

**ELIZABETH TOWNSHIP BOARD OF SUPERVISORS**

**March 21, 2016**

The Supervisors' Meeting was called to order on March 21, 2016 by Vice-Chairman, Jeff Burkholder, at 7:00 p.m., at the Township Building. Also present was Secretary-Treasurer, Rodney D. May. Chairman, Brian R. Wiker was delayed due to attending a WESC meeting and arrived while the Township meeting was in progress.

The Pledge of Allegiance to the Flag was recited.

**PUBLIC PARTICIPATION**

There was no public participation prior to conducting meeting business.

**APPROVE MINUTES**

There was a motion by Rodney D. May, seconded by Jeff Burkholder, to approve the minutes of the February 8, 2016 meeting as presented. Motion carried.

**TREASURER'S REPORT**

The Board of Supervisors received the Treasurer's Report, List No. 3, dated March 21, 2016, for the month of February 2016, showing receipts of \$94,886.47 in the General Account. There were no receipts in the Park and Recreation Account. There were no receipts or expenses in the State Account. Expenses in the General Account were \$66,039.74. Expenses in the Park and Recreation Account were \$180.00.

PLGIT Account Balances as of February 28, 2016 are as follows:

General Account:	\$165,806.09
State Account:	\$ 11,043.30
Equipment Fund:	\$ 30,132.42
Park and Recreation Account	\$ 23,356.35
PLGIT Plus:	\$250,243.70

**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 Rodney D. May, to pay the bills on List No. 3, dated March 21, 2016, in the amount of \$6,951.00, as well as to retroactively approve payment of all expenses in all accounts in February 2016, amounting to \$66,219.74, a total of \$73,170.74. Motion carried.

**ZONING REPORT**

Zoning Officer, Barry Wagner, reported for the month of February 2016 that no zoning permits were issued. There were no storm water application approvals.

## SEWAGE REPORT

Sewage Enforcement Officer, Len Spencer, reported for the month of February 2016 that no sewage permits were issued. The SEO performed six soils analysis tests and no percolation tests during the month of February 2016. One application was received. No designs are under review. One installation inspection was done.

## STORM WATER MANAGEMENT REPORT

Bob Lynn submitted a report outlining the following storm water management engineering activities in February, 2016: Conducted miscellaneous telephone consultations regarding storm water management issues and activities, water supply permits and construction related issues; discussed Township playground grant and plans with Township staff; completed review of proposed SALDO for inconsistencies with other Township ordinances and prepared fee schedule; began preparation of Streets and Sidewalk Ordinance; prepared stormwater management article for newsletter; prepared developer invoices for ongoing projects; prepared engineer's monthly report.

There were no inspections.

There was a review of the exemption application for the Martin property on East 28<sup>th</sup> Division Highway and an exemption application for the Bollinger property on Bomberger Road. The Elizabeth Farms/Coleman Plan was reviewed for stormwater requirements.

## BURNING ORDINANCE

No incidents reported.

## PARK BOARD

The Park Board provided Minutes from its January 7, 2016 meeting.

## BRICKERVILLE FIRE COMPANY

The Brickerville Volunteer Fire Company responded to seven dispatches in February 2016. The fire police responded to nine incidents. There was no ambulance report.

## WESC

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

## ROAD SUPERINTENDENT REPORT

Road Superintendent, Glenn L. Martin, submitted a report outlining activities occurring in February 2016, as follows: Snow and ice control as needed; tree and debris clean up after heavy rain and wind events; road and intersection sweeping; repaired an area around a culvert on Pumping Station Road; filled in road edge washouts along Township roads; sign work; equipment maintenance and purchases as needed.

Glenn stated that UGI contacted him regarding the pipeline on Reifsnyder Road, indicating that the Township could possibly begin widening the road and dealing with the pipeline as early as April.

The Township was awarded a low-volume road grant for a project on Lake View Drive, replacing a pipe. Hanover Engineering will be requested to draw the plan.

A resident called to complain that the cemetery along Bomberger Road in front of 9 Bomberger Road is not being maintained. The resident has been trimming it.

## CORRESPONDENCE

The Township received a report from the Lancaster County Drug Task Force outlining task force activities during the Fourth Quarter of 2015, along with the 2015 year-end report. Supervisor May commented that even though Elizabeth Township is not noted in the report for drug activity, that doesn't mean drug activity isn't occurring in this Township.

Northwest Emergency Medical Services provided the Board with a summary of Advanced and Basic Life Support activity in Elizabeth Township, showing no calls in February 2016, a total of one call year-to-date.

A schedule of Regional Municipal Meetings for discussion of updates to Lancaster County Comprehensive Plan was received by the Township. Meetings will be held in April 2016 at four various locations in Lancaster County.

Lancaster Farmland Trust informed the Township that it has been approved as a Technical Service Provider by the National Fish and Wildlife Foundation and provided a detailed list of services offered to municipalities by the Trust.

The Township received the Pennsylvania rapid bridge replacement schedule for the Lititz and Ephrata area showing that the bridge on Route 322 between East Brubaker Valley Road and North Clay Road in Elizabeth Township and Clay Township is scheduled for work between June 2016 and October 2016 and the bridge on Speedwell Forge Road between Mountain Road and Long Lane is scheduled for work between August 2016 and October 2016.

The Lancaster County Emergency Management Quarterly Newsletter was received.

Lititz Public Library provided the Board of Supervisors with schedules of March and April 2016 programs and activities, as well as a Fact Sheet and 2015 Annual Report.

The February 2016 PSATS News Bulletin was received, containing information on legislation and news of interest to Townships. Supervisor May stated that the PA State Police may at some point begin charging municipalities that use its services if those municipalities do not have their own police services. PA State Police budgets are slowly being depleted. There were some suggestions noted in the PSATS article to increase funding sources.

A Summary Financial Statement from the Lititz Community Center for the Period Ending December, 2015 was provided to the Board of Supervisors.

## UNFINISHED BUSINESS

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to retroactively approve the signing of the Martin Paving, Inc. Memorandum of Understanding. Motion carried. The document was signed at the Board's meeting on February 8, 2016.

## NEW BUSINESS

Kevin Varner from Diehm and Sons Surveyors attended the meeting with owner and applicant, Earl Zimmerman, to review the Country Ag Services site plan with the Board. Applicants, Earl and Brenda Zimmerman, purchased 143 East 28<sup>th</sup> Division Highway and plan to operate their business on the property. The business consists of repairing and rebuilding metal silos and associated equipment. A Land Development Plan, Sewage Module and PennDOT permit were obtained by the previous owner, Loman Control Systems. Mr. Varner provided some background on previous site and owner activity and explained the extent of the current Applicant's construction project and planned site improvements. A small project storm water management application is being processed with the Township due to the minor amount of

Martin  
Paving –  
Memo of  
Understand-  
ing

Country Ag  
Services  
Waiver of  
Land  
Development

impervious area being added on the site. Based on the minor nature of the plan, along with all the prior approvals obtained, Applicant is requesting a waiver of the requirement for submission and approval of an LCPC land development plan. The County requested that a Small Project Storm Water Management Agreement be recorded as a condition of granting the waiver request. Following questions and comments, a motion was made by Jeff Burkholder, seconded by Rodney D. May, to recommend that the waiver request be granted, contingent upon Applicant recording a Small Project Stormwater Management Agreement as requested by the County. Motion carried.

Brickerville  
Electric –  
“No  
Planning”

A motion was made by Jeff Burkholder, seconded by Rodney D. May, to authorize the signing of a “No Planning Request”, letter acknowledging that no sewage planning is required for the Brickerville Electric project. Motion carried.

Bollinger St.  
Water  
Agreement

A motion was made by Jeff Burkholder, seconded by Rodney D. May, to approve the Timothy L. and Donna M. Bollinger Small Project Stormwater Management Agreement and Declaration of Easement for recording. Motion carried.

Fire Police  
3-26 Egg  
Hunt

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to authorize the Brickerville Fire Company Special Fire Police to perform traffic control for the Baron Stiegel Lions Club Easter Egg Hunt on Saturday, March 26, 2016, beginning at 1:00 p.m. Motion carried. The event will take place at the Brickerville United Lutheran Church picnic grove.

Traffic  
Police -  
trout  
stocking

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 PA Fish and Boat Commission on various dates and times as requested for trout stocking on March 15, 2016, April 14, 2016 and a meeting on May 6, 2016. Motion carried. Approval for March 15, 2016 is retroactive.

Traffic  
Police 4/16  
5K Run

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 on April 16, 2016 from 8:15 a.m. to 9:45 a.m. for the “Chase Your Tail 5K Run and 1K Woof Walk” at the Township Community Park and on Keener Road. Motion carried.

Mike Landis  
to Park  
Board

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to appoint Mike Landis of 110 Keener Road to complete the five-year term of Reed Means as a member of the Elizabeth Township Park Board, effective immediately. Motion carried. The five year term will expire on December 31, 2019. Appreciation was expressed to Mr. Means by the Board for his service to the Township.

Pickle Ball  
Painting  
\$250.00

A motion was made by Jeff Burkholder, seconded by Rodney D. May, to authorize the painting of the basketball court at the Township tot lot for pickle ball at a cost of approximately \$250.00. Motion carried.

Recycling  
Volunteers

Recycling volunteers continue to be needed for May, July, August and September. Any and all help will be appreciated. Anyone interested in volunteering may call the Township office.

Ord. 2016-1  
Floodplain  
(zoning ord)

A public hearing on proposed Ordinance 2016-1, Revisions to the Floodplain Zone of the Elizabeth Township Zoning Ordinance, was held. The proposed Ordinance was duly advertised and posted. Revisions to the Floodplain Zone are required to meet the requirements of FEMA and PA DCED. A motion was made by Rodney D. May, seconded by Brian R. Wiker, to adopt Ordinance 2016-1, amending the Floodplain Zone of the Elizabeth Township Zoning Ordinance. Motion carried.

Ord. 2016-2  
SALDO

A public hearing was held on proposed Ordinance 2016-2, establishing an Elizabeth Township Subdivision and Land Development Ordinance (SALDO). The Ordinance was duly advertised and posted. The Township will now be the regulating agency for subdivision and land development plans in Elizabeth Township. LCPC will review plans and be the recommending agency. Following questions and comments, a motion was made by Brian R. Wiker, seconded by Rodney D. May, to adopt Ordinance 2016-2, the Elizabeth Township Subdivision and Land Development Ordinance. Motion carried.

Res. 5-2016 Fee Resolution for Stormwater and SALDO A motion was made by Jeff Burkholder, seconded by Rodney D. May, to approve and adopt Resolution 5-2016, Establishing Fees for the Submission and Review of Subdivision and Land Development Plans, Plans Proposing the Construction of a Public Street, Storm Water Management Plans and fees for the Inspection of Improvements Required to be Constructed as Part of Such Plans. Motion carried. There was some discussion on the \$2,500.00 fee established as the fee in lieu dedication of park land, an increase from \$1,800.00 previously established.

Open Road Bids 4-11-16 A motion was made by Jeff Burkholder, seconded by Rodney D. May, to schedule the opening of bids for 2016 Road Improvement Projects on April 11, 2016. Motion carried.

Res. 6-2016 escalator/de-escalator for road bids A motion was made by Rodney D. May, seconded by Brian R. Wiker, to approve Resolution 6-2016 to authorize the inclusion of an escalator/de-escalator clause for 2016 Road Improvement Project Bids. Motion carried.

Res. 7-2016 for Park Grant A motion was made by Rodney D. May, seconded by Jeff Burkholder, to approve and adopt Resolution No. 7-2016 stating the Township’s desire to receive a grant from PA DCNR for the purpose rehabilitating the Township’s Tot Lot. Motion carried.

Authorize Road Ordinance Advertisement A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to authorize the Township Solicitor to advertise a public hearing to be held on proposed Ordinance 2016-3, amending and updating the Township’s Road Ordinance at such time as a draft is completed. Motion carried.

PUBLIC PARTICIPATION

There were no additional comments from the public.

OTHER BUSINESS

Tree removal Supervisor May suggested and requested that prices be obtained for some tree removal on West Brubaker Valley Road at Lake View Drive, Sleepy Hollow Road north of East Brubaker Valley Road and Yummerdall Road. It was noted that some of the old and large trees could pose a serious threat to travelers if the trees snap and fall on a vehicle. Glenn will compile a list of roads where trees should be removed or trimmed and obtain pricing.

Park clean-up day There was some discussion regarding park clean-up day scheduled on April 23rd. The issue of “Hold Harmless” forms for participants to sign was discussed as well as how the day will be structured.

The next meeting of the Board of Supervisors will be held on Monday, April 11, 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.

Meeting adjourned at 7:49 p.m.

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Rodney D. May, Secretary-Treasurer