

ELIZABETH TOWNSHIP BOARD OF SUPERVISORS

April 11, 2016

The Supervisors' Meeting was called to order on April 11, 2016, by Chairman, Brian R. Wiker, at 7:00 p.m., at the Township Building. Also present were Vice-Chairman, Jeff Burkholder, and Secretary-Treasurer, Rodney D. May.

The Pledge of Allegiance to the Flag was recited.

PUBLIC PARTICIPATION

There was no public participation on agenda items.

APPROVE MINUTES

There was a motion by Jeff Burkholder, seconded by Rodney D. May, to approve, as presented, the minutes of the March 21, 2016 Supervisors' meeting. Motion carried.

TREASURER'S REPORT

The Board of Supervisors received the Treasurer's Report, List No. 4, dated April 11, 2016, for the month of March 2016, showing receipts of \$66,567.66 in the General Account. \$164,385.60 was deposited in the State Account. \$195.00 was deposited in the Park and Recreation Account. Expenses in the General Account were \$52,682.08. There were no expenses in the State Account. Expenses in the Park and Recreation Account were \$1,795.00.

PLGIT Account Balances as of March 31, 2016 are as follows:

General Account:	\$189,378.16
State Account:	\$175,467.97
Equipment Fund:	\$ 30,139.13
Park and Recreation Account	\$ 21,566.55
PLGIT Plus:	\$250,449.88

Certificates of Deposit

Ephrata National Bank – C.D.	\$137,361.83
Jonestown Bank & Trust - C.D.	\$236,590.90
Susquehanna Bank - C.D.	\$112,963.17
Susquehanna Bank - C.D.	\$102,108.39
Metro Bank - C.D.	\$169,745.14
State Farm - C.D.	\$144,605.19

PAY BILLS

There was a motion by Jeff Burkholder, seconded by Brian R. Wiker, to pay the bills on List No. 4, dated April 11, 2016, in the amount of \$28,218.05, as well as to retroactively approve payment of all expenses in all accounts in March 2016, amounting to \$54,477.08, a total of \$82,695.15. Motion carried.

ZONING REPORT

The Zoning Officer, Barry R. Wagner, reported for the month of March 2016 that a total of nine Zoning Permits were issued at a total valuation of \$113,904.00.

Mr. Wagner also processed and approved four Stormwater Management Exemption applications.

SEWAGE REPORT

The Sewage Enforcement Officer, Len Spencer, reported for the month of March 2016 that two designs were approved and two sewage permits were issued. Five applications were received. The SEO performed 22 soils analysis tests and two percolation tests. There were three inspections. No new designs are under review.

STORM WATER MANAGEMENT REPORT

Bob Lynn of Hanover Engineering Associates, Inc. submitted a report outlining the following Storm Water Management activities during March 2016: Conducted miscellaneous telephone consultations and meetings regarding storm water management activities and water supply permits; had various discussions with Township zoning officer; continued preparation of Streets and Sidewalk Ordinance, began work on PA DCNR Grant Application for Township Playground facilities; prepared developer invoices for ongoing projects; prepared monthly report.

There were no inspections.

The Jacob Neuenschwander Small Project application was reviewed.

An exemption and small project application for Country AG Service was reviewed.

Small project plan information for the Martin property at 240 West 28th Division Highway was reviewed.

Exemption applications were reviewed and processed for the Givler property on Hershey Road, Miller property on Webster Hill Road and Martin property on Long Lane.

Elizabeth Farms/Coleman plans were reviewed for stormwater requirements.

Permit extension act conditions were reviewed related to Speedwell Heights Brethren in Christ Church Stormwater Management Plan.

BURNING ORDINANCE REPORT

There were no reported incidents.

PARK BOARD

There was no Park Board submission.

BRICKERVILLE FIRE COMPANY

The Brickerville Fire Company responded to six dispatches in March 2016. There was no ambulance report. The fire police responded to six incidents.

WESC

Duane Ober, WESC Administrator, provided the Board with a report outlining his activities during the month of March 2016 for each of the member organizations of WESC.

ROAD SUPERINTENDENT REPORT

Road Superintendent, Glenn L. Martin, submitted his monthly report. Projects in March 2016 included the following: Dirt and gravel road grading; tree trimming; skin patching; intersection sweeping; sign work; equipment maintenance as needed.

The restrooms at the park were opened. Most of the trees and planting beds at the community park were edged by Mike Miller. Rodney, Tim and Glenn cleaned up the sod after the edging in preparation for park clean-up day. Mulch has been ordered and will be delivered the week of park clean-up day. Glenn requested that the Board consider placing a porta-potty at the township community park during the months that the bathrooms are closed from October 31st to April 1st. Glenn commented this would be a convenience to those that use the park during those months and also provide the township staff time to properly close and open the bathrooms, complying with all the testing and monitoring requirements. The Supervisors agreed to consider that option later in the year.

Glenn also requested that the Board consider establishing a policy similar to PennDOT and several other municipalities stating that the Township will not be responsible for mailboxes damaged during snow and ice control operations, regardless of whether the mailbox is hit by the plow or knocked over by snow thrown from the plow. Discussion was tabled for further consideration at a later time.

The Clay Road bid was approximately \$5,000.00 less than estimated. That \$5,000.00 will cover needed repairs. The contractor is scheduled to make the asphalt repair before the friction course is placed. This is a joint project with Clay Township. Elizabeth Township's portion is estimated to be \$50,000.00.

CORRESPONDENCE

The March 2016 PSATS News Bulletin was received, containing information on legislation and news of interest to Townships. Of particular interest to Supervisor May was House Bill 1877 relating to fire company and EMS grants in several areas. He will provide the information to fire company members.

2016 Proposed PSATS Resolutions were received for consideration at the PSATS convention in April.

Correspondence from FEMA informed the Township of changes to the National Flood Insurance Program Map. The properties are at 333 Snavely Mill Road and 550 East Brubaker Valley Road.

The First Quarter 2016 Drug Task Force Report was received from the Office of the District Attorney of Lancaster County.

Lititz Public Library provided the Board of Supervisors with a schedule of the May 2016 programs and activities.

UNFINISHED BUSINESS

There was no unfinished business for discussion.

NEW BUSINESS

FOB to Highway

A 2016 F.O.B. materials bid was submitted by Highway Materials, Inc. The bid included a bid bond in the amount of 10%.

The bid from Highway Materials, Inc. was as follows: 9.5 mm, \$51.45 per ton / \$12,862.50 total delivered; 19 mm, \$47.20 per ton / \$11,800.00 total delivered; 25 mm, \$46.30 per ton /\$11,575.00 total delivered. Total cost delivered is \$36,237.50.

***** A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to accept the 2016 FOB Bid submitted by Highway Materials, Inc. Motion carried.

Road Improvement Project to Highway \$291,226.32

2016 Road Widening and Paving Bids for Reifsnnyder Road, Pumping Station Road and Fox Road were received from Highway Materials, Inc. and Pennsy Supply, Inc. The bids included bid bonds in the amount of 10%. The amount of the bid submitted by Highway Materials, Inc. for the total project was \$291,226.32. The amount of the bid submitted by Pennsy Supply, Inc. for the total project was \$294,446.18.

***** A motion was made by Jeff Burkholder, seconded by Rodney D. May, to award the 2016 Road Improvement Project to Highway Materials, Inc. at the total bid amount of \$291,226.32. Motion carried.

Liquid Fuels Acct. & Gen. Fund for road projects

A motion was made by Brian R. Wiker, seconded by Rodney D. May, to pay the 2016 road improvement projects from the Liquid Fuels Account and any remaining costs from the General Account. Motion carried.

Neuenschwander Stormwater Small Project

The Jacob Neuenschwander Small Project Stormwater application was reviewed. Township engineer, Jennifer Prunoske, attended the meeting to review the project with the Board. Mr. Neuenschwander was also present. Applicant is requesting consideration for processing as a Small Project rather than as a Minor Plan. Applicant's justification for the modification was that a large amount of impervious area was recently removed from the lot. An E and S Plan was prepared and filed. The engineer had no objection to the modification. Ms. Prunoske recommended that the Board grant the request of the Applicant. A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to grant the modification request of Jacob Neuenschwander. Motion carried.

Neuenschwander Agreement

A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to approve the Jacob Neuenschwander Small Project Stormwater Agreement and Declaration of Easement. Motion carried.

SALDO policies

Township engineer, Jennifer Prunoske, reviewed with the Board the policies and procedures that will be utilized for processing SALDO submissions to the Township. The submissions will primarily be processed by and through the Township zoning officer and Hanover Engineering. The township engineer will attend ETPC meetings and Board of Supervisors meetings, as needed, taking and/or reviewing the minutes of ETPC meetings when Plans are reviewed and discussed, as well as following up with appropriate correspondence and recommendations. Inasmuch as SALDO is new to this Township, policies and procedures will be modified as needed to process plans as efficiently as possible.

Fire police 6-4-16

A motion was made by Rodney D. May, seconded by Brian R. Wiker, to authorize the Brickerville Fire Company Special Fire Police to perform traffic control as requested for Manheim Rock-N-Glow 5K Race on Saturday, June 4, 2016, from 7:00 pm to 10:00 pm. Motion carried.

Fire police 6-18-16

A motion was made by Jeff Burkholder, seconded by Rodney D. May, to authorize the Brickerville Fire Company Special Fire Police to perform traffic control as requested for the Quentin Fire Company Convention and Parade on June 18, 2016. Motion carried.

Res.8-2016 for
Snow Assistance

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to adopt Resolution No. 8-2016, adopting the DAP-2 Form authorizing Glenn L. Martin as the designated Agent to sign the DAP - 01 Form for Application and Agreement for Financial Assistance for snow emergency funds. Motion carried.

MS4 Compliance

The Board discussed the options of utilizing either the services of Hanover Engineering, Inc. or Land Studies with regard to MS 4 compliance and the application for grant funding that may be available. Following discussion among the Board and the road superintendent, it was agreed to not participate with the Lancaster County Association of Township Supervisors who are considering using the services of Land Studies for several municipalities. LCATS will be notified of the Township's decision. Hanover Engineering will be able to include the development of Township policies and procedures specific to Elizabeth Township and will then have that information as needed when assisting the Township with compliance.

Zoning
Enforcement
Fedula

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to authorize the Zoning Officer to proceed with whatever enforcement remedies are recommended by the Township solicitor regarding alleged ongoing zoning violations on property owned by Stephen Fedula at 1331 Furnace Hills Pike. Motion carried.

PUBLIC PARTICIPATION

Speed bumps at
community park

Nevin May requested that the Board install speed bumps at the Township community park, preferably at least two speed bumps, one near the Keener Road entrance and one near the Veterans Memorial. Mr. May noted that vehicles speed in from Route 322 and out of Keener Road. The issue was discussed previously. The road superintendent was not opposed to speed bumps if more than one is installed to address safety issues. A motion was made by Jeff Burkholder to install two speed bumps. Supervisor Wiker suggested having the Township engineer look at the situation and determine if and where speed bumps would be appropriate. Rodney D. May seconded the motion of Supervisor Burkholder. The motion carried with no objection. It was agreed a speed bump will be installed near the Keener Road entrance and between the Musser property and first parking lot pull off.

Resident, Barry Lieberman, questioned the reason for the gas line markings on the lower portion of Reifsnyder Road. Glenn Martin explained it has been marked in advance of the road improvement project to widen the road. There was then some discussion among Barry Lieberman, resident Theresa King and the Board as to the need for the widening project. Mr. Lieberman and Mrs. King were of the opinion the wider road would encourage speeding. The road superintendent and the Board expressed the opinion that the end result of the project will be a safer road for travel.

OTHER BUSINESS

Supervisor May expressed appreciation to Township resident Ray Kilgore of Kilgore Landscaping for trimming the trees in the community park and showing the Township staff how to properly trim trees.

The next regular meeting of the Board of Supervisors will be held on Monday, May 9, 2016, 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 Rodney D. May, to adjourn the meeting. Motion carried.

Meeting adjourned at 7:56 p.m.

Rodney D. May
Secretary-Treasurer