

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

**May 8, 2023**

Chairman Michael S. Diehl, Sr, called the Elizabeth Township Board of Supervisors (the Board) meeting to order on May 8, 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**

Burkholder, seconded by Diehl, made a motion to approve the May 8, 2023, Agenda as presented. Motion carried, 3-0.

## **PUBLIC PARTICIPATION AND GUESTS**

There was no public participation.

## **APPROVE MINUTES**

Burkholder, seconded by May, made a motion to approve the minutes of the April 10, 2023, meeting as presented. Motion carried, 3-0.

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

The Board received the Treasurer's Report, List No. 5, dated May 8, 2023, for the month of April 2023, showing receipts of \$158,351.01 in the General Account. Expenses in the General Account were \$72,176.46. \$25,000.00 was transferred from the General Account into the Park and Recreation Account. Expenses in the Park and Recreation Account were \$2,760.35. \$168,473.22 was received in the State Account, with no expenses noted. *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. 5, dated May 8, 2023, amounting to \$130,400.01, as well as to retroactively approve payment of all expenses in all accounts in April 2023, amounting to \$74,936.81, for a total of \$205,336.82.. Motion carried, 3-0.*

## **PLGIT Account Balances as of April 28, 2023, are as follows:**

General Account:	<b>\$1,210,463.04</b>
State Account:	<b>\$ 241,795.09</b>
Equipment Fund:	<b>\$ 32,622.82</b>
Park and Recreation Account	<b>\$ 23,753.63</b>
PLGIT Term	<b>\$ 266,000.00</b>
PLGIT Plus:	<b>\$ 272,973.88</b>

## **CERTIFICATES OF DEPOSIT**

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

## **ZONING REPORT**

The Zoning Officer submitted the April 2023 report that detailed all activity for the month. 12 permits were issued, with a value of \$415,843.00, as well as six 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 April 2023 report that detailed all activity for the month. One permit application was received, zero permits were issued, seven analysis test pits were dug, six percolation tests were done, zero designs under review, zero designs were 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 April 2023 engineering report that detailed all activity for the month. Worked on several project applications, including six Storm Water reviews, prepared comment letter for 402 Snavely Mill Rd project; performed survey work at Twp. Bldg.; prepared Pumping Stn Rd culvert replacement permit documents; and prepared the engineer's report.

### **BURNING ORDINANCE**

No incidents were reported for April 2023.

### **ET PARK BOARD/WRRC**

The meeting minutes from May 4, 2023, were received.

### **PLANNING COMMISSION**

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

The NorthWest EMS report for March 2023 was received, detailing 18 calls, with 71 ytd.  
The April 2023 WESC Commissioner's report was received.  
Brickerville Volunteer Fire Company had 10 call in April, with 45 ytd.

### **ROAD SUPERINTENDENT REPORT**

Road Superintendent, Glenn L. Martin, submitted a report for April 2023 as follows: Dirt and gravel work; weed eating some intersections and guiderails; started road shoulder mowing; Rubber crack-sealed with Martin Paving and also do some scratch leveling paving on several roads to get the right profile prior to oil and chipping later this year. Equip. maintenance: routine mostly, with the 3500 Chevy getting inspection. Put away the plows for the season. Installed tailgate conveyor on the T4 (2007 Peterbilt.) Parks: Dugout pavers are finished; Shreiner painted the restrooms at the Community Park and did some mulching. Had a porta-potty delivered to Penn-Elm Park; Trimmed up pine trees and other trees; closed off the existing restrooms; weed eating around the park and put topsoil down around the pavilion to level up some edge drop-offs. Misc: new truck? Sell 1994 international? Would like to keep the plow to fit on loader or grader.

### **TOWNSHIP ADMINISTRATOR UPDATES**

Attended legislative update breakfast with Senator Aument. Attended a PA grant forum hosted by Rep. Fee. Helped at first Strengthening Community 2030 event in Lititz. Met with reps of Eliz. Farms along with Township reps. Annual reports being filed with the Commonwealth for 2023. Attended PSATS conference Monday and Tuesday. Met with Township insurance provider for annual review. Wrapped up survey last week. Meetings with Warwick Joint Strategic Plan group. Security system provider out to do annual checkup. Need to review building changes with them as plan solidifies, as well as security camera provider.

### **CORRESPONDENCE RECEIVED**

*The Blaze*, a newsletter re: the Appalachian Trail, was received.  
An updated Elizabeth Township preserved farm map was received.  
The Warwick Community Ambulance has made a new hire for Chief of Operations, starting in June.

### **UNFINISHED BUSINESS**

### **NEW BUSINESS:**

**PENN ELM PARK** – There was a public discussion held on the Park and some maintenance issues requiring attention: The existing toilets need extensive repairs so they will be locked and a porta potty will be installed for the season; the 20x10 shed needs repairs but the Township sees no need to keep it so it will be offered to the Penryn F.C or sold; an inventory of all items in the shed and the pavilion storage area was made; there is a need

to increase the safety “fall” area around the playground equipment; Fillo suggested an upgrade to the pavilion lights to include a motion detector; Diehl will evaluate during a visit to the park with the Board.

**BLUE RIDGE TV** – Diehl, seconded by Burkholder, made a motion to advertise Resolution #10-2023 to extend the franchise term granted to Blue Ridge Technologies. Motion carried, 3-0.

**BLDG BID ADVERTISING** – Burkholder, seconded by May, made a motion to approve the advertising of bids (in May, June, or July) for the Township Building conference room addition, based on acceptable input from the advising professionals, including (but not limited to) legal counsel, the design architect, stormwater engineer, zoning officer, and sewage enforcement officer. Motion carried, 3-0.

**ANTIMONY FARMS EXTENSION** – Burkholder, seconded by May, made a motion to authorize a 120-day extension to Antimony Farms on Oak Lane (based on request in letter from Ted Cromleigh of Diehm and Son dated 5.8.23.) Motion carried, 3-0.

### **PUBLIC PARTICIPATION**

Ken Fillo, Township resident, commented on the Strengthening Community 2030 maps and the amount of Elizabeth Township trails, parks and other recreational spaces that need to be clarified.

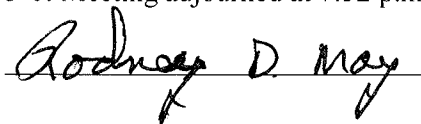
May commented on several items including: the need to keep working on the Zoning Ordinance update; the desire to contract p/t police coverage to help with traffic related issues; the need to have a PSP rep visit the Township for reporting purposes; the recent cleanup of wire issues on Rt 501 near the Pretzel Hut by Windstream; and the desire to have a PSP Trooper/Rep visit the BOS to report, on a regular basis.

### **OTHER BUSINESS**

- The next regular meeting of the ET Board of Supervisors (ETBOS) will be held on Monday, JUNE 12, 2023, beginning at 7:00 p.m.
- The next regular meeting of the ET Planning Commission (ETPC) will be held on Wednesday, JUNE 7, 2023, beginning at 7:00 p.m.
- The next regular meeting of the ET Park Board will be held Thursday, JULY 6, 2023, also beginning at 7:00 p.m.

### **ADJOURN**

There being no further business, Burkholder, seconded by Diehl, made a motion to adjourn the meeting. Motion carried, 3-0. Meeting adjourned at 7:52 p.m.

 , Rodney D. May, Secretary-Treasurer