

**West Donegal Township
Board of Supervisors Meeting
January 2, 2018**

The regular meeting of the Supervisors was held at 7:18 p.m. at the Township Municipal Building. Chairman, Roger Snyder called the meeting to order with the following Supervisors in attendance: Philip Dunn, Doug Hottenstein, and Eric Kreider. Also in attendance were Zoning Officer, Wayne Miller, Roadmaster, Todd Garber, Township Manager, John O. Yoder, III, Office Manager, Jennifer Rabuck, and Chief of the NRLCPD, Mark Mayberry. Supervisor John E. Martin and Township Solicitor, Josele Cleary were absent.

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- I. **Call Meeting to Order**
- II. **Pledge of Allegiance, Silent Prayer, Tape Announcement – during reorganizational meeting.**
- III. **Roll Call of Supervisors** – Supervisor Martin was absent.
- IV. **Approval of the December 11, 2017 Meeting Minutes** – Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to approve the December 11, 2017 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. **Action Items**
 - A. Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to approve the Internal Revenue Services' standard business mileage rate of 54.5 cents per mile effective January 1, 2018. Motion carried.
 - B. Approve/Reject the following regarding the Final Subdivision Plan for Donegal Woods, Phase 3, WDT 17-11:
 1. Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to approve the Final Subdivision Plan for Donegal Woods, Phase 3, dated September 17, 2017, last revised December 6, 2017, subject to the Engineer's letter of December 15, 2017 and the Solicitor's letter of September 18, 2017. Motion carried.
 2. Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to approve the signing of the Agreement and Declaration of Woodland Preservation Easement, Declaration of Restrictive Covenants, Stormwater Management Agreement and Declaration of Easement, and the Land Development Agreement for Phase 3 upon completion of all documents. Motion carried.
 3. Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to approve the signing of the Final Subdivision Plan when all conditions have been met. Motion carried.
 4. Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to approve the establishment of financial security in the amount of \$825,671.20. Motion carried.
 - C. Approve/Reject the following regarding the Sketch Plan for U-GRO Learning Centre, WDT 17-17:
 1. Moved by Supervisor Hottenstein, seconded by Supervisor Dunn to approve a waiver of the SALDO Section 200-13 – Preliminary Review process to allow a Final Plan submission subject to the Engineer's letter dated December 8, 2017 and the Solicitor's letter dated December 8, 2017. Motion carried.
 - D. Approve/Reject the following regarding the Major Land Disturbance Plan for Masonic Village Rutts Road Path, WDT 17-16:
 1. Moved by Supervisor Dunn, seconded by Supervisor Kreider to approve a waiver of the Stormwater Management Ordinance Section 190 – Stormwater Management. Motion carried.

2. Moved by Supervisor Dunn, seconded by Supervisor Kreider to approve the signing of the Major Land Disturbance Plan when all conditions are met subject to the Engineer's letter dated December 8, 2017. No escrow is required as the work was included with the cottages project. Motion carried.
- E. Approve/Reject a request for an extension of time for the Improvement Construction Plan for StoneyBrook Phase 1C, WDT 17-13. Manager Yoder stated StoneyBrook is withdrawing the plan and will resubmit in the future.
- F. Moved by Supervisor Hottenstein, seconded by Supervisor Dunn to approve the reduction of escrow for the Masonic Villages 72 Cottages project, WDT 16-14. The request is for a reduction of \$1,549,407.45, retaining \$517,965.85 for work remaining. Note Memo dated December 12, 2017. This is a first request. Motion carried.
- G. Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to approve the extension of Eugene Oldham's official retirement date to December 31, 2017 per his letter. Motion carried.
- H. Moved by Supervisor Hottenstein, seconded by Supervisor Dunn to approve the ordering of a new dump truck per the approved Capital Reserve budget account 430.740. Motion carried.
- I. Moved by Supervisor Dunn, seconded by Supervisor Kreider to approve the signing of the engagement letter with White Rudy & Company, LLP for audit services. Motion carried.

Manager Yoder stated Land Studies received notification the MS4 application has been received by PA DEP and deemed administratively complete. PA DEP anticipates issuing the permit in August of 2018.

VIII. Discussion

- A. Revisions to Pension Ordinance – Manager Yoder noted several items for review with the current pension ordinance along with the proposed new language.
- B. Insulation for attic of Road Department Shop – A quote was received to install insulation in the roof of the shop. This will help the newly installed heating system work more efficiently. Moved by Supervisor Kreider, seconded by Supervisor Dunn to approve the purchase and installation of insulation in the shop at a cost of \$1,982 from Keener Insulation. Motion carried.
- C. Quote for Agreement for Moyer lot purchase – Manager Yoder stated the appraisal had to be recompleted since Mr. Gruber is not a licensed commercial appraiser. The new appraisal was \$2,000 higher at \$60,000. Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to present the Moyer's with the new appraisal amount. Motion carried.

IX. Zoning

Zoning Officer Miller stated he is looking into a property maintenance code and would like the consent of the Supervisors to further his research. All Supervisors consented to Mr. Miller's request.

Mr. Miller noted a property which houses construction equipment and debris on a residential lot. He stated the owner requested an extension of time to have the items removed and the property cleaned up.

X. Executive Session – None

XI. Bills Payable (Final Unpaid List) – Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to approve the bills payable. Motion carried.

XII. Adjourn – Moved by Supervisor Dunn, seconded by Supervisor Hottenstein to adjourn the meeting at 8:05 pm. Motion carried.

Prepared by Jennifer Rabuck for