

**Donegal Township Board of Supervisors  
Business Meeting Minutes  
April 27, 2023**

Donegal Municipal Building  
34 N. Liberty Street  
West Alexander, PA 15376

**Call Meeting to Order:** Jim Bauer called the meeting to order at 7:00 pm

**Prayer:** Randy Polan gave the prayer

**Pledge of Allegiance:**

**Announcement of Recording:** Jim Bauer announced the meeting was being recorded.

**Announcement of Executive Sessions:** Jim Bauer Read.

Executive Session on March 23, 2023 from 8:40 pm to 11:40 pm for Grievances

Executive Session on March 27, 2023 from 12:45 pm to 1:45 pm for Litigation

Executive Session on March 29, 2023 from 9:00 am to 4:00 pm for Contracts and Litigation

Executive Session on April 5, 2023 from 8:15 am to 12:30 pm for Contracts and Personnel

Executive Session on April 19, 2023 from 9:30 pm to 9:45 pm Personnel

**Supervisors Present Roll Call:**

Jim Bauer - Present

Randy Polan - Present

Edward Shingle – Present

Also attending the meeting:

Chief John Yancosek

Fire Chief Eric Graham

Jamie M. Schaller Secretary/Treasurer

Attending for James McGraw – Solicitor Eric Thomas

**A motion needs made to adopt the agenda giving the chair the privilege to adjust.**

Randy Polan made the motion to adopt the agenda giving the chair the privilege to adjust. Ed Shingle second. Motion Carried 3/0.

**Public Comment: COMMENTS ON AGENDA ITEMS ONLY**

**None**



**APPROVAL OF MINUTES:**

Ed Shingle made the motion to approve the Minutes of March 23, 2023. Randy Polan second. Motion Carried 3/0.

**EXECUTIVE SESSION**

At this time Ed Shingle made a motion to go into Executive Session at 7:03 pm. Jim Bauer second. Motion Carried 3/0.

Jim Bauer announced the meeting reconvened at 8:30 pm. This Executive Session was for Litigation, Contracts.

**AMENDMENT OF THE AGENDA**

AT THIS TIME ED SHINGLE MADE A MOTION TO AMEND THE AGENDA. RANDY POLAN SECOND. MOTION CARRIED 3/0.

Ed Shingle made the motion to add the settlement agreement with Wood Hubbs. Jim Bauer second. Motion Carried 3/0.

**FINANCIAL BUSINESS:**

1. Motion to approve the Township General Fund Bills as presented on the bill list.

Included in the General Fund unpaid bills list there is two reimbursements for Randy Polan. 1) "No Parking Flyers" and 2) State Inspection/Repairs to the 2014 Peterbilt. (\$310.32)

Included in the General Fund unpaid bills list there is a reimbursement for Kathy Leech for mileage for attending PA One Call Workshop. (\$104.80)

Included in the General Fund unpaid bills list there is a reimbursement for Jamie M. Schaller for Certified Mail/Postage fees. (\$8.13).

Ed Shingle made the motion to approve the General Fund Bills as presented on the unpaid bill list. Randy Polan second. Motion Carried 3/0.

2. Motion to approve the Township Water & Sewer Fund Bills as presented on the bill list.

Randy Polan made the motion to approve the Water & Sewer Bills as presented on the unpaid bill list. Ed Shingle second. Motion Carried 3/0.

3. Motion to approve the Township Liquid Fuels Fund Bills as presented on the bill list.

Jim Bauer made the motion to approve the Liquid Fuels Fund Bills as presented on the unpaid bill lists. Ed Shingle second. Motion Carried 3/0.

4. Motion to approve the Township Act 13 Fund Bills as presented on the bill list.

Ed Shingle made the motion to approve the Act 13 Fund Bills donations to the Claysville Volunteer Fire Department and the West Alexander Volunteer Fire Department for 2023 not Claysville Borough. Jim Bauer second. Motion Carried 3/0.

**DEPARTMENT REPORTS:**

Fire Report – given at the agenda meeting  
Police Report – given at the agenda meeting  
Code Enforcement Report Supervisors have a copy

**RIGHT TO KNOW REPORT: As of April 19, 2023 (RTK'S from 3-27-2023 to 4-19-2023) – given at the agenda meeting**

6 NEW RTK'S SUBMITTED

4 RTK'S GRANTED  
2 RTK'S DENIED  
1 RTK APPEALED  
3 RTK'S ARE ON A 30-DAY EXTENSION

GILMORE -5 RTK'S SUBMITTED  
3 OF HER RTK'S HAVE BEEN GRANTED  
3 RTK'S STILL ON 30-DAY EXTENSIONS

JERI ZWICKER-1 RTK SUBMITTED  
RTK WAS DENIED - RECORDS DO NOT EXIST

JANIS FARESE (PA OPEN THE BOOKS) 1 RTK SUBMITTED RTK WAS GRANTED

CAMPBELL RTK WAS APPEALED APPEAL WAS GRANTED.

**OLD BUSINESS:**

1. Flashing Beacon Signal – US 40 and S.R. 3005

Ed Shingle lets have Rich Rush work up a plan and see if PennDot will approve because they have to approve anything that we would come up with.

2. Claysville WWTP Road Cut Application.

The Bond and Escrow is on the way.

Ed Shingle made the motion to approve the Road Cut Application pending receipt of the bond and the escrow check and application fee and final approval of the Engineer. Randy Polan second. Motion Carried 3/0.



3. Tunnel Ridge application for heavy hauling on Sheperd Road.

See below

4. Tunnel Ridge application for heavy hauling on Waynesburg Road.

See below

5. Tunnel Ridge application for heavy hauling on Old National Pike.

See below

6. Tunnel Ridge application for heavy hauling on Ebbert Road.

See below

Ed Shingle – Sheperd Road is this road even capable of handling what they want to do. Waynesburg Road, I think we can ask for some wider berms at least in some areas of the road.

Discussing who has the roads bonded.

Betty Shingle – When Denise Musolino was here that was her complaint that the road was not fit for drivers and they should have to fix it before that can use it.

Jim Bauer – Lets get back with the engineer and have another conversation with them before we approve

#### **NEW BUSINESS:**

1. Capri Update. – Approve having a meeting with Claysville Borough and Capri.

Ed Shingle made the motion to approve the advertisement of the meeting between the Borough and Capri and Donegal Township when it is schedule. Jim Bauer second. Motion carried 3/0.

2. Sewage Tap in Application for 71 Main Street West Alexander, PA 15376

Jim Bauer made the motion to approve the tap in for 71 Main Street West Alexander. Ed Shingle second. Motion Carried 3/0.

3. Accept/Award the A.D.S Co-op bids.

- Oil Bid (2800 gallons) – Midland Asphalt - \$2.56
- #67 Stone (1500 tons) – Arcosa Aggregates – \$31.00
- #8 Stone (500 tons) – Heidelberg Materials – \$49.69

Ed Shingle made the motion to accept the A.D.S. Co-op bids. Randy second. Motion Carried 3/0.

4. Ethan Ward (Fair Board) – they are asking the Township to waive the Tap in Fee.

Ed Shingle made the motion to approve a one-time reduced water tap in fee of \$600.00. Randy Polan second. Motion Carried 3/0.

Eric Graham – We have no water pressure at the Fire Department.

5. Consideration of Hiring two (2) Part Time Police Officers.

Chief Yancosek – The way Mopec works is we have to hire or make a tentative offer to the Officer's and then we submit paperwork to Mopec and they do an additional background check. If you could tentatively hire Camerson and Mickens. If the Board offers them the job, then I will submit papers to Mopec that we will get back. As of the first of May, if you could tentatively hire them pending what we get back on the background check.

Ed Shingle made the motion to conditionally hire the two (2) recommended Part Time Officer's. Randy Polan second. Motion Carried 3/0.

6. Approve Clean up days for May 5<sup>th</sup> and May 6<sup>th</sup> and approve advertising the dates.

Ed Shingle made the motion to approve the Clean-up days for May 5<sup>th</sup> and 6<sup>th</sup> advertising the same. Randy Polan second. Motion Carried 3/0

Friday 6:30 am to 2:00 pm and Saturday 8:00 am to 12:00 noon

7. Approve having six (6) dumpsters from Newman's Landscaping for Clean Up days May 5<sup>th</sup> and 6<sup>th</sup>.

Ed Shingle made the motion to approve the low bidder Newman's Landscaping for the Clean-up days on May 5<sup>th</sup> and 6<sup>th</sup>. Jim Bauer second. Motion Carried 3/0.

8. Discussion on amending Sewer/Water Regulations.

Ed Shingle – we need to tweak a bit because of where we have grinder pumps where more than one house is serviced.

Jim Bauer – do we have to state that the two-year moratorium is over.

Ed Shingle – the Power needs to be out of the Township's name.

Ed Shingle – Reading John Foris email regarding Liberty Road issue with the grinder pump.

9. May 20<sup>th</sup> & May 21<sup>st</sup> the Pike Festival is returning to Claysville they would like a donation.

Jim Bauer called for a motion. No motion made.

10. Mutual General Release and Settlement Agreement.

Jim Bauer made the motion to approve the Mutual General Release and Settlement Agreement with Heather Wood Hubbs. Randy Polan second.

Jim Bauer - is there any public comment?

Betty Shingle – What is this?

Jim Bauer – I will refer to the Solicitor.

Eric Thomas – this is an employment dispute; we can only give this general detail because it is not completely finalized at this point. You can easily access this once it is finalized through a RTK request.

Kathy Croft – when this is released, I hope that people will remember that there is a lot of legal jargon it doesn't translate well to the average person and I think that it could easily be misconstrued.

Betty Shingle – it states settlement, is the Township cleared of things?

Jim Bauer – we can't comment on this until it is finale. We haven't signed it yet we are just approving it so we can't comment on.

Ed Shingle – this is a general release as individuals and as a Township

**Roll Call Vote: Randy Polan Yes; Jim Bauer Yes; Ed Shingle Yes Motion Carried 3/0**

**DISCUSSION (ACTION) ITEMS:**

1. Discussion on forming a Planning Commission

Ed Shingle – We will have to do a new Ordinance. We could look at the old one and make changes to it and then have the Solicitor review it.

Kathy Croft – it was suggested that you do three (3) members with two (2) alternates.

Jim Bauer – how many were on it before.

Kathy Croft – Seven

Jim Bauer – what about five (5)? We will continue to work on this item.

2. Mike Gadani – Requesting the use of the gymnasium for youth sports.

Jim Bauer – we have not heard back from Mike Gadani.



## 3. Discussion on the purchase of a Safe for the Township Building.

Ed Shingle – Jim what are you looking for?

Jim Bauer – A gun safe or something that can't be carried out of the building.

## 4. Discussion of purchasing Township Road/Street Signs (pricing for the signs is being worked on).

This item is being worked on.

5. Discussion and or Approval for the Public Works Employees to attend Flagger Training on June 8<sup>th</sup> at a cost of \$55.00 per person.

Jim Bauer made the motion to approve sending the Public Works Road Crew Employees to Flagger Training on June 8<sup>th</sup>. Randy Polan second. Motion Carried 3/0.

6. (FYI) R G Johnson will be doing Temporary Road Closures on Waynesburg Road beginning July 1<sup>st</sup>.

Jim Bauer read.

## 7. Judith Wright gave the Township a \$1,000.00 donation for the gymnasium floor.

Jim Bauer Read.

Randy Polan – they should be able to start approximately May 15<sup>th</sup>.

Ed Shingle – We thank Judith Wright for the donation.

## 8. (FYI) 2023 JMPP bids Supervisors have a copy for review.

Jim Bauer read.

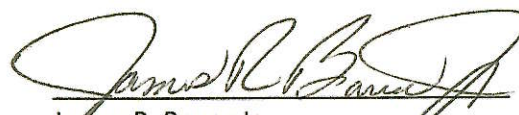
## 9. Discussion on having a Public Meeting with Tunnel Ridge

Tunnel Ridge would like anyone who has questions to call them.

**ADJOURNMENT OF MEETING:**

Jim Bauer made the motion to adjourn the meeting at 9:44 pm. Randy Polan second. Motion Carried 3/0. Meeting adjourned.

  
Jamie M. Schaller Secretary/Treasurer

  
James R. Bauer Jr.