

**ELIZABETH TOWNSHIP BOARD OF SUPERVISORS**

**JANUARY 3, 2022**

Chairman Jeff Burkholder called the Supervisors' Meeting to order on January 3, 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 January 3, 2022, Board of Supervisors Agenda as presented. Motion carried, 3-0.

**NEW SUPERVISOR**

Miller swore in Michael S. Diehl as an elected Supervisor as of January 3, 2022, for a term of six (6) years.

**BOARD REORGANIZATION**

May, seconded by Diehl, made a motion to appoint, for 2022, Burkholder as Chairman of the Board, Diehl as Vice Chairman of the Board, and May as Secretary Treasurer. Motion carried, 3-0.

**PUBLIC PARTICIPATION AND GUESTS**

**APPROVE MINUTES**

Diehl, seconded by Burkholder, made a motion to approve the minutes of the December 13, 2021, meeting as presented. Motion carried, 3-0.

**TREASURER'S REPORT/PAY BILLS**

The Board of Supervisors received the Treasurer's Report, List No. 1, dated January 3, 2022, for the month of December 2021 showing receipts of \$48,828.21 in the General Account. Expenses in the General Account were \$18,073.42. There were receipts of \$4,315.00, with expenses of \$220.00, in the Park and Recreation Account. There were no receipts or expenses in the State account.

Diehl, seconded by Burkholder, made a motion to accept the Treasurer's Report. Motion carried, 3-0.

Burkholder, seconded by May, made a motion to pay the bills on List No. 1, dated January 3, 2022, amounting to \$6,378.11, as well as to retroactively approve payment of all expenses in all accounts in December 2021, amounting to \$111,790.35 for a total of \$118,168.46. Motion carried, 3-0.

**PLGIT Account Balances as of December 31, 2021, are as follows:**

General Account:	\$1,149,127.84
State Account:	\$ 36,337.11
Equipment Fund:	\$ 31,696.30
Park and Recreation Account	\$ 17,243.70
PLGIT Plus:	\$ 264,883.37

**CERTIFICATES OF DEPOSIT**

FIRST BANK/TOWNE BANK	\$ 265,576.81
CIT Bank	\$ 149,095.49

## **ZONING REPORT**

The Zoning Officer submitted the December 2021 report, detailing all activity for the month. Five permits were issued, with a value of \$354,831.00, as well as two SWM exemptions approved. The annual zoning permit activity report was received, detailing 88 permits with a value of \$6,657,436.00.

## **SEWAGE REPORT**

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

## **BURNING ORDINANCE**

## **ET PARK BOARD/WRRC**

## **PLANNING COMMISSION**

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

The Brickerville Volunteer Fire Company responded to seven calls in December 2021, with 113 ytd.  
The BVFC Fire Police responded to one call in December 2021, with five ytd.

## **ROAD SUPERINTENDENT REPORT**

Road Superintendent, Glenn L. Martin, submitted a report for December 2021 as follows: Tree and bush trimming; cold patch some road projects; fill in road edges with millings as well as a truck turn around on Old Pike; Roof gutter cleaning; placed culvert markers around Township; Sign work; Martin Paving did some milling on Blantz and Oak; Patched intersection at Oak Lane and Speedwell Forge Rd. Assisted Lanc. Co. Park maintenance crew with some large tree removal along Speedwell Forge Rd. Equip. maintenance: New snowplow for T3 (F550); paint touch up on T2 (International); chipper maintenance; Equip. clean up.

## **TOWNSHIP ADMINISTRATOR UPDATES**

Miller gave updates on pension audit, year-end audit and planned technology upgrades including another screen for the conference room and a reference screen (for security cameras) in the main office.

## **CORRESPONDENCE**

## **UNFINISHED BUSINESS**

## **NEW BUSINESS:**

**EMPLOYEE APPTS.** – Diehl, seconded by May, made a motion to reappoint the following employees for 2022: Glenn L. Martin as Township Road Superintendent (FT), Timothy R Shreiner as Township Road Laborer (FT), Loren D. Miller as Township Administrator and Assistant Secretary Treasurer (FT) and Rita A. Snavely as Township Administrator Assistant (PT). Motion carried, 3-0.

**SEO APPT.** – May, seconded by Burkholder, made a motion to reappoint Len Spencer as Sewage Enforcement Officer for 2022. Motion carried, 3-0.

**SEO FEE SCHED.** – Burkholder, seconded by May, made a motion to approve and adopt Resolution 1-2022 / SEO Fee Schedule. Motion carried, 3-0.

**ALT SEO. APPT.** – Diehl, seconded by Burkholder, made a motion to reappoint Matthew Mack as Alternate Sewage Enforcement Officer for 2022. Motion carried, 3-0.

**ZONING OFFICER APPT.** – May, seconded by Burkholder, made a motion to reappoint Barry R. Wagner as Zoning Officer and Nuisance Ordinance Enforcement Officer for 2022 and to assist with administration of Stormwater Management Ordinance as well as the IPMC (International Property Maintenance Code). Motion carried, 3-0.

**ZONING HEARING BOARD ALT.** – May, seconded by Diehl, made a motion to reappoint Amos Lapp as an alternate to the Zoning Hearing Board for 2022. Motion carried, 3-0.

**BURNING ENFORCEMENT** – Diehl, seconded by Burkholder, made a motion to appoint Kirk Wolfe as Burning Enforcement Officer for 2022. Motion carried, 3-0.

**TWP SOLICITOR** – May, seconded by Diehl, made a motion to retain law firm of Morgan, Hallgren, Crosswell and Kane as Township Solicitor for 2022. Motion carried, 3-0.

**ZONING HEARING BOARD SOLICITOR** - May, seconded by Burkholder, made a motion to retain law firm of Nikolaus and Hohenadel to represent Zoning Hearing Board for 2022. Motion carried, 3-0.

**TWP ENGINEER** - May, seconded by Diehl, made a motion to reappoint David Miller and Associates Township engineer for storm water management and general engineering activities for 2022. Motion carried, 3-0.

**BANK APPT.** - May, seconded by Diehl, made a motion to approve and adopt Resolution 2-2022 designating PLGIT, Valley Forge, PA as depository for Elizabeth Township funds and appoint BBT Bank and JBT Bank as depositories. Motion carried, 3-0.

**PSATS DELEGATE** - Diehl, seconded by May, made a motion to appoint Burkholder as the Township Voting Delegate to the 2022 PA State Assn. of Township Supervisors Convention to be held in April 24-27, 2022, in Hershey, PA. Motion carried, 3-0.

**2022 MILEAGE** – Burkholder, seconded by May, made a motion to set 2022 mileage rate for use of personal vehicles to perform township business (the IRS has set the 2022 rate to .58.5/mile.) Motion carried, 3-0.

**SUPERVISORS WAGE** - May, seconded by Burkholder, made a motion to make a recommendation to Township auditors of hourly wages to be paid to Supervisors when working for the Township in a capacity other than Elected Supervisors (currently at \$21.00) to be kept the same in 2022. Motion carried, 3-0.

**LANC CO PURCHASING** – Burkholder, seconded by May, made a motion to participate in the Lancaster County Purchasing Co-op program at approximate cost of \$60.00 annually. Motion carried, 3-0.

**FIRE COMP. APPTS.** - Diehl, seconded by May, made a motion to reappoint Brickerville Volunteer Fire Company, Penryn Fire Company, and Brunnerville Fire Company as emergency providers for the Township. Motion carried, 3-0.

**FIRE COMP. FUND RAISING** – May, seconded by Burkholder, made a motion to acknowledge and authorize fund raising activities of the Brickerville Volunteer Fire Company during 2022. Motion carried, 3-0.

**WESC FIRE COMMISSIONER** - May, seconded by Burkholder, made a motion to approve Duane Ober as WESC Fire Commissioner. Motion carried, 3-0.

**FIRE POLICE** - May, seconded by Diehl, made a motion to approve and adopt Resolution 3-2022, the Fire Police Authorization for 2022 Emergency and Non-emergency traffic control. Motion carried, 3-0.

**FOOTWEAR ALLOWANCE** - May, seconded by Diehl, made a motion to approve a single annual \$200.00 boot/footwear allowance for two Township Road workers. Motion carried, 3-0.

### **PUBLIC PARTICIPATION**

Glenn Martin presented updated information re: new dump truck. One specific dealer, that he noted, recently increased their quoted prices by a \$4,500.00 upcharge (after 12/2021) in less than one month. He will continue to communicate with various suppliers and secure a solid quote number and lock in a new unit for possible delivery in 2022.

### **OTHER BUSINESS**

An Executive Session was held after the public meeting on December 13, 2021, re: personnel.

The next regular meeting of the Board of Supervisors will be held on Monday, FEBRUARY 14, 2022, beginning at 7:00 p.m.

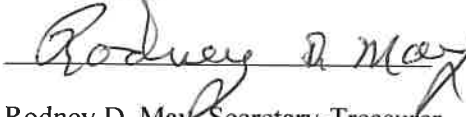
The ANNUAL REORGANIZATION of the Elizabeth Township Board of Auditors will be held Tuesday, JANUARY 4, 2022, beginning at 7:00 p.m.

The next regular meeting (ANNUAL REORGANIZATION) of the Elizabeth Township Planning Commission (ETPC) will be held Wednesday, FEBRUARY 2, 2022, beginning at 7:00 p.m.

The next regular meeting (ANNUAL REORGANIZATION) of the Elizabeth Township Park Board (ETPB) will be held Thursday, MARCH 3, 2022, beginning at 7:00 p.m.

### **ADJOURN**

There being no further business, Burkholder, seconded by May, made a motion to adjourn the meeting. Motion carried, 3-0. Meeting adjourned at 7:40 p.m.

  
Rodney D. May, Secretary-Treasurer