receipt of the October 31, 2025 Balance Sheets.

General Fund  
Fund Balance Sheet  
Trash and Recycling Fund  
Fund Balance Sheet  
Subdivision Escrow Fund  
Fund Balance Sheet  
Park and Rec Fund

Fund Balance Sheet  
Capital Reserve Fund  
Fund Balance Sheet  
Emergency Services Capital Reserve Fund  
Fund Balance Sheet  
Highway Aid Fund  
Fund Balance Sheet  
Municipal Authority Assets Fund  
Fund Balance Sheet

I. Correspondence/Announcements

Mr. Esbleshade acknowledged receipt of the following reports and correspondence:

1. November 2025 Zoning/Building Report
2. November 2025 Roadmaster Report
3. Milanof-Schock Library Report
4. East Donegal Township Planning Commission Meeting Minutes
5. East Donegal Sewer Authority Meeting Minutes
6. Marietta Donegal Joint Authority Meeting Minutes
7. Municipal Emergency Services Authority of Lancaster County Call Report & Minutes
8. GEARS Board of Directors Meeting Minutes
9. East Donegal Township Park Commission Meeting Minutes
10. Zoning Hearing Board Meeting Minutes and Meeting Agenda

Liaison Assignment Reports

Mr. Esbleshade acknowledged receipt of the following reports:

- A. Administration/Personnel
- B. Finance
- C. Parks and Recreation
- D. Planning and Development
- E. Public Safety
- F. Public Works

Mr. Brubaker announced that East Donegal Township was awarded 1.563 million dollars for transportation intersection improvements at Routes 441 and 743 to include signal improvements, roadway widening and turning lanes.

Mr. Dan Houseal, Maytown-East Donegal Township Fire Department provided a brief update of activities and thanked the Township for their continued funding support. Mr. Houseal expressed his gratitude for all the wonderful fire company staff members.

Adjournment – Motion by Mr. Brubaker to adjourn the meeting, seconded by Mr. Esbleshade. Motion approved 2-0 and the meeting adjourned at 7:34 p.m.

Respectfully Submitted,

Scott A. Kingsboro  
Township Secretary