

Donegal Township
Monday, May 20, 2019
DRAFT*Board Meeting Minutes*****

Donegal Township Municipal Building – Meeting Room
24 N. Liberty Street
West Alexander, PA 15376

Supervisor Ed Shingle called the meeting to order at 7:10 PM, followed by the Pledge of Allegiance and an announcement that the meeting was being recorded.

Announcement of meetings:

None

Roll call:

Present were Supervisors Edward Shingle Jr., Tom Greaves, Kathleen Croft, Douglas Teagarden, Tammi Iams, Secretary Sharon Balach and Solicitor John Hofrichter.

1. PUBLIC PARTICIPATION ON AGENDA ITEMS ONLY

Kathy Gilmore asked about the Treasurers report that Secretary Balach forgot. The reports were printed and handed out.

Tredd Barton asked if the West Penn Power easements were on the agenda.

2. APPROVAL OF MINUTES

Mr. Shingle made a motion to approve the minutes as being true and correct as presented for the Supervisor monthly meeting held on March 15 & 16, 2019. Mrs. Croft seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

The minutes for the Supervisor Special Meeting held on April 22, 2019 were found incorrect. They will be corrected and presented at the next Board Meeting on June 17, 2019.

Mr. Shingle made a motion to approve the minutes as being true and correct as presented for the Vacancy Board Meeting held on April 22, 2019. Mrs. Croft seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

Mr. Shingle made a motion to approve the minutes as being true and correct as presented for the Vacancy Board Meeting held on April 29, 2019. Mr. Teagarden seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

Mr. Shingle made a motion to approve the minutes as being true and correct as presented for the Supervisor Special Meeting held on May 9, 2019. Mrs. Croft seconded the motion.

Roll call of votes: 3 YES 0 NO 2 ABSTAIN – Mr. Teagarden & Mrs. Iams Motion carried.

3. FINANCIAL BUSINESS

A. Mr. Teagarden made a motion to approve the Treasurer's report dated April 16, 2019 through May 20, 2019. Mr. Shingle seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

B. Mr. Shingle made a motion to pay bills. Mr. Teagarden seconded the motion. Mrs. Iams asked about the MarkWest escrow refund check.

Roll call of votes: 5 YES 0 NO Motion carried

4. DEPARTMENT REPORTS

A. Code Enforcement: Chief Yancosek reported there is a lot of high grass. Chief also asked for permission to contact Municipal Consulting to inspect a garage on Donegal Avenue. Mr. Teagarden made a motion to give consent to contact to Municipal Consulting. Mrs. Croft seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

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- B. Engineer: No Report. Ed Kraushaar reported the drawings were sent back to the engineers.
- C. Fire Department: Eric Graham reported in the month of April, there were 14 calls for service.
- D. Fire Marshall: None.
- E. Office: Mr. Shingle reported that things are progressing.
- F. Water/sewage: Mrs. Croft reported the 3rd payment for the plant upgrade is due. John Foris would like a catwalk installed at the plant to make it easier to clean. Mrs. Croft has located one and it is free. We need to check with the engineer and the insurance company.
- G. Parks & Rec: None.
- H. Police Department: Chief Yancosek gave a report for the month of April that there were 133 calls for service.
- I. Road Department: Mr. Greaves reported that the Road Dept has started grading the roads, cleaned up and leveled slip areas, started ditching the roads and mowing as weather permits. There was discussion about the grader needing repairs.
- J. Solicitor: Mr. Hofrichter reported it has been a busy month with a lot of issues not to be discussed.

5. OLD BUSINESS

- A. West Penn Power LED street Lighting Agreement: Randy Durr was here from First Energy to explain the LED street lighting conversion. Tabled.
- B. Washington County Planning Commission Model Resolution: Mrs. Croft made a motion to lift it from table. Mr. Teagarden seconded the motion.
Roll call of votes: 5 YES 0 NO Motion carried.
Mr. Teagarden made a motion to sign the 2020 census resolution. Mrs. Croft seconded the motion.
Roll call of votes: 5 YES 0 NO Motion carried.
- C. Huston Security Systems for cameras at the garage: Tabled.
- D. Verizon Occupancy Permit: This was handed over to Solicitor John Hofrichter for review.
- E. Harshman Group Code Enforcement: Tabled.
- F. Washington County Tax Collection – Study of Earned Income Collection System: Mr. Teagarden made a motion to lift it off the table. Mr. Shingle seconded the motion.
Roll call of votes: 5 YES 0 NO Motion carried. No action taken.
- G. Tunnel Ridge Notice of Intent: Mr. Teagarden made a motion to lift it off the table. Mrs. Croft seconded the motion.
Roll call of votes: 5 YES 0 NO Motion carried.
Mr. Teagarden made a motion to grant access for inspection only and give a report. Mrs. Croft seconded the motion.
Roll call of votes: 5 YES 0 NO Motion carried.
- H. Review of Auditors Suggestions: Mr. Teagarden made a motion to ask Palermo & Kissinger to check QuickBooks and get an estimate of the cost to fix items. Mrs. Croft seconded the motion. Marcie Wright and Kathy Prescott commented on the items that needed fixed. Mr. Teagarden withdrew the motion. Betty Shingle would like the Board to respond to the auditors.
- I. Donation for Three Ridges Festival: Mr. Shingle made a motion to lift it off the table. Mr. Teagarden seconded the motion.
Roll call of votes: 5 YES 0 NO Motion carried.
- J. Set a Date for Public Meeting Regarding Tax Abatement: Mr. Teagarden made a motion to lift H. & J. off the table. Mr. Shingle seconded the motion.
Roll call of votes: 5 YES 0 NO Motion carried.
Mr. Teagarden made a motion to have a workshop for the tax abatement and the auditor's suggestions on June 10, 2019 at 7pm, here at the Township Building and to advertise the same. Mr. Shingle seconded the motion.
Roll call of votes: 4 YES 1 NO - Mrs. Iams Motion carried.

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- K. Verizon Occupancy Permit (D above): Mr. Shingle made a motion to lift it off the table. Mrs. Croft seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried

The Verizon application will be sent back to Verizon to fill out completely.

6. NEW BUSINESS

- A. Suit Kote Street Sweeping (ACT 13): Mr. Teagarden made a motion to pay Suit Kote out of ACT 13. Mrs. Iams seconded the motion.

Roll call of votes: 3 YES 2 NO - Mrs. Croft & Mr. Shingle Motion carried.

- B. Tunnel Ridge Heavy Haul Renewal Permits: Mr. Teagarden made a motion to approve the renewal with an addendum for bus curfew and obtaining a certificate of insurance. Mr. Shingle seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

- C. LSA Funding Resolution: Mr. Teagarden made a motion to adopt the resolution. Mrs. Iams seconded the motion.

Roll Call of votes: 5 YES 0 NO Motion carried.

- D. Columbia Gas Transmission Road Bond Escrow Refund (\$2,700): Mrs. Croft made a motion to approve the refund. Mr. Teagarden seconded the motion.

Roll call of votes: 4 YES 1 NO - Mr. Shingle Motion carried.

- E. MarkWest Road Bond Escrow Refund (\$15,420): Mr. Teagarden made a motion to approve the refund. Mrs. Iams seconded the motion.

Roll call of votes: 4 YES 1 NO – Mr. Shingle Motion carried.

- F. CW Automation – 3rd Payment \$6,353.00 (balance - \$3,145) ACT 13?: Mr. Teagarden made a motion to pay CW Automation out of ACT 13. Mr. Shingle seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

- G. West Penn Power Easement: Mr. Teagarden made a motion to grant the easement subject to clarification. Mr. Shingle seconded the motion.

Roll call of votes: 1 YES 3 NO – Mr. Greaves, Mrs. Croft & Mr. Shingle 1 Abstain – Mrs. Iams Motion died.

- H. Advertise For Equipment for Tar & Chip: Mr. Teagarden made a motion to advertise. Mr. Shingle seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

7. EXECUTIVE SESSION

Mr. Teagarden made a motion to go into executive session. Mr. Shingle seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried. Went to executive session at 8:58PM

8. REPORT FROM EXECUTIVE SESSION

Returned back from executive session at 10:43pm. No motion out of Executive session. Personnel issues and litigation was discussed.

9. ADDITIONS TO THE AGENDA

None

10. PUBLIC COMMENT

JD Martin commented on the tax collector's office at Old National Pike not being safe to use. After discussion, Mr. Teagarden made a motion to have the tax collector's office moved to the Municipal Building either in room 103 or the meeting room. Mr. Shingle seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

Kathy Gilmore questioned the status of the part time secretary.

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11. **ADJOURNMENT:**

Mr. Shingle made a motion to recess and continue the meeting on May 29, 2019 at 7pm for the purpose of opening and considering bids. Mr. Greaves seconded the motion.

Roll call of votes: 5 YES 0 NO Motion carried.

Sharon J Balach
Secretary/Treasurer