

EAST DONEGAL TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
Monday January 5, 2026
5:00 p.m.

The re-organization and regular meeting of the Board of Supervisors of East Donegal Township was held on Monday, January 5, 2026, at 5:00 PM in the East Donegal Township Municipal Building located at 190 Rock Point Road, Marietta, PA 17547.

1. The meeting was called to order by Chairman Esbenshade at 5:00 p.m., followed by a Prayer and Pledge to the Flag.
2. Roll call of Supervisors: Present were Supervisors Allen Esbenshade, Michael Brubaker, and Kenton Sweigart. Also in attendance were Scott Kingsboro, Township Manager, Robert Ansell, Public Works Director, Jodi Diaz, Treasurer, and Shannon Sinopoli, Zoning Officer.
3. Re-Organization of the Board for 2026

On a request by Supervisor Esbenshade, Mr. Kingsboro was appointed Temporary Chairman.

Mr. Kingsboro called for nominations for Chairman and Vice-Chairman of the Board.

Motion by Mr. Sweigart and seconded by Mr. Brubaker to appoint Mr. Esbenshade as Chairman and Mr. Brubaker as Vice-Chairman, seconded by Mr. Brubaker. Motion approved 3-0.

Mr. Kingsboro turned the meeting over to Chairman Esbenshade.

Board Liaison Appointments

- Police Commission – Supervisors Esbenshade and Sweigart
- Susquehanna Regional Emergency Management Agency – Supervisor Esbenshade
- Municipal Emergency Services Authority of Lancaster County – Supervisor Sweigart

Motion by Mr. Brubaker to approve the Liaison Appointments for 2026, seconded by Mr. Sweigart. Motion approved 3-0.

4. Annual Appointments for Calendar Year 2026

- A. Staff
 - Township Manager/Secretary – Scott Kingsboro
 - Township Treasurer – Jodi Diaz
 - Township Zoning Officer/Building Code Official – Shannon Sinopoli
 - Township Roadmaster – Robert Ansell
 - Open Records Officer – Scott Kingsboro
 - Open Records Officer, Alternate – Jodi Diaz
 - 2026 PSATS Convention Voting Delegate April 19-22, 2026 – Scott Kingsboro
- B. Ambulance provider – Municipal Emergency Services Authority
- C. Emergency Management – Susquehanna Regional Emergency Management Agency
- D. Tax Collector for Earned Income and Local Services Tax for 2026 – Lancaster County Tax Collection Bureau
Tax Collector for Real Estate – Lancaster County Treasurer
- E. Township Engineer – David Miller/Associates
Township Engineer, Alternate – HRG Engineering
- F. Township Solicitor – Nikolaus & Hohenadel

- Township Zoning Hearing Board Solicitor – Neil Albert
- G. Township Sewage Enforcement Officer – Charity Hain
Township Sewage Enforcement Officer, Alternate – Doug Cwienk
- H. Township Alternate Zoning Officer – David Miller/Associates
- I. Township Representative for GEARS – Scott Kingsboro
- J. Township Construction Code Official and Alternate Building Code Official – Code Administrators
- K. Pension Chief Administrative Officer – Scott Kingsboro
- L. Township Certified Public Accountant – White, Rudy LLC
- M. Depository of Funds – Northwest Bank and PLGIT

Motion by Mr. Sweigart to approve the 2026 annual appointments A through M for the calendar year 2026, seconded by Mr. Brubaker. Motion approved 3-0.

5. Township Board and Commission Appointments/Reappointments

- A. Zoning Hearing Board – Resolution 2026-1 (3-year term until December 31, 2028)
- R. Keith Vogt

Motion by Mr. Brubaker to approve Resolution 2026-1 and appoint R. Keith Vogt to the Zoning Hearing Board, seconded by Mr. Sweigart. Motion approved 3-0.

- B. Planning Commission (5-year term until December 31, 2030)
- Arlan Hollinger

Motion by Mr. Sweigart to appoint Arlan Hollinger to the Planning Commission, seconded by Mr. Brubaker. Motion approved 3-0.

- C. Park Commission (4-year term until December 31, 2029)
- Anthony Eshleman
 - Stan Michonski

Motion by Mr. Brubaker to appoint Anthony Eshleman and Stan Michonski to the Park Commission, seconded by Mr. Sweigart. Motion approved 3-0.

- D. Maytown-East Donegal Township Fire Department Board of Directors (3-year term until December 31, 2028)
- R. Keith Vogt

Motion by Mr. Sweigart to appoint R. Keith Vogt to the Maytown – East Donegal Township Board of Directors, seconded by Mr. Brubaker. Motion approved 3-0.

- E. Fire Department of Mount Joy Foundation Board (3-year term until December 31, 2028)
- John Sweigart

Motion by Mr. Brubaker to appoint John Sweigart to the Fire Department of Mount Joy Foundation Board, seconded by Mr. Sweigart. Motion approved 3-0.

- F. Marietta – Donegal Joint Authority (3-year term until December 31, 2028)
- Dennis Drager

Motion by Mr. Sweigart to appoint Dennis Drager to the Marietta - Donegal Joint Authority, seconded by Mr. Brubaker. Motion approved 3-0.

- G. GEARS (3-year term until December 31, 2028)

- Alan Kaylor

Motion by Mr. Brubaker to appoint Alan Kaylor to GEARS Board and seconded by Mr. Sweigart. Motion approved 3-0.

- H. Chairman of the East Donegal Township Vacancy Board (1-year term until December 31, 2026)
- Anthony Eshleman

Motion by Mr. Sweigart to appoint Anthony Eshleman as the Chairmen of the East Donegal Township Vacancy Board, seconded by Mr. Brubaker. Motion approved 3-0.

6. Public comment - None

7. Minutes: Motion by Mr. Brubaker to approve the December 4, 2025, meeting minutes, seconded by Mr. Esbleshade. Motion approved 2-0. Mr. Sweigart abstained since he was absent from the meeting.

8. Consent Agenda Items

- A. Bills/Balance Sheets
- B. Reports

- i. Fire Company Report: Maytown & Mount Joy
- ii. Library Report
- iii. MESA Incident Report & Calls
- iv. Roadmaster Report
- v. Zoning Officer Report
- vi. East Donegal Sewer Authority Meeting Minutes
- vii. Marietta-Donegal Joint Authority Meeting Minutes
- viii. SEO letter and report
- ix. GEARS Meeting Minutes

Motion by Mr. Sweigart to approve the consent agenda items, seconded by Mr. Brubaker. Motion approved 3-0.

9. Old Business:

- A. Refuse and Recycling fees for 2026

Motion by Mr. Brubaker to establish refuse and recycling fees at \$346.00 per year (billed \$173.00 semi-annually) for 2026, seconded by Mr. Sweigart. Mr. Kingsboro advised this rate is actually lower than originally proposed. Motion approved 3-0.

10. New Business

- A. Mileage Reimbursement Rate 2026

Motion by Mr. Sweigart to approve the mileage reimbursement rate at the IRS rate of 72.5 cents per mile through the year 2026, seconded by Mr. Brubaker. Motion approved 3-0.

- B. Establish Treasurer's Bond Amount

Motion by Mr. Brubaker to approve the Treasurer's Bond at \$1,500,000.00, seconded by Mr. Sweigart. Motion approved 3-0.

C. Fire Department Mount Joy – Proposed Box Alarm Changes

Motion by Mr. Sweigart to authorize the Fire Department Mount Joy's proposed box alarm changes dated November 2025, seconded by Mr. Brubaker. Mr. Kingsboro explained this was to remove Squad 75 and add an additional engine; to go from three tankers to four in non-hydrated areas; and to add Air 7 to second alarm. Motion approved 3-0.

D. Lancaster County Board of Elections Polling Place Letter of Agreement

Motion by Mr. Brubaker to approve entering into an agreement with the Lancaster County Board of Elections for the use of the Township Municipal Building as a Polling Place for the Primary to be held on Tuesday, May 19, 2026, and the Elections to be held on Tuesday, November 3, 2026, seconded by Mr. Sweigart. Motion approved 3-0.

11. Discussion Items - None

12. Correspondence/Announcements

- A. Mr. Kingsboro announced the Township Board of Auditors meeting will be held Tuesday January 6, 2026, at 7:00 PM.
- B. Mr. Esbleshade and Mr. Kingsboro thanked Mr. Splain Jr. for all the work done in the EMA EOC.

Adjournment – Motion by Mr. Brubaker to adjourn the meeting, seconded by Mr. Sweigart. Motion approved 3-0 and the meeting adjourned at 5:15 p.m.

Respectfully Submitted,

Scott A. Kingsboro
Township Secretary