

DONEGAL TOWNSHIP

Washington County, PA

Board of Supervisors Regular Meeting

August 28, 2025 at 3:00 PM

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

AGENDA

1. CALL MEETING TO ORDER:

2. PRAYER:

3. PLEDGE OF ALLEGIANCE:

4. ANNOUNCEMENT OF EXECUTIVE SESSIONS:

- A. An Executive Session was held on July 24, 2025 from 4:00 PM to 7:00 PM for Litigation
- B. An Executive Session was held on July 30, 2025 from 5:00 PM to 6:45 PM for Litigation
- C. An Executive Session was held on August 19, 2025 from 12:45 PM to 1:15 PM for Litigation

5. SUPERVISORS PRESENT ROLL CALL:

- A. Jim Bauer
- B. Randy Polan
- C. Edward Shingle

6. MOTION TO ADOPT THE AGENDA GIVING THE CHAIRMAN THE PRIVILEGE TO ADJUST.

7. PUBLIC COMMENT: Comments on Agenda items only

8. APPROVAL OF MINUTES:

- A. Motion to approve the Minutes from the Business Meeting on July 24, 2025
- B. Motion to approve the Minutes from the Agenda Meeting on August 19, 2025

9. FINANCIAL BUSINESS:

- A. Motion to approve the Township General Fund Bills.
- B. Motion to approve the Township Water & Sewer Fund Bills.
- C. Motion to approve the Township Liquid Fuels (State Fund) Bills.

D. Motion to approve the Township Road Escrow Fund Bills.

10. DEPARTMENT REPORTS:

- a. Fire Report - Paper copy given at the Agenda meeting on August 19, 2025
- b. Police Report - Paper copy given at the Agenda meeting on August 19, 2025
- c. Code Enforcement Report - Paper copy given at the Agenda meeting on August 19, 2025
- d. Ambulance Report - N/A

11. RIGHT TO KNOW REPORT:

- A. Number of Right to Know Request Received = 5
- B. 1 RTK from Jeffery Lehman
- C. 4 RTK's from Kaitlin Rundle

12. OLD BUSINESS:

- A. Tunnel Ridge Agreement Master Meter Building
- B. Ordinance #2 of 2025: An Ordinance of the Township of Donegal, Washington County, Pennsylvania, providing for the vacation of Valley Road within the Township

13. NEW BUSINESS:

- A. Pattison Setback Request
- B. 2024 Audit and DCED Report as presented by Brian T. Kelly & Associates
- C. 2024 Real Estate Tax Collector Audit as presented by Donegal Township Elected Auditors
- D. Quote from Harshman for Grant Preparation and Engineering Services for PennDOT Multimodal Grant and Transportation Alternatives Set Aside Program Grant in the amount of \$7,200.00
- E. Advertising for 2025/2026 Winter Maintenance Bid
- F. Transfer of Act 13 Money from the General Fund to the Act 13 Fund in the amount of \$321,130.71
- G. Brandon Laird Subdivision
- H. Britten Laird Subdivision
- I. Hiring of part-Time Police Officer Bryce Graham
- J. Purchase of 22 tons of salt from the Co-Stars 2025-2026 Salt Contract

- K. Ebbert Road Escrow return to Wilkie Construction from 2017 in the amount of \$4,000.00:
 - \$1,000.00 for a Road Cut
 - \$3,000.00 for a Road Bond
- L. Intersection Camera Quotes
- M. Annual Renewal Civic Plus (Emergency & Mass Notification System) Increase from \$2,782.50 to \$3,150.00
- N. Quote from Norman Alan for the disposal of old Monitors and Towers
- O. Approve the closure of the Water and Sewer Escrow Account and move the remaining funds to the Water and Sewer Checking Account

14. WATER AND SEWER AUTHORITY BUSINESS:

- A. Transitional By-Laws
- B. Liability and Fiduciary Insurance Quote for 2025/2026 Policy Year in the amount of \$4,241.00
- C. Purchase of a Computer for the Water and Sewer Office in the amount of \$1,434.97
- D. \$5,000.00 Principal Payment on the Community Bank Water and Sewage Loan for the Month of September in addition to the regular monthly payment
- E. Resolution 1 - 2025: Amending the Articles of Incorporation of the Authority to reflect the Terms of the Board Members
- F. Approval of Advertising for Amendment of Articles of Incorporation
- G. Reimburse the Donegal Township General Fund from the Water and Sewage Fund in the amount of approximately \$12,949.00 for the 2024/2025 Insurance Policy year
- H. Reimburse Donegal Township General Fund from the Water and Sewage Account for Water and Sewage Wages not to exceed \$10,000.00 (Meter Reader)
- I. Advertising fees to be paid out of the Water and Sewage Fund for the advertising of hiring staff for the Water and Sewer Authority

15. EXECUTIVE SESSION:

16. PUBLIC COMMENTS:

17. ADJOURNMENT OF MEETING: