

**ELIZABETH TOWNSHIP BOARD OF SUPERVISORS**

**October 10, 2016**

The Supervisors' Meeting was called to order on October 10, 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 prior to conducting meeting business.

**APPROVE MINUTES**

There was a motion by Jeff Burkholder, seconded by Rodney D. May, to approve the minutes of the September 12, 2016 meeting as presented. Motion carried.

**TREASURER'S REPORT**

The Board of Supervisors received the Treasurer's Report, List No. 10, dated October 10, 2016, for the month of September 2016, showing receipts of \$108,858.44 in the General Account. \$8,951.06 was deposited in the State Account for PEMA snow and ice reimbursement. \$10,130.00 was deposited in the Park and Recreation Account. Expenses in the General Account were \$66,324.25. There were no expenses in the State Account. Expenses in the Park and Recreation Account were \$876.00.

PLGIT Account Balances as of September 30, 2016 are as follows:

General Account:	\$635,351.59
State Account:	\$ 10,188.43
Equipment Fund:	\$ 30,182.90
Park and Recreation Account	\$ 25,307.48
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 Brian R. Wiker, to pay the bills on List No. 10, dated October 10, 2016, in the amount of \$76,542.86, as well as to retroactively approve payment of all expenses in all accounts in September 2016, amounting to \$67,200.25, a total of \$143,743.11. Motion carried.

**ZONING REPORT**

Barry R. Wagner, Zoning Officer, reported for the month of September 2016 that seven zoning permits were issued at a total valuation of \$899,640.00.

Mr. Wagner also reported that he processed and approved five stormwater exemption applications and one small project application.

### **SEWAGE REPORT**

The Sewage Enforcement Officer reported for the month of September 2016 that one sewage permit was issued for a repair. The Sewage Enforcement Officer performed one soils analysis test and one percolation test. One application was received. One design was approved. There are no designs under review. There were three inspections.

### **STORM WATER MANAGEMENT REPORT**

Bob Lynn of Hanover Engineering Associates, Inc. submitted a report outlining the following activity for the month of September 2016: Conducted miscellaneous telephone consultations regarding storm water management and water supply activities and permits; discussed various ordinance enforcement and interpretation issues with the Zoning Officer and Township staff; coordinated information/pre-application meeting regarding proposed project in the Township; reviewed the LCPC Memo of Understanding; prepared pipe replacement exhibit for Lake View Drive culvert replacement grant; prepared developer invoices for ongoing projects; prepared monthly report; prepared for and attended Board of Supervisors and Planning Commission meetings; prepared Planning commission meeting minutes; prepared MS4 information for discussion with Supervisors.

There were inspections associated with the J. Mervin Miller subdivision; the Hess site and the Elm Ridge-Smithton site.

Plans were reviewed for the Brickerville House Lot Add-on Plan and the Myer Lot Add-on Plan.

Stormwater Management Exemption permit applications were reviewed and processed for Jerold Martin, Bradley Zimmerman, Aido Giorgio, Kristi Boyer and Scott Martin.

### **PARK BOARD**

No report.

### **BURNING ORDINANCE**

No incidents reported.

### **BRICKERVILLE FIRE COMPANY**

The fire company responded to eight fire calls in September 2016. NWEMS responded to 23 dispatches in August 2016, a total of 76 calls in 2016. There was no fire police report.

### **WESC**

Duane Ober, WESC Administrator, provided the Board with reports outlining his activities during the months of August and September, 2016 for each of the member organizations of WESC.

### **ROAD SUPERINTENDENT REPORT**

Road Superintendent, Glenn Martin, submitted a monthly activity report. Work activity in September 2016 included the following: Mowed shoulders; did weed eating; swept up stones at the intersections along Brubaker Valley Road; filled in road edges; did some dirt road work; top soiled areas along the roads that were paved this year and packed areas that were paved last year followed by seeding; did a temporary storm pipe repair at the lower end of Long Lane; performed equipment maintenance as needed.

Road inspection was held on October 1st to look over completed 2016 projects and discuss possible projects for the fall of 2016 and also 2017.

Glenn obtained estimates for tree removal on Sleepy Hollow Road, the Keener Road/Route 322 intersection and West Brubaker Valley Road/Lake View Drive intersection. Three companies responded.

Further discussion was tabled inasmuch as the prices obtained were general in nature. Glenn will make an effort to finalize some quotes.

Funds in the amount of approximately \$8,950.00 were received for last year's snow event. Dirt and Gravel funds will be for stone only.

Backpack  
blower \$450.

The pole pruner was replaced and Glenn is going to purchase a backpack blower at a cost of approximately \$450.00.

Glenn looked into replacing the snowplow on the 2014 Peterbilt with a larger/taller plow and then selling the two year old plow. The new plow would be \$13,238.00. E.M. Kutz offered the Township \$4,500.00 for the Township's plow. It was \$10,850.00 when purchased new. Glenn suggested advertising the plow for sale. Brian questioned how long it would take for a larger plow to pay for itself in time saved. Glenn could not provide a concrete answer. It was suggested that Glenn look for a good used plow.

Glenn noted that he and Tim have been looking at small dump trucks and the Ford F550 is the model he is most interested in at this point. The truck will be purchased through Co-Stars.

Porta-potty  
approx \$120.00  
per month

Placement of a porta-potty at the Township park will cost \$120.00 to \$125.00 monthly. Prices were received from Walters, Red Rose and Associated. A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to obtain a porta-potty at the lowest cost. Motion carried.

A motion was made by Jeff Burkholder, seconded by Brian R. Wiker, to authorize the purchase of the backpack blower. Motion carried.

Glenn noted, for clarification, that he was not the individual who mentioned taxes at the September meeting, as was reported in the Lititz Record.

### **CORRESPONDENCE**

The Lititz Public Library provided its October 2016 schedule of events and activities.

Information was received from PA Department of Conservation and Natural Resources regarding the next grant cycle. Applications will be accepted from January 23, 2017 to April 12, 2017.

The Township was provided with a Newsletter from the Lancaster County Conservation District.

A schedule of Regional Municipal Planning Meetings sponsored by Lancaster County Planning Commission was provided to the Township. The meetings are in November 2016.

### **UNFINISHED BUSINESS**

There was no unfinished business for discussion.

### **NEW BUSINESS**

Brickerville  
House Lot Add-on  
Plan

Ted Cromleigh from Diehm and Sons Surveyors attended the meeting to present and explain the Brickerville House Lot Add-on Plan to the Board of Supervisors. Applicant is proposing to add 3.64 acres designated as Parcel A to Lot 1, resulting in 7.03 acres. There were a number of modifications requested and explained. The purpose for the Lot Add-on is to allow the applicant to construct a larger sewage facility to service the site. The property is located in the Highway Commercial Zoning District. Hanover Engineering, ETPC and LCPC have reviewed the Lot Add-on Plan. The Plan was discussed at the August 7<sup>th</sup> ETPC meeting and LCPC reviewed the Plan on September 26, 2016. Supervisor May expressed concern with entrance and exit signage at one of the access areas to the parking lot. With the recommendations of Hanover Engineering, ETPC and LCPC, a motion was made by Rodney D. May, seconded by Jeff Burkholder, to approve the Brickerville House Lot Add-on Plan, with requested modifications, contingent upon the Applicant complying with all conditions noted by the engineer. Motion carried.

Sign Br. House  
Plan

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to sign the Brickerville House Lot Add-on Plan. Motion carried.

Myers Lot Add-  
on Plan

Rob Gabriel of Robert Gabriel and Associates, Inc. attended the meeting to present and explain the proposed Myer Lot Add-on Plan to the Board. The Plan proposes to join-in-common land from four different lots totaling approximately 33.65 acres and reconfiguring into three revised lots with one dwelling on each of the three lots. Sewage testing for replacement areas is scheduled. The Plan has been reviewed by LCPC. ETPC reviewed the Plan at its meeting on October 5<sup>th</sup>. Hanover Engineering has also reviewed the Plan. The Zoning Officer signed a Zoning Officer Notification Letter indicating the Plan appears to conform to the requirements of the Township Zoning Ordinance. Draft legal descriptions are being prepared for submission. The Township solicitor was provided with a copy of the Lot Add-on Plan and comments were provided. The solicitor suggested that the Board should impose a condition that the Township be provided with proof that deeds for the three resultant lots are recorded within 30 days after release of the Plan for recording. Based on review, discussion, comments and recommendations from LCPC, ETPC, the Township engineer and the Township solicitor, a motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to approve the Myer Lot Add-on Plan, contingent upon Applicant complying with all comments noted by the Township solicitor, the Township engineer and contingent on suitable replacement areas being located for sewage facilities. Motion carried.

Snow & Ice  
\$19.00

A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to increase the hourly wage rate paid to temporary snow and ice control employees for the 2016/2017 winter season to \$19.00. Motion carried. Rodney May was opposed.

Fedula zoning  
enforcement

A motion was made by Rodney D. May, seconded by Jeff Burkholder, to authorize the Township Solicitor and the Zoning Officer to file proceedings to enforce the violations of the Zoning Ordinance identified on the enforcement notice sent to Stephen Fedula dated August 31, 2016. Motion carried.

Trick or Treat  
10-31-16  
6 to 8

A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to set Monday, October 31, 2016, from 6:00 p.m. to 8:00 p.m., as Trick or Treat Night in Elizabeth Township. Motion carried.

Request for  
Traffic control  
11-5-16

The Board received a request from Julie Wiker for assistance from the fire department in providing traffic control on November 5, 2016 from 8:00 am until noon for a 5K run to benefit Four Diamonds. Students from Warwick High School would participate in the event to help provide financial help to families with children who are battling cancer. The route is West Brubaker Valley Road to Blantz Road to Long Lane to Speedwell Forge Road to Lake View Drive to West Brubaker Valley Road. Kurt Gardner of the Brickerville Fire Police suggested to Ms. Wiker that perhaps Brickerville and Penryn fire police could work together to provide traffic control. Penn Township has also been contacted.. A motion was made by Brian R. Wiker, seconded by Jeff Burkholder, to authorize the event. Motion carried.

### **PUBLIC PARTICIPATION**

Mindy Elmer questioned if the Township has received any concerns about Trick or Treat night and the appearance of clowns. No concerns have been received by Township staff.

### **OTHER BUSINESS**

The Fall 2016 Township Newsletter is available on the Township website.

The Budget Preparation Meeting will be held on Monday, October 17, 2016, at the Township Building, beginning at 7:00 p.m.

The next regular monthly meeting of the Board of Supervisors will be held on Monday, November 14, 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 7:39 p.m.

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Rodney D. May  
Secretary-Treasurer