

# ***ELIZABETH TOWNSHIP BOARD OF SUPERVISORS***

**February 13, 2023**

Chairman Michael S. Diehl, Sr, called the Elizabeth Township Board of Supervisors (the Board) meeting to order on February 13, 2023, at 7:00 p.m., at the Township Building. Also present were Jeff Burkholder (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**

May, seconded by Burkholder, made a motion to approve the February 13, 2023, Agenda as presented. Motion carried, 3-0.

## **PUBLIC PARTICIPATION AND GUESTS**

Lancaster County Commissioner John Trescot visited the Board meeting to update the Board on current projects, issues and challenges the County is working on. He gave a brief description of the role of County government before detailing some activities related to the new County prison, ARPA funds and recent distributions, recent public listening sessions, and work on the salary structure of County employees (in light of continued turnover and attrition.)

Warwick Little League representatives shared an update with the Board re: the new Field #2 dugouts (they are ready to use; will still need to add pavers) and the pending press box construction plans for Field #1. S. Todd and A. Lapp noted that various community-based companies are lined up to assist on various stages of the press box building. Funding is also in place to purchase materials and pay for labor. There will be no public access to the building. The Township and the WLL will work on an agreement in conjunction with the Township solicitor. The Board made a motion – see New Business of Minutes for details of the motion.

Chief Shannon Martin from Penryn Fire Company gave update on 2022 activities, including 145 calls in 2022. Four major fires during the year. \$154,000.00 in total losses and \$2,000,030.00 in saved property value. Limited mud sale was successful in 2022. Same format planned this year. Fund raising successful but only 31% response rate. Big project in 2023 is a re-do on the squad truck with a new chassis and refurbished box/body. Gave a PSA re: the dangers of Lithium-Ion batteries.

Justin Bollinger from Cannon Hill Holdings/Elizabeth Farms gave a project update to the Board. Expressed great appreciation for the continued permission to work on the project while keeping operations moving. Explained challenges experienced in terms of technical support, construction providers, code permissions and the like. Will be submitting a WAAB application re: sprinklers this summer. The Board thanked him for his communication and agreed to work with the partnership in conjunction with Township legal counsel to frame an updated agreement. 13 various events in 2023.

## **APPROVE MINUTES**

Diehl, seconded by Burkholder, made a motion to approve the minutes of the January 3, 2023, meeting as presented. Motion carried, 3-0.

## **TREASURER'S REPORT/PAY BILLS**

The Board received the Treasurer's Report, List No. 2, dated February 13, 2023, for the month of January 2023, showing receipts of \$36,607.72 in the General Account. Expenses in the General Account were \$52,448.49. There were no receipts, with expenses of \$540.00 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. 2, dated February 13, 2023, amounting to \$16,492.90, as well as to retroactively approve payment of all expenses in all accounts in January 2023, amounting to \$52,988.49, for a total of \$69,481.39. Motion carried, 3-0.***

**PLGIT Account Balances as of January 31, 2023, are as follows:**

General Account:	<b>\$1,154,728.87</b>
State Account:	<b>\$67,712.90</b>

Equipment Fund:	\$ 32,267.21
Park and Recreation Account	\$ 2,803.41
PLGIT Term	\$ 266,000.00
PLGIT Plus:	\$ 269,920.30

### **CERTIFICATES OF DEPOSIT**

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

### **ZONING REPORT**

The Zoning Officer submitted the January 2023 report that detailed all activity for the month. Ten permits were issued, with a value of \$446,201.00, as well as two SWM related exemptions/small projects issued. Many other issues were addressed, including ZHB applications and questions regarding permitted uses.

### **SEWAGE REPORT**

The Sewage Enforcement Officer submitted the January 2023 report that detailed all activity for the month. Zero permit applications were received, zero permits were issued, zero analysis test pits were dug, zero percolation tests were done, zero designs under review, zero designs were approved, two 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 January 2023 engineering report that detailed all activity for the month. Worked on several project applications, assisted with the Green Light Go grant application, prepared Pumping Station Rd culvert replacement permit documents, prepared an escrow reduction letter for Daniel Martin project, and prepared the engineer's report.

### **BURNING ORDINANCE**

No incidents were reported for January 2023.

### **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 January 2023 BVFC report was received, detailing 14 calls.

The NorthWest EMS report for January 2023 was received, detailing 20 calls.

The December 2022 and January 2023 WESC reports were received.

The Feb 6, 2023, WESC meeting minutes were received. *(Diehl noted that ET is part of WESC and that he serves on the WESC Board as the ET representative.)*

### **ROAD SUPERINTENDENT REPORT**

Road Superintendent, Glenn L. Martin, submitted a report for January 2023 as follows: Work over the past month has included some snow and ice control, dirt road work that included gutter cleaning and grading; Tree work: mostly taking down dead trees. We added a pipe end wall on the side of Oak Lane that we widened between W. Brubaker Valley Rd and Speedwell Forge Rd. We did some sign work, mostly straightening posts. We filled in some road edge drop-offs and Shreiner rubber-crack sealed one day with Martin Paving. Some work was done around the Twp bldg., including Shreiner painting the shop interior walls, and we removed some bushes outside. Equip maintenance: included a dump cylinder rebuild on T4 (2007 PB), F550 inspection and cleanup of our equipment. We have some tire chain repairs and also replaced a cutting edge and plow shoes on T1 (2014 PB.)

**ROAD REPORT CONTINUED:** Misc.: Dugouts at Field #2 at the Park are up, some grading and clean up needs finished when the weather cooperates. Martin is applying for a Low Volume Road Grant for Evans Rd at an area where the bank is falling away from the road. It is due Feb. 17, 2023. On Jan. 19, 2023, new truck chassis on order rolled off the line, but is waiting for a component.

**TOWNSHIP ADMINISTRATOR UPDATES**

Continued GIS work with M Boyer. Work on year end issues and planning for audit- audit conducted week of 2.6.23; New ZHB signs received. Had an L and I audit on 1.10.2023. Replacement security camera system pc received and configured – had challenges with supply.

**CORRESPONDENCE**

The Lancaster County Conservation District sent the *Conservation Crier* which is promoting the annual tree sale.

**UNFINISHED BUSINESS**

**NEW BUSINESS:**

**WLL PRESS BOX** – May, seconded by Burkholder, made a motion to authorize the WLL (Warwick Little League) to design and build a press box structure at Field #1 at the Township Park, contingent on an agreement defining use, ownership, maintenance, access and relevant issues between the WLL and the Township, with input from Township legal counsel. Motion carried, 3-0.

**RESOLUTION 3-2023** – Diehl, seconded by Burkholder, made a motion to approve and adopt Resolution 3-2023, a Resolution establishing fees for administration of the Zoning Ordinance and other services in the Township. Motion carried, 3-0.

**WAAB APPTS** – Burkholder, seconded by May, made a motion reappoint Eli “Sonny” Ebersol as member and Daniel J. Weik as alternate to the Warwick Area Appeals Board (WAAB). Motion carried, 3-0.

**REC CNTR REP** – Diehl, seconded by May, made a motion reappoint Michael Landis Motion carried, 3-0.

**JAN MINUTES CORRECTION** – Diehl, seconded by May, made a motion to correct the January 3, 2023 minutes to reflect the hourly rate for the Supervisors from the incorrectly noted \$21.00/hr to the correct \$25.00/hr, per the ET auditors at their January 2022 meeting. Motion carried, 3-0.

**VIDEO RETENTION POLICY** – May, seconded by Burkholder, made a motion to authorize the retention policy of Video/Audio Surveillance (security camera system recordings). Motion carried, 3-0.

**DANIEL MARTIN LOC** – Burkholder, seconded by Diehl, made a motion to authorize the reduction of the LOC (letter of credit) for Daniel Martin by \$43,126.70 from \$84,861.30 to \$41,734.60, based on Escrow Reduction Letter #1 dated January 24, 2023, from DM/A. Motion carried, 3-0.

**RESOLUTION 5-2023** - Burkholder, seconded by May, made a motion to authorize the signing of the “Commonwealth and Municipal Traffic Signal Maintenance Agreement”, which needs to be in place to apply for the Green Light Go grant with PennDOT. Motion carried, 3-0.

**HDM SOFTWARE** - Diehl, seconded by May, made a motion to approve the purchase of updated HDM software (for traffic counters) for \$500.00. Motion carried, 3-0.

**PUBLIC PARTICIPATION**

Diehl noted the recent passing of Joe Pfautz, an ET resident and longtime member (43 years) of the ET Zoning Board. The Board is grateful for his service and expressed their condolences to the family.

R. May had several comments:

- Noted a 32% return rate on the fundraising campaign for Brickerville Vol. Fire Comp.
- Mentioned a need for local police and that there should be a Citizens' Advisory Group formed.
- Asked to add the Penryn Fire Company Park lease discussion to the March Agenda.


Nevin May, resident from Keener Rd and member of BVFC, inquired if there was any consideration being given to the possibility of contracting for local police coverage, especially in light of traffic accidents and other safety incidents in the Township. Diehl noted that there hasn't been recent action on this issue, but that the Board would continue to evaluate the need. Penryn Fire Comp Chief Martin also echoed the need for local police assistance at traffic accidents.

#### **OTHER BUSINESS**

- The next regular meeting of the ET Board of Supervisors (ETBOS) will be held on Monday, MAR. 13, 2023, beginning at 7:00 p.m.
- The next regular meeting of the ET Planning Commission (ETPC) will be held on Wednesday, MAR. 1, 2023, beginning at 7:00 p.m.
- The next regular meeting of the ET Park Board (ETPB) is scheduled for MARCH 2, 2023, beginning at 7:00 p.m. and MAY 4, 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 8:40 p.m.

  
\_\_\_\_\_, Rodney D. May, Secretary-Treasurer