

ELIZABETH TOWNSHIP BOARD OF SUPERVISORS
JANUARY 3, 2023

Chairman Jeff Burkholder called the Elizabeth Township Board of Supervisors (the Board) Meeting to order on January 3, 2023, 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.

BOARD REORGANIZATION

May, seconded by Burkholder, made a motion to appoint, for 2023, Diehl as Chairman of the Board and Burkholder as Vice Chairman of the Board. Motion carried, 3-0.

Diehl, seconded by Burkholder, made a motion to appoint May as Secretary-Treasurer. Motion carried, 3-0.

AGENDA APPROVAL

May, seconded by Burkholder, made a motion to approve the January 3, 2023, Agenda as presented. Motion carried, 3-0.

PUBLIC PARTICIPATION AND GUESTS

There were no public comments or guests.

APPROVE MINUTES

Diehl, seconded by Burkholder, made a motion to approve the minutes of the December 12, 2022, meeting as presented. Motion carried, 3-0.

TREASURER'S REPORT/PAY BILLS

The Board received the Treasurer's Report, List No. 1, dated January 3, 2023, for the month of December 2022, showing receipts of \$27,632.29 in the General Account. Expenses in the General Account were \$61,371.63. There were no receipts, with expenses of \$2,079.00 in the Park and Recreation Account. There were no receipts or expenses in the State Account. *Burkholder, seconded by May, 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, 2023, amounting to \$5,548.50, as well as to retroactively approve payment of all expenses in all accounts in December 2022, amounting to \$63,450.63, for a total of \$68,999.13. Motion carried, 3-0.

PLGIT Account Balances as of December 31, 2022, are as follows:

General Account:	\$1,192,002.97
State Account:	\$ 67,474.69
Equipment Fund:	\$ 32,153.70
Park and Recreation Account	\$ 3,330.34
PLGIT Term	\$ 266,000.00
PLGIT Plus:	\$ 268,943.21

CERTIFICATES OF DEPOSIT

BANK OF BIRD-IN-HAND \$ 149,430.80

ZONING REPORT

The Zoning Officer submitted the December 2022 report that detailed all activity for the month. Four permits were issued, with a value of \$50,456.00, as well as one SWM related exemption/small project issued. Many other issues were addressed, including ZHB applications and questions regarding permitted uses. Also, the 2022 composite report was received, showing all permit approvals from 2022.

SEWAGE REPORT

The Sewage Enforcement Officer submitted the December 2022 report that detailed all activity for the month. Two permit applications were received, one permit was issued, two analysis test pits were dug, zero percolation tests were done, zero designs under review, one design was approved, zero installation inspections were done, and zero periodic inspections were completed. 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 December 2022 engineering report that detailed all activity for the month. Worked on 809 W Brubaker Valley Rd project (Motter); assisted with Green Light Go grant application; received the MS4 Permit Waiver (thru 2028) and prepared the engineer's report.

BURNING ORDINANCE

No incidents were reported for December 2022.

ET PARK BOARD/WRRC

Minutes were received from the December 20, 2022 WRRC meeting at the Lititz Rec Center.

PLANNING COMMISSION

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

The December 2022 BVFC report was received, detailing 11 calls with 124 ytd.

The NorthWest EMS report for December 2022 was received, detailing 11 calls with 224 calls ytd.

ROAD SUPERINTENDENT REPORT

Road Superintendent, Glenn L. Martin, submitted a report for December 2022 as follows: Snow and Ice Control and tree cleanup after storm events. Equip maintenance: replacing rear work light on T3 (F550); spinner repair on T3 and clean up on the equip. after snow and ice; T4 ('07 PB) is at Manheim Hydraulics now getting the dump lift cylinder re-built. Also had some spreader work done on T3 to keep excess salt from spilling out when dumping back - height extensions. Misc: Little League has begun work on Field #2 dugouts. Framework is up with the rafters set. Now need dry weather for them to continue. Shreiner returned to work December 27, 2022. Road inspection scheduled week of 1.2.2023. Martin also read a letter from Mike Boyer who voiced appreciation for support received for the GIS program from both the Board and Twp Staff.

TOWNSHIP ADMINISTRATOR UPDATES

Continued GIS work with M Boyer. Work on year end issues and planning for audit; Work on budget. Helped plow/salt during one event. Worked on dug out issues and timing issues; worked on PFC park issues; Ordered new ZHB signs; Security cam pc breakdown and replacement. Scheduled all reorganizational meetings.

CORRESPONDENCE

A thank you note was received from the Lititz Rec Center expressing appreciation for Twp support.

The Lanc. Co. District Attorney sent a letter detailing contributions from municipalities re: the Drug Task Force.

UNFINISHED BUSINESS

NEW BUSINESS:

EE REAPPT – May, seconded by Burkholder, made a motion to reappoint Glenn L. Martin as Superintendent of the Elizabeth Township Road system (FT); Timothy R. Shreiner as road laborer (FT); Loren D. Miller as Twp.

Administrator and Assistant Secretary-Treasurer (FT); and Rita A. Snively as Twp. Administrative Assistant (PT) for 2023. Motion carried, 3-0.

SEO REAPPT – Diehl, seconded by May, made a motion to reappoint Len Spencer as Sewage Enforcement Officer and Matthew Mack as Alternate Sewage Enforcement Officer for 2023. Motion carried, 3-0.

SEO FEE SCHEDULE – May, seconded by Diehl, made a motion to approve and adopt Resolution 1-2023 / SEO Fee Schedule. Motion carried, 3-0.

ZONING OFFICER REAPPT – Burkholder, seconded by May, made a motion to reappoint Barry R. Wagner as Zoning Officer and Nuisance Ordinance Enforcement Officer for 2023 and to assist with administration of Stormwater Management Ordinance as well as the IPMC (International Property Maintenance Code) for 2023. Motion carried, 3-0.

BURNING ENFORCEMENT OFFICER REAPPT – Burkholder, seconded by Diehl, made a motion to reappoint Kirk Wolfe as Burning Enforcement Officer for 2023. Motion carried, 3-0.

LEGAL COUNSEL - Burkholder, seconded by May, made a motion to retain law firm of Morgan, Hallgren, Crosswell and Kane as Township Solicitor and to retain the law firm of Russell, Krafft and Gruber, LLC, to represent the ET Zoning Hearing Board for 2023. Motion carried, 3-0.

TWP ENGINEER - Burkholder, seconded by Diehl, made a motion to reappoint David Miller and Associates as Township engineer for storm water management and general engineering activities for 2023. Motion carried, 3-0.

TWP DEPOSITORIES - Burkholder, seconded by May, made a motion to approve and adopt Resolution 2-2023 designating PLGIT, Valley Forge, PA and JBT (Jonestown Bank and Trust) as depositories for Elizabeth Township funds for 2023. Motion carried, 3-0.

PSATS DELEGATE - Diehl, seconded by Burkholder, made a motion to appoint May as the Voting Delegate to the 2023 PA State Assn. of Township Supervisors (PSATS) Convention to be held April 23-26, 2023, in Hershey, PA. Motion carried, 3-0.

2023 MILEAGE RATE - Diehl, seconded by Burkholder, made a motion to set 2023 mileage rate for use of personal vehicles to perform township business (the IRS has set the 2023 rate to .625/mile.) Motion carried, 3-0.

ZONING ORDINANCE FEE SCHEDULES - Discussion regarding the adoption of Resolution 3-2023, a Resolution establishing fees for administration of the Zoning Ordinance and other services in the Township. Tabled until February 2023.

TWP. SUPERVISOR COMPENSATION - Diehl, seconded by May, made a motion to make a recommendation to Township auditors of hourly wages of \$21.00/hour to be paid to Supervisors when working for the Township in a capacity other than Elected Supervisors. Motion carried, 3-0.

FIRE COMPANIES - Burkholder, 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 CO. FUND RAISING - May, seconded by Burkholder, made a motion to authorize fund raising activities of the Brickerville Volunteer Fire Company during 2023. Motion carried, 3-0.

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

FIRE POLICE - Burkholder, seconded by Diehl, made a motion to approve and adopt Resolution 4-2023, the Fire Police Authorization for 2023 Emergency and Non-emergency traffic control. Motion carried, 3-0.

ORDINANCE 22-01 EMS - May, seconded by Burkholder, made a motion to approve and advertise updated Ordinance 2022-01, an Ordinance That Signifies the Intention and Desire of the Board to Organize an Authority for the Purpose of Administering Emergency Medical Services on Behalf of this Township. Motion carried, 3-0.

GREEN LIGHT GO GRANT APP - May, seconded by Diehl, made a motion to approve application for a Green Light Go grant to install modernization upgrades for the intersection of Routes 322 and 501. Motion carried, 3-0.

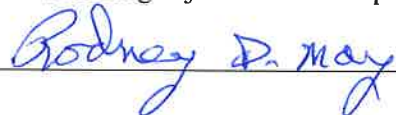
PUBLIC PARTICIPATION

OTHER BUSINESS

- The next regular meeting of the ET Board of Supervisors (ETBOS) will be held on Monday, FEB. 13, 2023, beginning at 7:00 p.m.
- The next regular meeting of the ET Planning Commission (ETPC) will be held on Wednesday, FEB. 1, 2023, beginning at 7:00 p.m.
- The next regular meeting of the ET Park Board (ETPB) is scheduled for JAN. 5, 2023, beginning at 7:00 p.m. and MAR 2, 2023, also beginning at 7:00 pm.

ADJOURN

There being no further business, Diehl, seconded by Burkholder, made a motion to adjourn the meeting. Motion carried, 3-0. Meeting adjourned at 7:36 p.m.



Rodney D. May, Secretary-Treasurer