

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

**July 10, 2023**

Chairman Michael S. Diehl, Sr, called the Elizabeth Township Board of Supervisors (the Board) meeting to order on July 10, 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 July 10, 2023, Agenda with item 10.03 tabled (ET Planning Commission appointment). Motion carried, 3-0.

## **PUBLIC PARTICIPATION AND GUESTS**

Diehl welcomed M Shober from ARRO Engineering, who spoke briefly during new business re: item 10.07.

## **APPROVE MINUTES**

Burkholder, seconded by May, made a motion to approve the minutes of the June 12, 2023, meeting as presented. Motion carried, 3-0.

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

The Board received the Treasurer's Report, List No. 7, dated July 10, 2023, for the month of June 2023, showing receipts of \$87,408.28 in the General Account. Expenses in the General Account were \$143,725.95. There were no receipts, with expenses of \$5,685.25 in the Park and Recreation Account. There were no receipts, with expenses of \$167,280.00 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. 7, dated July 10, 2023, amounting to \$40,159.54, as well as to retroactively approve payment of all expenses in all accounts in June 2023, amounting to \$316,691.20, for a total of \$356,850.74. Motion carried, 3-0.*

## **PLGIT Account Balances as of June 30, 2023, are as follows:**

General Account:	\$1,278,742.28
State Account:	\$ 76,103.40
Equipment Fund:	\$ 32,888.96
Park and Recreation Account	\$ 14,255.62
PLGIT Term	\$ 266,000.00
PLGIT Plus:	\$ 275,252.61

## **CERTIFICATES OF DEPOSIT**

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

## **ZONING REPORT**

The Zoning Officer submitted the June 2023 report for five weeks that detailed all activity for the month. Eight permits were issued, with a value of \$271,921.00. There were no SWM plans to review. Many other issues were addressed, including ZHB applications and questions regarding permitted uses.

## **SEWAGE REPORT**

The Sewage Enforcement Officer submitted the June 2023 report that detailed all activity for the month. One permit application was received, one permit was issued, one analysis test pit was dug, one percolation test was done, zero designs under review, one design was approved, four 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 June 2023 engineering report that detailed all activity for the month. Worked on several project applications, including three Storm Water reviews, prepared comment letters for Fox Plumbing Phase II, David Wenger project on Reifsnnyder Rd, Kreider sub division plan on Bomberger Rd, and the Township Building plan as well as prepared the engineer's report.

## **BURNING ORDINANCE**

## **ET PARK BOARD/WRRC**

The minutes for the June 20, 2023, WRRC meeting were received. There was no Park Board meeting.

## **PLANNING COMMISSION**

The minutes from the July 5, 2023, meeting were received.

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

The NorthWest EMS report for June 2023 was received, detailing 26 calls, with 119 ytd.

The June 2023 WESC Commissioner's report was received.

Brickerville Volunteer Fire Company had 27 calls in June, with 82 ytd.

## **ROAD SUPERINTENDENT REPORT**

Road Superintendent, Glenn L. Martin, submitted a report for June 2023 as follows: Shoulder mowing and weed eating; sweeping up of road stones from oil and chip; center line marking of oil and chip roads; Storm clean up of trees; Paved in replacement pipe on Blantz Rd; PA One call training in York. Equip maintenance: T4 repairs after accident; Clean up of T2 for sale (1994 International); Work on new dump (reflective tape, side boards, and radio installation); Also had tarp footrail installed on 2007 PB. T4 goes to Ruhl's for post-accident alignment check. Evans Rd project foreman has been in contact. Bog turtle report complete for Evans Rd; Working on permit. Also offered Twp support to Rapho Township.

## **TOWNSHIP ADMINISTRATOR UPDATES**

SC2030 Planning Meetings including ZOOM and in person meetings; 3<sup>rd</sup> Public meeting was held at Listrak in Warwick Twp.; Worked on ETPC project re: STR's; Tracked down recycling info; website work; Speed sign display; ZHB notices; ZHB/WAAB scheduling; Lots of calls re: driveways, solar, sheds and permits in general; Work on ET building contract administration providers; GIS work with MBoyer; Administrative tasks around new truck, Old '94 for sale and other equipment issues. Miller presented recycling info to the Board. Advised a post-holiday e-waste collection event.

## CORRESPONDENCE RECEIVED

## UNFINISHED BUSINESS

### NEW BUSINESS:

**WENGER ESCROW REDUCTION** – Burkholder, seconded by Diehl, made a motion to reduce the escrow amount of \$20,676.56 for the D. Wenger project on Reifsnnyder Rd by \$19,335.61, leaving a balance of \$1,340.95. Motion carried, 3-0.

**ET PLANNING COMMISSION** – Diehl, seconded by May, made a motion to accept the resignation of Robert “Bob” Navitski from the ET Planning Commission. Motion carried, 3-0.

*The Board is grateful for Bob’s service to and leadership in the community for the last 20 plus years. The Board’s members wish Bob and his family all the best in the coming months.*

**TABLED UNTIL AUGUST 2023 - ET PLANNING COMMISSION** – A motion to appoint a Twp resident to the ET Planning Commission to complete Bob Navitski’s term until January 2027.

**1994 DUMP TRUCK** – Burkholder, seconded by May, made a motion to award the 1994 International Dump truck to the winning bidder (Timothy Breen from North Andover, MA) from Municibid.com for \$11,302.00. Motion carried, 3-0.

**2023 AUDIT** – Burkholder, seconded by May, made a motion to advertise the engagement of Stanilla, Siegel and Maser, LLC, of Lebanon to conduct the 2023 Elizabeth Township next year at a cost not to exceed \$6,700.00. Motion carried, 3-0.

**ET SALDO PLAN** – Diehl, seconded by Burkholder, made a motion to approve the SALDO and Lot Addition Plan (as approved by the ET Planning Commission on July 5, 2023) for the Municipal Building at 423 Southview Drive. Motion carried, 3-0.

**BID ADMINISTRATOR** – May, seconded by Diehl, made a motion to appoint ARRO Engineering of Lititz to provide construction administration services for the new Township building. Motion carried, 3-0.

## PUBLIC PARTICIPATION

Twp resident, Ken Fillo, of Ironstone Drive, inquired re: the Township Park pavilion and the efforts to re-seal the ceiling. It was recently sand blasted to prep for a new sealant. May indicated that a quote was received with more on the way.

There was a brief discussion re: the new addition to the building. The discussion was centered on the new functions (meeting space and storage), access to the building (secure lobby and e-key access) and a review of public access to the bathrooms (whether park visitors or event visitors such as elections or meetings.)

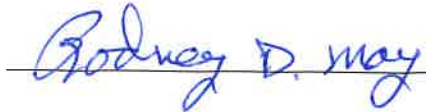
## OTHER BUSINESS

- The next regular meeting of the ET Planning Commission (ETPC) will be held on Wednesday, AUGUST 2, 2023, beginning at 7:00 p.m.

- The next regular meeting of the ET Park Board (ETPB) will be held Thursday, SEPTEMBER 7, 2023, beginning at 7:00 p.m.
- The next regular meeting of the ET Board of Supervisors (ETBOS) will be held on Monday, AUGUST 14, 2023, 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. The meeting adjourned at 7:31 p.m.

 Rodney D. May, Secretary-Treasurer