

ELIZABETH TOWNSHIP BOARD OF SUPERVISORS

November 14, 2016

The Supervisors' Meeting was called to order on November 14, 2016, at 7:00 p.m., by Chairman, Brian R. Wiker. 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 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 October 17, 2016 meeting as presented. Motion carried.

TREASURER'S REPORT

The Board of Supervisors received the Treasurer's Report, List No. 11, dated November 14, 2016, for the month of October 2016, showing receipts of \$46,354.67 in the General Account. There were no receipts in the State Account or Park and Recreation Account. Expenses in the General Account were \$88,975.75. Expenses in the State Account were \$8,851.06, representing PEMA funds moved to the General Account. Expenses in the Park and Recreation Account were \$3,266.00.

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

General Account:	\$597,078.91
State Account:	\$ 1,238.66
Equipment Fund:	\$ 30,190.76
Park and Recreation Account	\$ 22,047.73
PLGIT Plus:	\$250,952.80

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

PAY BILLS

There was a motion by Jeff Burkholder, seconded by Rodney D. May, to pay the bills on List No. 11, dated November 14, 2016, in the amount of \$97,135.50, as well as to retroactively approve payment of all expenses from all accounts in October 2016, amounting to \$101,192.81, a total of \$198,328.31. Motion carried.

ZONING REPORT

Barry R. Wagner, Zoning Officer, reported for the month of October 2016 that six zoning permits were issued at a valuation of \$1,779,520.00.

Mr. Wagner indicated he processed and approved two stormwater exemption applications.

SEWAGE REPORT

The Sewage Enforcement Officer, Len Spencer, reported for the month of October 2016 that three sewage permits were issued. Two applications were received. Three designs were approved. There are no designs under review. The S.E.O. performed no soils analysis tests and no percolation tests. There were four inspections.

STORM WATER MANAGEMENT REPORT

Bob Lynn of Hanover Engineering Associates, Inc. submitted a report showing the following activities in October 2016: Conducted miscellaneous telephone consultations concerning storm water permitting issues, water supply permits and construction related issues; discussed various ordinance and interpretation issues with the zoning officer and Township staff; prepared developer invoices; prepared engineer's report; prepared for and attended Board of Supervisors and Planning Commission meetings; prepared Planning Commission agenda and meeting minutes; prepared Board of Supervisors action letters related to plan approvals; prepared MS4 information for discussion with Township Supervisors.

Plans were reviewed for Brickerville House Restaurant Lot Add-on Plan; Myers Lot Add-on Plan and Diehm Farm Lot 19 Plan.

Exemption applications were reviewed and processed for the Heckler, Grisbacher and Supko projects. A Small Project application was reviewed for Bryan Zimmerman on Hammercreek Road.

An Inspection was conducted at the J. Mervin Miller site.

PARK BOARD

Minutes from the September 1st meeting were provided to the Board.

BURNING REPORT

No incidents.

BRICKERVILLE FIRE COMPANY

The Brickerville Fire Company responded to 12 incidents in October 2016. The fire police responded to 11 incidents. Northwest Emergency Medical Services provided the Board with reports showing that NWEMS responded to a total of 18 calls in Elizabeth Township in September 2016, a total of 94 calls in 2016.

WESC

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

ROAD SUPERINTENDENT REPORT

Work projects in October 2016 included the following: Shoulder mowing; tree work; dirt road work; catch basin replacement on Elser Hill Road; road repair work on Long Lane that included milling out five areas with Martin Paving, Inc. patching in those areas; swept road shoulder areas; used backpack blower to blow leaves and debris from road edges; repaired and/or installed guiderail on Sleepy Hollow Road and Weber Road; equipment maintenance as needed.

Glenn and Tim attended flagger training.

Park restrooms were closed on November 1st. A porta-potty was set up.

Glenn questioned if pavilion rentals will remain the same in 2017. Supervisor Burkholder commented he is not in favor of increasing the rental. No decision was made.

Snow plow

Glenn requested that the Board again consider the purchase of a larger snow plow for the 2014 Peterbilt. The plow will probably be used by the Township for 20 years. Used plows are not easy to locate. Glenn felt he could sell the present plow for \$6,500.00. Supervisor Wiker would prefer to wait until 2018 for the purchase. If a used plow becomes available, however, the purchase will be reconsidered.

Purchase small
dump truck

Glenn would also like authorization to move forward with paperwork for the purchase of a new small dump truck, the chassis from Ford and upfitting from E. M. Kutz. A decision needs to be made on the color of yellow or white and whether aluminum wheels are an acceptable option. A yellow truck would cost an additional \$830.00. Hondru would need a letter of intent for the Ford chassis. E. M. Kutz would not need a letter of intent. Glenn explained the pricing differences between an XL model and XLT model, as well as the increased cost for color and aluminum wheels. Following discussion, a motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to authorize the purchase of the yellow XLT model at a cost of \$50,165.00, with aluminum wheels, and upfitting from E. M. Kutz at a cost of \$39,702.00. Motion carried.

CORRESPONDENCE

The Board received information from the County of Lancaster regarding the planned 2018 County-wide property reassessment. Property owners received the same information. A preliminary notice of new property assessment values will be mailed in early March 2017.

Information was received regarding the Drop-Off Recycling Center in Lancaster and the many recycling opportunities available to county residents, including paper shredding. Information on paper shredding was placed on the Township's website under "Recycling."

An update on the bridge replacement project on East 28th Division Highway over Middle Creek in Clay Township was provided to the Township. Construction was scheduled to begin mid-November 2016, but has been postponed to early January 2017 due to the holiday season and anticipated weather conditions. One lane will remain open throughout the project.

The Township received notification that Flintrock Corporation intends to submit an application to the PA DEP for a NPDES permit for a Concentrated Animal Feed Operation at Keener Road. The application will not include any new manure storage buildings.

The Lititz Public Library provided the Township with its November 2016 Newsletter outlining its programs and a schedule of events.

The Board received Financial Statements from the Lititz Community Center, Inc. for the Year Ended June 30, 2016, as well as a September 30, 2016 Balance Sheet and Summary Financial Report.

Hanover Engineering provided the Board with its 2017 Professional Fee Schedule noting an overall average rate increase of 2% to 2.5%.

The 2016 third quarter activity report was received from Lancaster County Drug Task Force. No activity was noted in Elizabeth Township.

Correspondence was received from Northwest EMS requesting that the Board consider budgeting a generous donation amount in 2017 to assist the organization in fulfilling its goal of providing quality emergency medical care to the residents it serves for Elizabeth Township. Higher call volumes and reduced insurance reimbursements have had a negative impact on Northwest EMS.

The September-October 2016 PSATS News Bulletin was received, containing the latest information on legislation and news of interest to Townships.

The Township received a copy of the "Blaze", the most recent newsletter of the Horse-Shoe Trail Conservancy. There has been a trail adjustment from the Middle Creek and Furnace Run crossing to the crossing of Route 501 opposite the Pretzel Hut. The trail was moved off Lake Drive and now goes along the edge of the Spring Lake property.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Diehm Module
Res- 11-2016

A motion was made by Rodney D. May, seconded by Brian R. Wiker, to approve Resolution 11-2016, the Diehm Farm Sewage Facilities Planning Module. Motion carried. Tim Diehm attended the meeting to review the module with the Board. ETPC and the sewage enforcement officer also reviewed the module and recommended approval. Mr. Diehm briefly explained the SALDO plan that will be on the December ETPC and Supervisors' agendas for discussion and approval.

Myer
Lot Add-on
Plan

A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to approve the Revised Myers Lot Add-on Plan based on comments from ETPC and the recommendation of the Township engineer. Motion carried. Applicant revised the boundary line on Parcel E of the plan.

Partial escrow
release Hurst
Trenching

Based on the recommendation of the Township engineer, a motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to partially release escrow held by the Township for the Hurst Trenching project in the amount of \$19,216.18. Motion carried.

Advertise 2017
Budget

There were no revisions to the 2017 General Account, State Account or Park and Recreation Account Budget Worksheets. A motion was made by Rodney D. May, seconded by Brian R. Wiker, to accept the proposed 2017 Budget and to advertise the proposed 2017 General Account Budget, 2017 State Account Budget and 2017 Park and Recreation Account Budget as being available for public review. Motion carried.

2017 Treas.
Bond -
\$1,000,000.

A motion was made by Brian R. Wiker, seconded by Rodney D. May, to set the 2017 Treasurer's Bond at \$1,000,000.00, at an approximate cost of \$800.00. Motion carried.

2017 R.E.
millage .0000
Res. 12-2016

There was a motion by Jeff Burkholder, seconded by Rodney D. May, to adopt Resolution No. 12-2016, setting the Elizabeth Township 2017 real estate tax millage rate at .0000. Motion carried.

Purchase
computer
hardware &
software

A proposal for new computer hardware and software was provided to the Board by Lynx Technology, in conjunction with IT Specialist Patrick Moulds. Updated hardware and software as recommended for three computer stations would be approximately \$5,835.00. Most of the installation costs are included in the estimate. A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to authorize purchase and installation of the equipment. Motion carried.

IMPACT
2017

The Board discussed participation with, and costs for, IMPACT 2017. Warwick Township, Lititz Borough and Elizabeth Township completed a Joint Comprehensive Plan five years ago. The Plan has been monitored since that time with the goal to update the Plan every five years. The cost for Elizabeth Township will be approximately \$10,000.00 or 20% of the total estimated cost for the updates. An official map is recommended which would be an additional cost. The partners would like to begin work on the updates in the spring of 2017 and be completed by the end of the year. Volunteers and local business representatives will be recruited to serve on various committees. A motion was made by Brian R. Wiker, seconded by Rodney D. May, to participate in the Joint Comprehensive Plan update. Motion carried.

Recycling

It was noted that volunteers are needed for the Recycling Program for several months during 2017. Open months are all months except January, February, March and October.

PUBLIC PARTICIPATION

Mindy Elmer questioned the need for the purchase of three computers. Supervisor Wiker explained the Board is in the process of interviewing to hire a full-time office manager. Rita Snavely will begin part-time status after the end of 2016. Tristarr Staffing was selected by the Township to do an employee search.

OTHER BUSINESS

Supervisor May expressed appreciation to the Election Board for its efficiency on General Election Day.

Appreciation was also expressed by Mr. May to the Township Veterans Committee, as well as all those who use the Township Community Park, for taking care of the park and keeping it clean.

Supervisor Burkholder extended appreciation to all Veterans for their service.

The next regular meeting of the Board of Supervisors will be held on Monday, December 12, 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 7:48 p.m.

Rodney D. May
Secretary-Treasurer