

## **ELIZABETH TOWNSHIP BOARD OF SUPERVISORS**

**February 8, 2016**

The Supervisors' Meeting was called to order on February 8, 2016, by Chairman, Brian R. Wiker, at 7:04 p.m., at the Township Building. Also present at the meeting were Vice-Chairman, Jeff Burkholder, and Secretary-Treasurer, Rodney D. May.

The Pledge of Allegiance to the Flag was recited.

### **VISITORS**

Jeff Strauss  
BVFC

Chief of the Brickerville Fire Company, ***Jeff Strauss***, attended the meeting. The 2015 year-end report shows that the fire company responded to less calls than the previous year. Chief Strauss summarized the fire company activity with a dollar loss of under \$10,000.00 in 2015. Some other statistics from the past year were also provided in Chief Strauss's written report. Appreciation was expressed by the Chief to the Township road crew for its assistance in the recent blizzard as well as an earlier ice event.

On-street  
parking  
concerns

Chief Strauss requested that the Board of Supervisors develop regulations that address on-street parking issues. He related a fire incident that occurred on Sharona Drive on January 21<sup>st</sup> around 1:00 a.m. He noted that the numerous vehicles parked on the street, not in driveways, prohibited some of the fire and rescue vehicles from acquiring good access to the structure. There are other streets in the Township with the same on-street parking issues and it is the request of Chief Strauss that the Board of Supervisors make an attempt to create a better and safer situation, perhaps limiting parking to one side of the street only. On-street parking was addressed in the past by the Board and tabled. Following discussion, the Board agreed to again consider an Ordinance to address on-street parking. The Township would need to appoint an individual to act as the enforcement officer for such an Ordinance.

Ambulance  
transition

At the request of Chairman Wiker, Chief Strauss provided some background on the proposed ambulance transition from Brickerville Volunteer Fire Company Ambulance Association to Northwest Emergency Medical Services. This action has become necessary due to lack of volunteers and available staffing for the BFC Ambulance to respond to emergency ambulance dispatches. When the transition is finalized, Northwest Emergency Medical Services will provide Basic Life and Advanced Life services to area residents seven days a week, 24 hours a day. Some details of the contract negotiations still need to be finalized. There were many months of discussion between Brickerville representatives and Northwest EMS as well as other EMS providers in an attempt to provide efficient ambulance service to area residents. Penryn Fire Chief, Shannon Martin, commented that he believes this solution will be very positive for the Brickerville community. Barry Lieberman questioned the cost to residents. Chief Strauss explained the membership plan and billing policy of Northwest. There were some questions and comments following Chief Strauss's explanation. Chairman Wiker applauded the fire company officials for identifying the problem with the ambulance and working diligently to find a solution. Supervisor May stated the fire company donation letter will be mailed in March or April, explaining the ambulance situation. An Ambulance Membership letter will be sent to residents at a later time.

Shannon Martin  
Chief Penryn  
Fire Co.

***Shannon Martin***, Chief of Penryn Fire Company, attended the meeting. The Board of Supervisors was provided with a copy of the fire company's financial statement for 2015 and a report outlining 2015 fire company activity. Chief Martin noted there was a 36% return on their 2015 fund drive. There were 141 incidents with a loss of slightly under \$26,000.00. The annual 2016 Mud Sale is on March 19th. On March 18<sup>th</sup> there will be a tool auction. Help would be appreciated at the sale. The Board of Supervisors thanked Chief Martin for the support and dedication of Penryn Fire Company's volunteers. Gordon Wagner had a question for Chief Martin regarding fill sites in the area.

**PUBLIC PARTICIPATION**

There was no public participation prior to conducting the meeting business.

**APPROVE MINUTES**

There was a motion by Jeff Burkholder, seconded by Rodney D. May, to approve the minutes of the January 4, 2016 meeting as presented. Motion carried.

**TREASURER’S REPORT**

The Board of Supervisors received the Treasurer’s Report, List No. 2, dated February 8, 2016, for the month of January 2016, showing receipts of \$25,426.63 in the General Account. There were no receipts in the State Account. Receipts in the Park and Recreation Account were \$195.00. Expenses in the General Account were \$70,202.74. There were no expenses in the State Account or Park and Recreation Account.

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

General Account:	\$134,699.50
State Account:	\$ 11,041.05
Equipment Fund:	\$ 30,126.29
Park and Recreation Account:	\$ 23,531.57
PLGIT Plus:	\$250,243.70

**Certificates of Deposit**

Ephrata National Bank	\$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 Rodney D. May, to pay the bills on List No. 2, dated February 8, 2016, in the amount of \$18,216.53, as well as to retroactively approve payment of all expenses in all accounts in January 2016, amounting to \$70,202.74, a total of \$88,419.27. Motion carried.

**ZONING REPORT**

Zoning Officer, Barry Wagner, submitted a zoning activity report for the month of January 2016 showing that seven zoning permits were issued at a total valuation of \$158,181.00.

Mr. Wagner also processed and approved one stormwater exemption application.

**SEWAGE REPORT**

The Sewage Enforcement Officer, Leonard Spencer, submitted a report for the month of January 2016. One permit application was received, one design was approved and one sewage permit was issued. No soils analysis tests were completed. No percolation tests were conducted. There were no inspections and no designs are under review.

**STORM WATER MANAGEMENT REPORT**

Bob Lynn submitted a report outlining the following storm water management engineering activities in January, 2016: Conducted miscellaneous telephone consultations regarding storm water management issues and activities; reviewed proposed Subdivision and Land Development Ordinance; prepared proposed fee schedule; participated in ETPC meeting; prepared developer invoices for ongoing projects; prepared engineer's monthly report.

There were no inspections.

Plans were reviewed for Brickerville Electric; for the Wolf Sanctuary and Greg Sweigart exemption applications; for the Bollinger stormwater property history and exemption application.

**PARK BOARD**

No report.

**BURNING ORDINANCE**

There were no reported incidents.

**BRICKERVILLE FIRE COMPANY**

January 2016 Brickerville Fire Company activity included six fire calls, 26 ambulance calls and two fire police incidents.

**ROAD SUPERINTENDENT REPORT**

Road Superintendent, Glenn L. Martin, submitted his report outlining the following work activities that occurred in January 2016: Tree work and tree trimming; road bank protection along Segloch Road; took a sign inventory of township roads but there is still the need to do an inventory of subdivision streets; prepared for a predicted snow event; performed snow and ice control during the actual event and cleaned up after the snow event; opened catch basins and swales in preparation for heavy rain; performed other miscellaneous snow and ice control; performed equipment maintenance as needed.

The newly purchased larger plow was put on T-4 and it was very effective in pushing back snow.

There have been some phone calls regarding damage to mailboxes, as to whether the Township will repair or replace them. Glenn feels it is time to revise a policy that states that the Township is not responsible for any damage to mailboxes while plowing snow. PennDOT and other municipalities have this type of policy.

Glenn would like to have road bids ready to be awarded at the April meeting and possibly do more paving than was discussed earlier.

Glenn expressed appreciation to his road crew for work performance during the snow storm, to cooperative residents who kept vehicles and snow off the roads and to residents who offered cookies and snacks during the long hours of snow and ice control.

It was suggested that the Board consider raising the hourly rate for part-time snow plowing workers. The rate had been set at \$17.00. The matter will be discussed at a later time.

**CORRESPONDENCE**

The Lancaster Farmland Trust provided the Board with its 2015 Highlights.

The December 2015 PSATS News Bulletin was received, containing information on legislation and news of interest to Townships. House Bill 1683 is considering authorizing municipalities to offer municipal tax credits for volunteer first responders.

A January 2016 Progress/Status Report on IMPACT 2017 was provided to the Board. It was noted that the Speedwell Forge Lake is currently filling up and plans to open to the public in the Spring.

The Lititz Public Library provided the Township with its February 2016 Program and Schedule of Events.

Northwest Emergency Medical Services provided reports for December 2015 and January 2016 activity in Elizabeth Township. There were three calls in December 2015, a total of 24 calls in the municipality during the year 2015. There was one call in January 2016.

**UNFINISHED BUSINESS**

Eli Ebersol –  
WESC rep.

A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to appoint Township resident, Eli Ebersol, to serve as a citizen representative on the Board of WESC. Motion carried.

Eli Ebersol –  
Warwick Area  
Appeals Bd.

A motion was made by Rodney D. May, seconded by Brian R. Wiker, to appoint Eli Ebersol to serve as the primary representative of Elizabeth Township on the Warwick Area Appeals Board for the Uniform Construction Code. Motion carried.

**NEW BUSINESS**

Brickerville  
Electric Land  
Dev., St. Wtr.  
Mgmt.

The Board reviewed the Brickerville Electric Minor Land Development Plan and Stormwater Management Plan. The Plan was reviewed by ETPC. The project consists of removal of and/or replacement of existing buildings. The Stormwater Management Plan was reviewed by the Township engineer. A comment letter was received from the engineer, recommending conditional approval. Based on Plan review and comments from ETPC, a motion was made by Jeff Burkholder, seconded by Rodney D. May, to recommend approval of the Minor Subdivision Plan and also to approve the Stormwater Management Plan, contingent upon Applicant complying with all comments noted by the Township engineer. Motion carried.

Brickerville  
Electric Memo  
of  
Understanding

A motion was made by Jeff Burkholder, seconded by Rodney D. May, to enter into a Memorandum of Understanding with Kenneth and Marlene Horst of Brickerville Electric, Inc. for stormwater management improvements. Motion carried.

Martin Paving  
Final  
Subdivision,  
App. 24

The Board reviewed the Martin Paving, Inc. Final Subdivision Plan and Sewage Facilities Planning Module. ETPC reviewed the Final Subdivision Plan on January 6<sup>th</sup>. ETPC reviewed the Sewage Facilities Planning Module at its meeting on February 3, 2016, with a recommendation that the Board approve the module.

Res.4-2016  
Sewage  
Module

Based on Plan review and recommendations of ETPC, a motion was made by Jeff Burkholder, seconded by Rodney D. May, to sign Appendix 24 for Plan review by LCPC, to recommend LCPC Plan approval, and to approve the Martin Paving, Inc. Sewage Facilities Planning Module, Resolution 4-2016. Motion carried.

3-21-16 March  
mtg. change

A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to reschedule the March meeting from March 14, 2016 to March 21, 2016, if the date change will not cause a conflict with scheduling and time limitations for public hearings on proposed Ordinance 2016-1 and proposed Ordinance 2016-2. Motion carried.

3-21-16  
Ord. 2016-1  
Floodplain  
A motion was made by Brian R. Wiker, seconded by Rodney D. May, to authorize the advertisement and posting of a public hearing to be held on March 21, 2016 to consider proposed Ordinance No. 2016-1, Revisions to the Floodplain Zone of the Zoning Ordinance. Motion carried.

3-21-16  
Ord. 2016-2  
SALDO  
A motion was made by Brian R. Wiker, seconded by Rodney D. May, to authorize the advertisement and posting of a public hearing to be held on March 21, 2016 to consider proposed Ordinance No. 2016-2, adopting the Elizabeth Township Subdivision and Land Development Ordinance. Motion carried.

Ambulance  
Transition  
A motion was made by Brian R. Wiker, seconded by Rodney D. May, to endorse Brickerville Fire Company entering into contract negotiations with Northwest Emergency Medical Services to provide ambulance service in Elizabeth Township, Clay Township and surrounding areas, replacing Brickerville Fire Company Volunteer Ambulance Association. Motion carried.

Radio for ESC  
\$2,949.60  
A motion was made by Rodney D. May, seconded by Jeff Burkholder, to authorize the purchase of a Motorola Radio for use by Dennis Strauss, the Township's Emergency Service Coordinator, at a cost of \$2,949.60 plus \$150.00 for programming. Motion carried.

Road Insp.  
A motion was made by Brian R. Wiker, seconded by Rodney D. May, to schedule road inspection on March 5, 2016, at 7:30 a.m.

Penryn Fire Co.  
Mud Sale - fire  
police 3-18/19  
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 for the Penryn Fire Company Mud Sale on Friday, March 18, 2016 and Saturday, March 19, 2016 for the time periods requested. Motion carried.

PA DCNR  
Grant  
PA Department of Conservation and Natural Resources informed the Township of the open application period for DCNR Recreation and Conservation Grants. Applications for park and conservation projects will be accepted from January 15, 2016 through April 16, 2016. Costs of \$4,000.00 for design work and \$28,000.00 in excavation costs have been estimated by the Township engineer. The road crew may be able to do some of the excavation work. A motion was made by Brian R. Wiker, seconded by Rodney D. May, to apply for a 50-50 matching grant from PA Department of Conservation and Natural Resources for a park improvement project at the Township tot lot. Motion carried. Supervisor May noted that it may be necessary to enlist the services of a grant writing professional for some direction and guidance in preparing the grant application. Stormwater and MS4 improvements will be incorporated into the project. In response to a question from Barry Lieberman, funds would become available in 2017.

Park Yard Sale  
4-9-16  
The Park Board is planning to hold a Yard Sale at the Township Community Park on April 9, 2016. The time would be from 7:00 a.m. until noon, rain or shine.

Park Schedule  
Maria Tivoli provided the Board with a 2016 schedule of Little League and Soccer schedules. Both groups will be using fields between March through June and August through November.

### **PUBLIC PARTICIPATION**

There was no additional public participation.

**OTHER BUSINESS**

Mike Miller of Critter Catcher, Inc. informed Supervisor May that his 2016 mowing, fertilizer and weed control costs for the Township Community Park will remain the same as they were in 2015. If he has a cost savings due to reduced oil prices, he will pass that reduction on to the Township.

It was noticed at recycling that some bottles are not rinsed and cans are not crushed. There was some question about shiny magazines.

The next meeting of the Board of Supervisors will be held on Monday, March 21, 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 8:21 p.m.

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Rodney D. May  
Secretary-Treasurer