

ELIZABETH TOWNSHIP BOARD OF SUPERVISORS

January 4, 2016

The Supervisors' Meeting was called to order on January 4, 2016, by 2015 Chairman, Brian R. Wiker, at 7:00 p.m., at the Township Building. Also present were 2015 Vice-Chairman, Jeff Burkholder, and 2015 Secretary-Treasurer, Rodney D. May.

The Pledge of Allegiance to the Flag was recited.

REORGANIZATION

Prior to the meeting, Brian R. Wiker took an Oath of Office to serve another six years as Township Supervisor.

A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to keep all 2015 officers the same in 2016. Motion carried. Therefore, Brian R. Wiker will continue to serve as Chairman of the Board of Supervisors in 2016; Jeff Burkholder will continue to serve as Vice-Chairman of the Board of Supervisors in 2016; Rodney D. May will continue to serve as Secretary-Treasurer of the Board of Supervisors in 2016.

Following Reorganization, Chairman Wiker conducted the meeting.

PUBLIC PARTICIPATION

There was no public participation prior to the business meeting.

APPROVE MINUTES

There was a motion by Jeff Burkholder, seconded by Rodney D. May, to approve the minutes of the December 14, 2015 meeting as presented. Motion carried.

TREASURER'S REPORT

The Board received the Treasurer's Report, List No. 1, dated January 4, 2016, for the month of December 2015 showing receipts of \$44,095.00 in the General Account. There were no receipts in the State or Park and Recreation Accounts. Expenses in the General Account were \$55,743.47. Expenses in the Park and Recreation Account were \$170.00. There were no expenses in the State Account.

PLGIT Account Balances as of December 31, 2015 are as follows:

General Account:	\$168,794.78
State Account:	\$ 11,039.10
Equipment Fund:	\$ 30,120.97
Park and Recreation Account	\$ 23,332.42
PLGIT Plus:	\$250,243.70

Certificates of Deposit

Ephrata National Bank	\$135,536.49
Jonestown Bank & Trust - C.D.	\$232,459.59
Susquehanna Bank - C.D.	\$112,343.72
Susquehanna Bank - C.D.	\$101,001.96
Metro Bank - C.D.	\$169,745.14
State Farm - C.D.	\$143,740.16

PAY BILLS

There was a motion by Jeff Burkholder, seconded by Brian R. Wiker, to pay the bills on List No. 1, dated January 4, 2016, in the amount of \$44,336.58, as well as to retroactively approve payment of all expenses in all accounts in December 2015, amounting to \$55,913.47, a total of \$100,250.05. Motion carried.

ZONING REPORT

The Zoning Officer reported that three zoning permits were issued for the month of December 2015 with a valuation of \$363,000.00.

The 2015 Composite Zoning Report shows a total of 73 zoning permit applications being received with 63 permits having been approved and issued at a total valuation of \$3,048,945.00. The report was broken down in number by various categories of permits. The report also showed historical permitting activity dating back to 2008.

Mr. Wagner processed one stormwater exemption application in December 2015.

SEWAGE REPORT

Sewage Enforcement Officer, Len Spencer, submitted his report for December 2015. Two permits were issued. One application was received. Two soils analysis tests were done and one percolation test was done. Two designs were approved. There are no designs under review. There were no installation inspections. Two periodic inspections were done.

STORM WATER MANAGEMENT REPORT

Bob Lynn submitted a report outlining the following storm water management engineering activities in December, 2015: Conducted miscellaneous telephone consultations regarding storm water management issues and activities, including exemption applications; discussed various ordinance enforcement and interpretation issues with the Zoning Officer and Township staff; reviewed final edits to proposed SALDO; discussed playground rehab and MS4 and stormwater controls for Township property with Supervisor May; prepared developer invoices for ongoing projects; prepared engineer's monthly report; participated at ETPC meeting.

There was an inspection with Red Barn Consultants at the Nathan Myer Poultry Operation site and an inspection at the Amos Stoltzfus property.

The Jacob Neuenschwander and Hurst Trenching Plans were reviewed. Small Project Agreements for the Samuel and Sadie King property were reviewed and discussed with applicant and Township Zoning Officer.

BURNING ORDINANCE

No incidents reported.

PARK BOARD

Minutes from the November 5, 2015 meeting were provided to the Board.

BRICKERVILLE FIRE COMPANY

The Brickerville Fire Company report showed eight incidents in December 2015. The ambulance responded to 23 dispatches in December 2015 and the fire police responded to six incidents in December 2015.

WESC

No report.

ROAD SUPERINTENDENT REPORT

Road Superintendent, Glenn L. Martin, submitted his report outlining work activities in December 2015. Activities included the following: Rubber crack sealing; trimmed trees along Segloch Road and Laurel Drive; did road and intersection sweeping as well as some dirt and gravel road work; performed equipment maintenance as needed and got T-2 and T-3 ready for snow and ice control.

CORRESPONDENCE

The Lititz Public Library provided the Township with its January 2016 schedule of activities.

The Lancaster County Board of Assessment Appeals notified all taxing bodies that there will be a one-year delay in the reassessment timeline due to implementation of software customization work that will properly analyze data.

UNFINISHED BUSINESS

There was no unfinished business discussed.

NEW BUSINESS

G. Martin
Road supt.
2%

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to reappoint Glenn L. Martin as superintendent of the Elizabeth Township road system in 2016 with a wage increase of 2%. Motion carried.

T. Shreiner
Road 2%

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to rehire Timothy R. Shreiner as road laborer for 2016 with a wage increase of 2%. Motion carried.

R. Snively 2%
Asst. sec-treas.

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to rehire Rita A. Snively as assistant secretary-treasurer for 2016 with a wage increase of 2%. Motion carried.

L. Spencer
SEO

A motion was made by Rodney D. May, seconded by Brian R. Wiker, to appoint Leonard Spencer as sewage enforcement officer for the Township in 2016. Motion carried.

Res. 1-2016
SEO Fee Schedule

A motion was made by Jeff Burkholder, seconded by Rodney D. May, to approve and adopt Resolution 1-2016, the 2016 SEO Fee Schedule

J. Rothacker - Alt.
SEO

A motion was made by Brian R. Wiker, seconded by Rodney D. May, to appoint Jesse M. Rothacker as the alternate Sewage Enforcement Officer for 2016. Motion carried.

B. Wagner - 2016
Zoning, Nuisance
& St.Wtr.
\$66./hr.

A motion was made by Brian R. Wiker, seconded by Rodney D. May, to reappoint Barry R. Wagner as Zoning Officer, Nuisance Ordinance Enforcement Officer and to process Stormwater Management applications for the Township in 2016, at an hourly rate of \$66.00. Motion carried.

R. W. Clauser
\$26.00 per hour

A motion was made by Jeff Burkholder, seconded by Rodney D. May, to continue to use the services of Warwick Township employee, R. William R. Clauser, to assist Elizabeth Township staff with various projects as needed at an hourly rate of \$26.00 in 2016. Motion carried.

Warwick Appeals
Board-table
primary

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

K. Herzer-alt.
Warwick Appeals
Board

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to reappoint Kurt Herzer as alternate representative of Elizabeth Township on the Warwick Area Appeals Board for the Uniform Construction Code. Motion carried.

MHCK

A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to retain Morgan, Hallgren, Crosswell and Kane as Township Solicitor in 2016. Motion carried.

Nikolaus &
Hohenadel

A motion was made by Rodney D. May, seconded by Brian R. Wiker, to retain the law firm of Nikolaus and Hohenadel to represent the Zoning Hearing Board in 2016. Motion carried.

Hanover
Engineering

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 2016. Motion carried. Rates will increase 2% from 2015 for engineering services.

Res. 1-2016
PLGIT

There was a motion by Rodney D. May, seconded by Jeff Burkholder, to approve Resolution 2-2016, designating the Pennsylvania Local Government Investment Trust, Valley Forge, PA and BB&T, Lititz, PA as depositories for Township funds during 2016, with Certificate of Deposit investments to be placed in the financial institution offering the highest available interest rates. Motion carried. The motion was contingent upon switching from BB&T as the local bank during the course of the year if better rates and services can be obtained at a different local banking institution.

J. Martin
Clean

A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to rehire Joy Martin to clean the Township offices and bathroom facilities at the community park in 2016 at the same hourly rate paid in 2015. Motion carried.

PSATS
R. May
54 cents

A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to appoint Rodney D. May as the Elizabeth Township voting delegate at the PSATS Convention in April 2016.

There was a motion by Brian R. Wiker, seconded by Rodney D. May, to set the 2016 mileage rate for use of personal vehicles to perform township business at 54 cents per mile. Motion carried. This is the 2016 IRS mileage rate.

Recommend to
Auditors for
Supervisors \$16.00

There was a motion by Brian R. Wiker, seconded by Rodney D. May, to recommend to the Township auditors that the hourly rate to be paid to Supervisors in 2016 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. Volunteers are needed for several months in 2016, especially during the summer months. It was noted that some items that are dropped off are not acceptable and should be turned away. Barry Lieberman requested that a new board be painted with an updated list of what is accepted for recycling.

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 2016 at a cost of approximately \$60.00 for dues. Motion carried.

C.M. High
\$745.00

A motion was made by Brian R. Wiker, seconded by Rodney D. May, to enter into a Preventive Maintenance Agreement with C. M. High, Inc. for traffic signal maintenance in 2016 at a cost of \$745.00 for the two traffic signals in Elizabeth Township, an increase of \$35.00 from 2015. Motion carried.

Brickerville Fire
Co. Fund Raising
2016

A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to acknowledge and authorize the Brickerville Volunteer Fire Company to hold fund raising activities in 2016. Motion carried.

Brickerville Fire
Co. Fire Police
Authorization for
2016 / Res.3-16

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to approve Resolution No. 3-2016 authorizing emergency and non-emergency Fire Police Activities during 2016. Motion carried.

Fire Company
Standards of
Response

A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to acknowledge and accept the Standards of Response established by Brickerville Fire Company Station 21. Motion carried.

Table Discussion
and decision on
DCNR Grant
Application

The Board discussed applying for a PA DCNR 50-50 Matching Grant for a park improvement project at the Township Tot Lot, incorporating MS4 requirements to be made to the property with the grant application. Supervisor May met with PA DCNR representative, Lori Yeichs, who encouraged proceeding with the application process. Bob Lynn from Hanover Engineering provided a cost estimate of approximately \$4,000.00 for design work and \$28,000.00 to \$32,000.00 for MS4 improvements plus costs for playground equipment. With more information to be gathered, a motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to table further discussion and a decision. Motion carried.

Forward SALDO
and Zoning Ord.
Revisions to
LCPC by 1/22/16

A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to forward a Proposed Subdivision and Land Development Ordinance and a Proposed Ordinance to Revise the Floodplain Zone of the Zoning Ordinance to LCPC no later than January 22, 2016. Motion carried.

Heating/cooling
Vertex
\$16,151.00

A motion was made by Rodney D. May, seconded by Brian R. Wiker, to enter into a contract with Vertex Mechanical, Inc. for the installation of a heating and cooling system at the Township Building at a cost of \$16,151.00 for a three-ton unit. Motion carried.

PUBLIC PARTICIPATION

Eileen Lieberman had a question regarding the Floodplain Zone and also whether the Township would be eligible for Brossman grant funds. The Floodplain zoning issues will be discussed at the ETPC meeting on January 6th. The Board did not believe it was eligible for Brossman grant funds.

OTHER BUSINESS

Jay R. Ober

Rodney D. May gave a tribute to recently deceased former Township Supervisor, Jay R. Ober. Mr. Ober served as a Supervisor from 1975 to 1993 in all positions on the Board. He also was employed by the Township as roadmaster and as a road laborer. He was on the Board at the time the real estate tax was discontinued in Elizabeth Township. Mr. Ober served in the US Navy during World War 2 and was proud to have met President Harry Truman. He was active in his church, community and the Brickerville Fire Company. Jeff Burkholder commented that, as a young man, he knew Mr. Ober and his wife, Dorothy. Mr. Ober encouraged Supervisor Burkholder to become involved with the Township as a member of the Board of Supervisors.

The 2016 Auditors reorganization meeting will be held on *Tuesday, January 5, 2016*, 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 8, 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 Jeff Burkholder, to adjourn the meeting. Motion carried.

Meeting adjourned at 7:33 p.m.

Rodney D. May