

ELIZABETH TOWNSHIP BOARD OF SUPERVISORS

January 6, 2014

The Supervisors' Meeting was called to order on January 6, 2014, by 2013 Chairman, Brian R. Wiker, at 7:00 p.m., at the Township Building. Also present were 2013 Vice-Chairman, Jeff Burkholder, and 2013 Secretary-Treasurer, Rodney D. May.

The Pledge of Allegiance to the Flag was recited.

REORGANIZATION

Prior to the meeting, Rodney D. May took the Oath of Office to serve a six-year term as Township Supervisor.

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to keep all 2013 offices the same in 2014. Motion carried. Therefore, Brian R. Wiker will continue to serve as Chairman of the Board of Supervisors in 2014, Jeff Burkholder will continue to serve as Vice-Chairman of the Board of Supervisors in 2014 and Rodney D. May will continue to serve as Secretary-Treasurer of the Board of Supervisors in 2014.

Following reorganization, Chairman Wiker conducted the meeting.

PUBLIC PARTICIPATION

There was no public participation prior to conducting meeting business.

APPROVE MINUTES

There was a motion by Jeff Burkholder, seconded by Rodney D. May, to approve the minutes of the December 9, 2013 meeting as presented. Motion carried.

TREASURER'S REPORT

The Board received the Treasurer's Report, List No. 1, dated January 6, 2014, for the month of December 2013, showing receipts of \$109,985.27 in the General Account. There were no receipts in the State Account. There were no receipts in the Park and Recreation Account. Expenses in the General Account were \$110,672.43. There were no expenses in the Park and Recreation Account. There were no expenses in the State Account.

PLGIT Account Balances as of December 31, 2013 are as follows:

| | |
|-----------------------------|--------------|
| General Account: | \$198,301.89 |
| State Account: | \$ 44,195.47 |
| Equipment Fund: | \$ 30,105.91 |
| Park and Recreation Account | \$ 16,762.90 |
| PLGIT Plus: | \$250,023.61 |

Certificates of Deposit

| | |
|------------------------|--------------|
| Ephrata National Bank | \$131,515.78 |
| Jonestown Bank & Trust | \$227,071.35 |
| State Farm | \$141,844.79 |
| Susquehanna Bank | \$210,715.17 |
| Graystone Bank | \$150,000.00 |

PAY BILLS

There was a motion by Jeff Burkholder, seconded by Brian R. Wiker, to pay the bills on List No. 1, dated January 6, 2014, in the amount of \$49,042.34, as well as to retroactively approve payment of all expenses in all accounts in December 2013, amounting to \$110,672.43, a total of \$159,714.77. Motion carried.

ZONING REPORT

The Zoning Officer reported that three zoning permits were issued for the month of December 2013 with a valuation of \$26,995.00.

The 2013 Composite Zoning Report shows a total of 105 zoning permit applications being received with 97 permits having been approved and issued at a total valuation of \$3,945,959.00. The report was broken down in number by various categories of permits.

SEWAGE REPORT

The Sewage Enforcement Officer, Amos F. Miller II, reported for the month of December 2013 that no sewage permits were issued. He performed no probe readings and no percolation tests.

A SEO Activity Report was received from Spencer SEO Services, LLC for sewage enforcement services performed from 11/1/13 through 12/31/13. The report showed one permit, one malfunction and one inspection.

STORM WATER MANAGEMENT REPORT

Bob Lynn submitted a report outlining the following storm water management engineering activities in December, 2013: Conducted miscellaneous telephone consultations regarding storm water management issues and activities; prepared developer invoices for ongoing projects; prepared engineer's monthly report; continued work on the updated Act 167 Ordinance.

There were no inspections.

Plan reviews were conducted for the Jason Garman, James and Melissa Nolt, Vincent Burkholder and Alvin Wenger storm water management projects.

General engineering activities included reviewing Application for Payment #4 for the Fox Road culvert project with the recommendation that the final payment of \$9,816.66 be released.

BURNING ORDINANCE

There were no reported incidents.

PARK BOARD

Minutes of the November 7, 2013 meeting of the Park Board were provided to the Board of Supervisors.

BRICKERVILLE FIRE COMPANY

The Brickerville Fire Company report showed 13 incidents in December 2013. The ambulance report for December 2013 showed 31 ambulance calls. The fire police responded to 11 incidents in December 2013.

ROAD SUPERINTENDENT REPORT

Road Superintendent, Glenn L. Martin, submitted his report outlining work activities in December 2013. Activities included the following: Snow and ice control as needed; work on dirt and gravel roads; shoulder work; equipment maintenance as needed.

The building generator is working manually. It needs to be determined why the auto-mode is not operational.

Tim has been patching walls and painting the meeting room and hallway.

Chairman Wiker thanked the staff and all those who helped clear the roads following the recent snow events.

CORRESPONDENCE

Information was received from FEMA regarding new Flood Rate Maps and a new Flood Insurance Study. An informational meeting is being held on January 7th to discuss the program. Rodney D. May indicated he will attend the meeting.

The Lititz Public Library provided the Township with its January 2014 schedule of activities.

Information was received on a series of MS4 workshops to be held in January and February of 2014.

The PSATS News Bulletin was received containing information on legislation and news of interest to Townships. Of special interest was information on the transportation funding reform which will provide a possible 60 percent increase over current funding for municipalities in liquid fuels funds being phased in over the next five years. It also increased the allocation of funds to the Dirt and Gravel Road Program and to Pave low-volume roads. It also raises the cap on the Prevailing Wage threshold to \$100,000.00 for local government transportation projects. Supervisor Burkholder suggested the Township write a letter in support of House Bill 665 relating to prevailing wage rates on some maintenance projects on Township roads.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

G. Martin – Road
Supt. – 2.5%

A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to reappoint Glenn L. Martin as superintendent of the Elizabeth Township road system in 2014 with a wage increase of 2.5%. Motion carried.

T. Shreiner – Road
Laborer – 2.5%

A motion was made by Brian R. Wiker, seconded by Rodney D. May, to rehire Timothy R. Shreiner as road laborer for 2014 with a wage increase of 2.5%. Motion carried.

R. Snavelly – Asst.
Sec.-Treas. 2.5%

A motion was made by Brian R. Wiker, seconded by Rodney D. May, to rehire Rita A. Snavelly as assistant secretary-treasurer for 2014 with a wage increase of 2.5%. Motion carried.

SEO – Leonard
Spencer

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to appoint Leonard Spencer as sewage enforcement officer for the Township in 2014. Motion carried.

Amos F. Miller II, Alternate SEO A motion was made by Brian R. Wiker, seconded by Rodney D. May , to appoint Amos F. Miller II as the alternate Sewage Enforcement Officer for 2014. Motion carried.

B. Wagner – 2014 Zoning and Nuisance Ord. 2014 A motion was made by Jeff Burkholder, seconded by Rodney D. May, to reappoint Barry R. Wagner as Zoning Officer and Nuisance Ordinance Enforcement Officer for the Township in 2014. Motion carried.

M.H.C. & K. Solicitor A motion was made by Brian R. Wiker, seconded by Rodney D. May, to retain Morgan, Hallgren, Crosswell and Kane as Township Solicitor in 2014. Motion carried.

2014 ZHB Hohenadel A motion was made by Rodney D. May, seconded by Jeff Burkholder, to retain the law firm of Nickolas and Hohenadel to represent the Zoning Hearing Board in 2014. Motion carried.

2014 Hanover St. Water Eng. There was a motion by Rodney D. May, seconded by Jeff Burkholder, to reappoint the engineering firm of Hanover Engineering Associates, Inc. for storm water management matters in 2014. Motion carried.

Res. 1-2014 PLGIT There was a motion by Brian R. Wiker, seconded by Rodney D. May, to approve Resolution 1-2014, designating the Pennsylvania Local Government Investment Trust, Valley Forge, PA and Susquehanna Bank, Lititz, PA as depositories for Township funds during 2014, with Certificate of Deposit investments to be placed in the financial institution offering the highest available interest rates. Motion carried.

Joy Martin – cleaning \$.50 increase A motion was made by Jeff Burkholder, seconded by Rodney D. May, to rehire Joy Martin to clean the Township offices and bathroom facilities at the community park in 2014 at an hourly rate increase of 50 cents. Motion carried.

PSATS delegate R. May A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to appoint Rodney D. May as the Elizabeth Township voting delegate at the PSATS Convention in April 2014.

Mileage rate – \$.56 There was a motion by Jeff Burkholder, seconded by Rodney D. May, to set the 2014 mileage rate for use of personal vehicles to perform township business at 56 cents per mile. Motion carried. This is the mileage rate established by the Internal Revenue Service.

Recommend to Auditors for Supervisors \$16.00 There was a motion by Jeff Burkholder, seconded by Brian R. Wiker, to recommend to the Township auditors that the hourly rate to be paid to Supervisors in 2014 when working for the Township in a capacity other than as elected Supervisor be set at \$16.00 for road work and \$16.00 for office work. Motion carried.

Continue with recycling There was a motion by Rodney D. May, seconded by Brian R. Wiker, to continue the monthly drop-off recycling program using Lebanon Farms Disposal, Inc. Motion carried. Lebanon Farms Disposal, Inc. currently charges \$150.00 per month for its services

Lancaster Co. Co-op \$60.00 There was a motion by Jeff Burkholder, seconded by Rodney D. May, to continue membership with the Lancaster County Purchasing Co-op in 2014 at a cost of approximately \$60.00 for dues. Motion carried.

C.M. High \$710.00 A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to enter into a Preventive Maintenance Agreement with C. M. High, Inc. for traffic signal maintenance in 2014 at a cost of \$710.00 for the two traffic signals in Elizabeth Township. Motion carried.

Fire company fund raising A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to acknowledge and authorize the Brickerville Volunteer Fire Company to hold fund raising activities in 2014. Motion carried.

A motion was made by Jeff Burkholder, seconded by Rodney D. May, to approve Resolution No. 2-2014 authorizing emergency and non-emergency Fire Police Activities during 2014. Motion carried.

PUBLIC PARTICIPATION

There was no public participation.

OTHER BUSINESS

Supervisor May stated that Mr. and Mrs. Dean Dirian complimented the Township on the efficiency of the Fox Road bridge project. Credit for the project was given to the Township road crew, Township engineer as well as the contractor, Musser's Excavating.

The "Blasé" - the Horseshoe Trail Newsletter - also noted that that it wished all bridge replacement projects proceeded this quickly.

It was agreed to postpone a professional audit of the Township's financial records until the beginning of 2015.

The 2014 Auditors reorganization meeting will be held on **Tuesday, January 7, 2014**, at the Township Building, beginning at 7:00 p.m.

The next regular meeting of the Board of Supervisors will be held on Monday, February 10, 2014, at the Township Building, beginning at 7:00 p.m.

ADJOURN

There being no further business, a motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to adjourn the meeting. Motion carried.

Meeting adjourned at 7:32 p.m.

Rodney D. May
Secretary-Treasurer