

**West Donegal Township
Board of Supervisors Meeting
May 21, 2018**

The regular meeting of the Supervisors was held at 7:00 p.m. at the Township Municipal Building. Chairman, Roger Snyder called the meeting to order with the following Supervisors in attendance: Doug Hottenstein, Phil Dunn, John Martin, and Eric Kreider. Also in attendance were Zoning Officer, Wayne Miller, Township Manager, John O. Yoder, III, Office Manager, Jennifer Rabuck, and Chief of the NRLCPD, Mark Mayberry. Roadmaster, Todd Garber and Solicitor Josele Cleary were absent.

- I. **Call Meeting to Order**
- II. **Pledge of Allegiance, Silent Prayer, Tape Announcement**
- III. **Roll Call of Supervisors – All present**
- IV. **Approval of Meeting Minutes –** Moved by Supervisor Martin, seconded by Supervisor Dunn to approve the April 9, 2018 meeting minutes. Motion carried.
- V. **Public Comments – None**
- VI. **Reports –** Moved by Supervisor Dunn, seconded by Supervisor Kreider to approve the monthly reports. Motion carried.
- VII. **Presentation –** Officer Tyler Seidel introduced K9 Officer Arlo
- VIII. **Action Items**
 - A. Moved by Supervisor Hottenstein, seconded by Supervisor Martin to approve the winning Muncibid of the 1998 GMC Dump Truck in the amount of \$12,200 to Kevin Entz. Motion carried.
 - B. Moved by Supervisor Dunn, seconded by Supervisor Kreider to approve the advertisement of the LERTA Ordinance revision for a five-year extension. Motion carried.
 - C. Moved by Supervisor Dunn, seconded by Supervisor Martin to approve the revision to the Volunteer Service portion of the Employee Policy Manual. Motion carried.
 - D. Moved by Supervisor Martin, seconded by Supervisor Dunn to approve Ordinance # 229/2018 adding a new chapter 110, Fire Protection and Emergency Response, Article 1, Key Lock Boxes and to provide regulations for Key Lock Boxes. Motion carried.
 - E. Moved by Supervisor Dunn, seconded by Supervisor Martin to approve Ordinance # 230/2018 making Administrative and Typographical corrections to Chapters 31, Pensions, and 82, Burning, Outdoor. Motion Carried.
 - F. Moved by Supervisor Kreider, seconded by Supervisor Dunn, to approve the Winter Engine-Generator preventative maintenance agreement from 06/01/2018 – 05/31/2019 in the amount of \$737.00 for the Municipal Building and the Maintenance Garage. Motion carried.
 - G. Moved by Supervisor Martin, seconded by Supervisor Kreider, to approve payment to the Elizabethtown Regional Sewer Authority (ERSA) in the amount of \$5,970 from Capital Reserve for the Masonic Drive low pressure sewer extension project. Total due is split between West Donegal Township and ERSA. Motion carried.
- IX. **Discussion**
 - A. Foreman and Landis Road, Additional Stop Sign – Supervisors were in agreement to have an Ordinance prepared placing a “Stop, Except Right Turn” sign on Foreman Road at the intersection with Landis Road.
 - B. Update on Property Maintenance Code Ordinance – Manager Yoder stated he received another example from Mount Joy Township. Further discussion was held on the inclusions and exclusions to

the ordinance. It was agreed to have Solicitor Clearly type up a clean draft copy for the Supervisors to review.

- C. **Garage Lighting Proposal** – Manager Yoder stated he received two quotes for the garage lighting upgrades. 1) Zeiset Electric, \$3,164, which includes a rebate through PPL; 2) Susquehanna Mechanical, \$7,405.

Moved by Supervisor Martin, seconded by Supervisor Kreider to approve the quote from Zeiset Electric in the amount of \$3,164 from Capital Reserve, which includes rebates through PPL. Motion carried.

- D. **VOIP Phone System Proposed Upgrade** – Manager Yoder received two proposals. 1) CPT, \$1,634 onetime fee and Monthly cost \$256; 2) Verizon, \$959.99 onetime fee and Monthly cost \$265. Either proposal will save around \$200 per month on the telephone bill. Resident Tom Dabbs, 1220 Turnpike Road, asked how often does the Comcast internet go down. Manager Yoder stated he has had no issues since he was hired.

Motion by Supervisor Dunn, seconded by Supervisor Martin to accept the proposal by Verizon at a cost of \$959.99 and monthly fee of 265.00. Motion carried.

- E. **EMAG Text Alert Systems** – Manager Yoder stated the Township now has the access to send text alerts to area residents. This is a free service offered through Verizon. The system is in place and has been tested. It will be offered to residents in the near future.
- F. **Update on New Dump Truck** – The dump truck will be complete by mid-week. It will then go back to Peterbuilt for final preparations and testing.
- G. **Municipal Office Lighting Proposal** – Zeiset Electric also completed a proposal to upgrade the existing light fixtures in the municipal building. Installing the LED fixtures will cut the energy usage for the building in half. The Municipal office would also receive the PPL rebate to complete the work.

Motion by Supervisor Martin, seconded by Supervisor Dunn to accept the proposal from Zeiset Electric to relamp the existing fixtures of the municipal building to LED at a cost of \$4,644, from Capital Reserve, after the PPL rebate. Motion carried.

X. **Zoning**

- A. **Special Exception for July 4th Event at Stone Gables** – Zoning Officer Miller stated Stone Gables will be going before the Zoning Hearing Board to request a special exception. They will be having a two-day event which will exceed their maximum allowance of occupants.

There is also a second Zoning Hearing for the allowance of three mobile homes on a parcel.

- B. **Update on Outstanding Enforcement Actions** – Two residents were filed against at the Magistrates office. One resident is contesting and the other has not been heard from at this point.

Manager Yoder gave a brief update on the Magistrates resignation and the potential of the closing or moving of the local office.

XI. **Executive Session** – None

- XII. **Bills Payable (Final Unpaid List)** – Moved by Supervisor Dunn, seconded by Supervisor Martin to approve the bills payable. Motion carried.

- XIII. **Adjourn** – Moved by Supervisor Dunn, seconded by Supervisor Kreider to adjourn the meeting at 8:00 pm. Motion carried.

Prepared by Jennifer Rabuck for

Philip Dunn, Secretary