

**ELIZABETH TOWNSHIP BOARD OF SUPERVISORS**

**APRIL 11, 2022**

Chairman Jeff Burkholder called the Supervisors' Meeting to order on April 11, 2022, at 7:00 p.m., at the Township Building. Also present were Michael S. Diehl, Sr, (Vice-Chairman), Rodney D. May (Secretary-Treasurer), Glenn Martin (Road Superintendent), and Loren Miller (Township Administrator). The Pledge of Allegiance to the Flag was recited.

**AGENDA APPROVAL**

Burkholder, seconded by May, made a motion to approve the April 11, 2022, Board of Supervisors' Agenda as presented. Motion carried, 3-0.

**PUBLIC PARTICIPATION AND GUESTS**

- Maxine Maser, CPA, of Siegel Stanilla and Maser, the Elizabeth Township auditing firm, spoke to the Board regarding the 2021 audit and confirmed that the audit was successful and reflects a good functioning process.
- Ryan McCrory, Director of the Lititz Library, spoke to the Board and shared the Library's vision and goals. He also thanked the Board for their continuing support. He will return in October 2022 to further update the Board.

**APPROVE MINUTES**

Diehl, seconded by Burkholder, made a motion to approve the minutes of the March 14, 2022, meeting as presented. Motion carried, 3-0.

**TREASURER'S REPORT/PAY BILLS**

The Board of Supervisors received the Treasurer's Report, List No. 4, dated April 11, 2022, for the month of March 2022 showing receipts of \$87,911.21 in the General Account. Expenses in the General Account were \$64,017.22. There were no receipts or expenses in the Park and Recreation Account. \$168,094.58 was deposited in the State Account, with no expenses in the State account. *Diehl, seconded by May, made a motion to accept the Treasurer's Report. Motion carried, 3-0.*

*Diehl, seconded by May, made a motion to pay the bills on List No. 4, dated April 11, 2022, amounting to \$12,863.51, as well as to retroactively approve payment of all expenses in all accounts in March 2022, amounting to \$64,017.22 for a total of \$78,880.73. Motion carried, 3-0.*

**PLGIT Account Balances as of March 31, 2022, are as follows:**

General Account:	\$ 1,096,311.27
State Account:	\$ 204,436.76
Equipment Fund:	\$ 31,697.84
Park and Recreation Account	\$ 17,244.53
PLGIT Plus:	\$ 264,913.10

**CERTIFICATES OF DEPOSIT**

FIRST BANK/TOWNE BANK	\$ 265,752.94
CIT Bank	\$ 149,189.46

**ZONING REPORT**

The Zoning Officer submitted the March 2022 report, detailing all activity for the month. 15 permits were issued, with a value of \$794,077.00 as well as six SWM related exemptions/small projects issued. Many other issues were addressed, including ZHB applications and questions regarding permitted uses. The Zoning Officer and Twp Administrator also conducted a tour of the Township to review possible enforcement issues.

## **SEWAGE REPORT**

The Sewage Enforcement officer submitted the March 2022 report, detailing all activity for the month. Three permit applications were received, one permit was issued, 19 soils analysis test pits were dug, no percolation tests were done, no designs under review, no approved designs, one installation inspection was done. The SEO updated all spreadsheets for the month, reported as needed to DEP and handled all Township SEO invoices.

## **STORM WATER MANAGEMENT/ENGINEERING REPORT**

The Township Engineer submitted the March 2022 engineering report, summarizing all the activity for the month. Six SWM exemptions were processed, attended a preconstruction meeting on Reifsnnyder, a second site meeting with Fox Sheds on Rt 322, worked on a SWM violation on Rt 501, other construction project observations, and engineer's report.

## **BURNING ORDINANCE**

## **ET PARK BOARD/WRRC**

## **PLANNING COMMISSION**

## **FIRE COMPANY, FIRE POLICE, NWEMS, PA STATE POLICE, WESC**

The February 2022 BVFC report was received, with 14 total calls in March 2022.

The NorthWest EMS report for March 2022 was received, detailing 62 calls ytd.

The March 2022 WESC Fire Commissioner Report was received.

## **ROAD SUPERINTENDENT REPORT**

Road Superintendent, Glenn L. Martin, submitted a report for March 2022 as follows: Snow and Ice Control; Cleaning up sod and divot area from snowplowing; Trimming limbs and branches on roads after weather events; Work on dirt and gravel roads. Clean up from heavy rain events, catch basins, and sweeping and cleaning debris off roads; Pipe extensions on Weber Rd cross pipe in April. Equip maintenance: Cleaning up equipment after snow events; Loader in for inspection based on warranty expiration; Finding and installing new tires on mowing tractor; New Tire chains for T4 ordered in December, just arrived in late March. Misc.: Miller and Martin attended a Dirt and Gravel update meeting to stay current on changes that are coming; Spending time with Mike Boyer, getting mapping completed for pipe and inlet/outlet locations for GIS and our MS4 mapping; Working with May on restrooms at Park for spring opening; Water testing.

## **TOWNSHIP ADMINISTRATOR UPDATES**

Miller gave updates regarding JBT bank transfer in April, the Fee schedule resolution, the Zoning Ordinance project, the required annual ARP funding report, the Township's GIS SWM project with Mike Boyer, and the Dirt and Gravel meeting attended by Miller and Martin. Miller also introduced Boyer to the Board.

## **CORRESPONDENCE**

Recent copies of both the Bay Journal and the Blaze Newsletter were received.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS:**

**LIONS CLUB STORAGE** – Burkholder, seconded by May, made a motion to approve the relocation of the Baron Stiegel Lions Club storage unit to the Township owned lot opposite the main building on Southview Drive, in coordination with Glenn Martin and with one condition of approval that the Lions' structures be painted/maintained. Motion carried, 3-0.

**BV FIRE POLICE** – May, seconded by Diehl, made a motion to authorize the Brickerville Fire Police to provide traffic and safety services at the annual Baron Stiegel Lions Club Egg Hunt, April 16, 2022, starting at 1:00 p.m. Motion carried, 3-0.

**ARP FUNDS** – Discussion regarding ARPA funds. Miller will have an updated spreadsheet reflecting the costs of various projects in preparation for the May 9, 2022, meeting.

**COMCAST CONTRACT** – The Board wishes to have R. Sisko of Morgan, Hallgren, Crosswell and Kane finalize the updated Comcast contract for Board consideration and action by June 2022.

**MARTIN LOC** – Diehl, seconded by Burkholder, made a motion to accept the Letter of Credit (LOC) for Daniel and Mary Martin, Brunnerville Road, Lititz, PA. Motion carried, 3-0.

**SNAVELY HOLDING TANK** – Diehl, seconded by May, made a motion to sign the holding tank agreement with Dave and Laura Snavely for Millstone Stables on Reifsnnyder and Snavely Mill Roads. Motion carried, 3-0.

**FOB BIDS** - Diehl, seconded by Burkholder, made a motion to contract with Highway Materials, Inc, for 250 tons of 9.5 wearing mix @\$74.85/ton, 400 tons of 19mm binder mix @\$67.25/ton, and 250 tons of 25mm base mix @\$62.75/ton for a grand total of \$61,300.00. Motion carried, 3-0.

**ROAD IMPROVEMENT/WIDENING BIDS** – Burkholder, seconded by Diehl, made a motion to contract with Martin Paving, Inc, to widen Oak Lane between W. Brubaker Valley Road and Speedwell Forge Road, to an agreed-upon depth and with specific materials, for a total cost of \$22,999.88. Motion carried, 3-0.

**OIL AND CHIP BIDS** – Burkholder, seconded by Diehl, made a motion to contract with Martin Paving, Inc, for Seal Coat/Oil and Chip services with approximately 95,000 square yards of .35-gal E-3m oil and ¼” (#9m) clean stone at \$1.465 per square yard for a total of \$139,175.00. Motion carried, 2-1, with May opposed.

**2022 ROAD IMPROVEMENT PAYMENTS** - May, seconded by Burkholder, made a motion to pay the 2022 Road improvement projects from the Liquid Fuels Account and any remaining costs from the General Account. Motion carried, 3-0.

**RESOLUTION 4-2022** – Burkholder, seconded by May, made a motion to approve Resolution No. 4-2022 to include escalator/de-escalator clause for 2022 Road Improvement Projects. Motion carried, 3-0.

**CANNON HILL HOLDINGS AGREEMENT** – Burkholder, seconded by May, made a motion to sign the Agreement with Cannon Hill Holdings re: Elizabeth Farms and various Zoning, UCC and sewage regulations. Motion carried, 3-0.

## **PUBLIC PARTICIPATION**

May noted that the ET Park Board is hosting an Earth Day Park Clean up event on April 23, 2022, from 9am-1pm.

May also thanked ET Resident Dave Snavely from Mayberry Drive for helping keep the Township Park clean.

There was discussion re: the park and the mulching process. There is concern about the health of the Park’s trees. The Township will consult with an arborist on how to help maintain the trees’ health.

**OTHER BUSINESS**

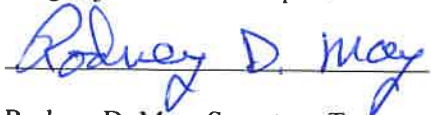
The next regular meeting of the ET Planning Commission (ETPC) will be held on Wednesday, MAY 4, 2022, beginning at 7:00 p.m.

The next regular meeting of the ET Park Board (ETPB) will be held Thursday, MAY 5, 2022, beginning at 7:00 p.m.

The next regular meeting of the ET Board of Supervisors (ETBOS) will be held on Monday, MAY 9, 2022, beginning at 7:00 p.m.

**ADJOURN**

There being no further business, May, seconded by Diehl, made a motion to adjourn the meeting. Motion carried, 3-0. Meeting adjourned at 8:55 p.m.

A handwritten signature in blue ink that reads "Rodney D. May". The signature is written in a cursive style and is positioned above a horizontal line.

Rodney D. May, Secretary-Treasurer