

**Donegal Township Board of Supervisors  
Minutes Business Meeting  
October 26, 2023**

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

**Call Meeting to Order:** Jim Bauer called the meeting to order at 7:30 pm

**Prayer:** Given by Chad Thomas

**Pledge of Allegiance:** Recited

**Announcement of Recording:** Jim stated the meeting is being recorded

**Announcement of Executive Sessions:**

An Executive Session was held on October 2, 2023 from 12:00 pm to 3:00 pm for Personnel and Grievances.

An Executive Session was held on October 6, 2023 from 12:30 pm to 2:30 pm Contracts and Personnel.

An Executive Session was held on October 11, 2023 from 11:32 am to 12:55 pm Personnel and Grievances.

An Executive Session was held today October 26, 2023 from 6:15 pm to 7:30 pm for Contracts, Litigation and Personnel.

**Supervisors Present Roll Call:**

Jim Bauer - Present  
Randy Polan - Present  
Edward Shingle - Present

**Motion to adopt the agenda giving the chair the privilege to adjust.**

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

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

Rich Hunter -Under New Business #4 acquisition of property for a water tower, depending on which direction you are heading with that line I may be able to help.

Jim Bauer – We had to come up with some projects for the grant money, we don't know if they will be approved or not.

Jim Bauer asked if there were any other public comments?

None.

#### **APPROVAL OF MINUTES:**

Motion to approve the Minutes from the Business Meeting on August 24, 2023 continued to August 31, 2023.

**Ed Shingle made the motion to approve the Minutes of August 24, continued to August 31, 2023. Randy Polan second. Motion Carried 3/0.**

Motion to approve the Minutes from the Business Meeting on September 28, 2023.

**Ed Shingle made the motion to approve the Minutes of September 28, 2023. Randy Polan second. Motion Carried 3/0.**

#### **FINANCIAL BUSINESS:**

1. Motion to approve the Township General Fund Bills as presented.
2. Motion to approve the Township Water & Sewer Fund Bills as presented.
3. Motion to approve the Township Arpa Fund Bills as presented.
4. Motion to approve the Township Liquid Fuels Bills as presented.

**Ed Shingle made the motion to approve payment of the Bills #1-#4. Randy Polan second. Motion Carried 3/0.**

Jim Bauer asked if there were any comments of the bills? None

Jim Bauer – RTK

Jim Bauer – The Solicitor's bill for September 2023 for general work was \$8,623.30 and the RTK Solicitor bill for September 2023 was \$11,935.00. We just wanted everyone to be aware of these numbers.

Jim McGraw- While we are on the RTK request, both the administrative time and our time related to these requests there have been some conversations regarding it, this is why we did the break out of the invoice.

Jim McGraw- Two weeks ago there was a meeting of the Washington County Association of Township Officials, two months ago this Board approved a Resolution regarding RTK requests for presentation to that body at their meeting, which related to our request, that the association with its greater power and influence within State Government that they adopt our Resolution requesting that they pursue some Legislative changes of the RTK Law, not to restrict anyone access to publicly available information, but to



address the process, the way the process can be abused and create additional costs, we were confident that this was not just happening to Donegal Township that it is happening across the State.

Jim McGraw – This RTK Resolution was the only proposed Resolution to be adopted by that body at their annual meeting. They put a copy on all the tables and they asked us to address the Resolution to discuss it and explain why we thought it was important. We did that and they then put it to a vote and it passed unanimously. We got positive feedback afterwards. We acknowledge that we don't have all the perfect answers but the collective influence of this group and the collective influence of that group is a start to move things in a positive direction to reduce the passive costs when there are a significant number of RTK requests being presented to a municipality. This was adopted and we are going to work along with them to further their legislative efforts, we thought it was a positive step to have all the Township's in Washington County on board with our line of thinking about ways of reform to the law.

**DEPARTMENT REPORTS: (Supervisors have a copy in their packets)**

Police Report  
Fire Report  
Code Enforcement Report

**OLD BUSINESS:**

1. Tunnel Ridge proposed public waterline along Old National Pike and Toll Gate Road.

Jim Bauer – Is there anything new that we can discuss at this time?

Ed Shingle – This will go along with #1 New business.

Eric Graham- How much does a tower cost?

Ed Shingle – A quarter of a million. The Engineer could approve a smaller one with a pump. I asked the Engineers to come up with options and he came up with a Tank, a Pump, a Tank/Pump combination.

Eric Graham – how many gallons is the tank we have now. Ed Shingle, I don't remember.

Kathy Croft – It is not huge. This doesn't have to be a huge water tower it can be a tank.

Ed Shingle – It doesn't need to be the size of the one we have now.

Jim Bauer – Okay we are still working on this; we need to have a meeting with them.

- 2 McAdoo Pump Station Fuel – (Propane, Diesel or Gasoline)

Ed Shingle – I think we need to tell Tunnel Ridge that we want Natural Gas.

Randy Polan- Yes, gasoline and diesel can become stale and will we get refills when and if we need it.

Jim Bauer - We will need to talk to them about this when we are talking about the water line.

#### NEW BUSINESS:

1. Rich Hunter – Private water line in Township Right of Way.

**Ed Shingle made the motion to table. Jim Bauer second. Motion Carried 3/0.**

2. Roberts Subdivision Plan – (N. Liberty Street and Carrie Drive)

**Ed Shingle made the motion to approve the Roberts Subdivision Plan. Randy Polan second. Motion Carried 3/0.**

3. Smith Subdivision Plan – (1274 & 1276 State Route 40 West)

Jim Bauer – we need some legal documentation on what the alley is or isn't. We can't do anything until we know about the alley.

**Jim Bauer made the motion to deny approval of the Smith Subdivision as presented. Ed Shingle second. Motion Carried 3/0.**

4. Washington County Redevelopment Community Block Grant - \$150,000.00

- Repairs to Sewage Plant
- Acquisition of Property for Water Tower.
- Extension of Waterline Old National Pike
- Electronic Meters

**Ed Shingle made the motion to submit the four bullets. Randy Polan second.**

Eric Graham asked if we could add a water tower to the list?

Discussion on adding a water tower to the list.

Jim McGraw – The bulleted items that are here are information items before we decided to vote to approve it. Since the motion was approving the submission. We don't necessarily have to identify on the agenda what those items need to be.

Ed Shingle – this is more for the paperwork that Jamie is going to send to them.

Jamie Schaller - They wanted us to come up with four projects for them to look at because a lot of times the 2 or 3 projects don't qualify.

Ed Shingle- they wanted three or four but he could get five, right?

Jamie Schaller – Yes.

Ed Shingle – we could phrase it as a substation that way it covers a water tank or what ever else it could be.

Ed Shingle changed his motion to be:

**Ed Shingle made the motion to approve submitting five projects the Washington County Redevelopment Block Grant. Randy Polan second. Motion Carried 3/0.**

5. Interest Payment to the Police (Uniform) Pension Plan per the 2017-2020 Audit \$3,375.55 and Interest Payment to the Adm (Non-Uniform) Pension Plan per the 2017-2020 Audit \$408.02

Jamie Schaller – These are on the unpaid bills list that was approved this evening, I wasn't sure if you wanted to make a separate approval for them.

Jim Bauer – We are caught up on the Pension Plans but we had to pay some interest and these are on the unpaid bill lists so this is an FYI.

Jamie Schaller – This was from the 2017-2020 Audit.

6. Local Share Application – (State Program) Due November 30<sup>th</sup>

- Main Street Storm Sewer Project

No Match Required.

Harshman Group will have to edit the application.

Jim Bauer – I think we need to motion to re-submit.

Jamie Schaller – The application is going to have to be changed and Harshman Group is going to have to do that and submit. This is a different LSA Grant Program than what the original submission was.

**Ed Shingle made the motion to have Harshman update the information and submit. Jim Bauer second. Motion Carried 3/0.**



## 7. Water & Sewer Rate Increase

Jim Bauer stated that these are the new rates we are proposing and will take effect December 1, 2023.

**Ed Shingle made the motion to approve the updated water and sewer rates to include the new industrial sewage base rates. Randy Polan second. Motion Carried 3/0.**

### PROPOSED NEW WATER AND SEWER RATES – EFFECTIVE DECEMBER 1, 2023

#### RESIDENTIAL

<u>WATER</u>	<u>CURRENT BASE</u>	<u>NEW BASE</u>	<u>NEW RATE PER THOUSAND</u>
BASE FEE	\$26.00	\$28.00	\$10.00 PER 1000 GALLONS (\$9)
<u>SEWAGE</u>	<u>CURRENT BASE</u>	<u>NEW BASE</u>	<u>NEW RATE PER THOUSAND</u>
BASE FEE	\$25.00	\$28.00	\$10.00 PER 1000 GALLONS (\$8.)

#### COMMERCIAL

<u>WATER</u>	<u>CURRENT BASE</u>	<u>NEW BASE</u>	<u>NEW RATE PER THOUSAND</u>
BASE FEE	\$32.00	\$34.00	\$13.00 PER 1000 GALLONS (\$12.)
<u>SEWAGE</u>	<u>CURRENT BASE</u>	<u>NEW BASE</u>	<u>NEW RATE PER THOUSAND</u>
BASE FEE	\$30.00	\$34.00	\$13.00 PER 1000 GALLONS (\$9.)

#### INDUSTRIAL

<u>WATER</u>	<u>CURRENT BASE</u>	<u>NEW BASE</u>	<u>NEW RATE PER THOUSAND</u>
BASE FEE	\$38.00	\$70.00	\$25.00 PER 1000 GALLONS (\$18.)
<u>SEWAGE</u>	<u>CURRENT BASE</u>	<u>NEW BASE</u>	<u>NEW RATE PER THOUSAND</u>
BASE FEE	\$ 0.00	\$70.00	\$25.00 PER 1000 GALLONS (\$0.)

#### FLAT SEWAGE RATE NON- METERED

BASE FEE \$55.00

8. Advertise Budget Workshop Meetings: November 1, 2023 November 8, 2023 and November 14, 2023 at 10:00 am.

**Ed Shingle made the motion to approve advertising the budget workshop meetings on November 1<sup>st</sup>, November 8<sup>th</sup> and November 14<sup>th</sup> at 10:00 am. Jim Bauer second. Motion Carried 3/0.**

**DISCUSSION (ACTION) ITEMS:**

1. Water Operator

Jamie Schaller – I received a new list of operators and I am sending out emails.

Ed Shingle – Keep on the Agenda for one more month.

2. Washington County Joint Municipal Purchasing Program (Winter Bids)

**Ed Shingle made the motion to accept the County Bids. Jim Bauer second. Motion Carried 3/0.**

**EXECUTIVE SESSION:**

None


**PUBLIC COMMENTS:** Jim Bauer asked if there were any public comments.

None.

**ADJOURNMENT OF MEETING:**

**Randy Polan made the motion to adjourn the meeting at 8:04 pm. Ed Shingle second. Motion Carried 3/0.**

  
Jamie M. Schaller Secretary/Treasurer

  
James R. Bauer Jr. Chairman