

***ELIZABETH TOWNSHIP BOARD OF SUPERVISORS***  
**NOVEMBER 11, 2024**

Chairman Michael S Diehl, Sr., called the Elizabeth Township Board of Supervisors (the Board) (ETBOS) meeting to order on November 11, 2024, at 7:00 p.m., at the Township Building. Also present were Vice Chairman Jeff Burkholder, Rodney D. May (Secretary-Treasurer), and Glenn Martin (Road Superintendent) and Loren Miller (Township Administrator). The Pledge of Allegiance to the Flag was recited. Diehl acknowledged the service that all veterans have made to the country on our behalf and recognized those present.

**AGENDA APPROVAL**

Diehl, seconded by Burkholder, made a motion to approve the Agenda for Nov. 14, 2024. Motion carried, 3-0.

**PUBLIC PARTICIPATION AND GUESTS**

**APPROVE MINUTES**

Burkholder, seconded by Diehl, made a motion approving the minutes of the October 21, 2024 budget meeting as presented. Motion carried, 3-0.

**TREASURERS REPORT/PAY BILLS**

The Board received the Treasurer's Report, List No. 11, dated November 11, 2024, for the month of October 2024, showing receipts of \$57,455.41 in the General Account. Expenses in the General Account were \$124,531.65. There were no receipts, with expenses of \$3,576.88 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. 11, dated November 11, 2024, amounting to \$10,881.42, as well as to retroactively approve payment of all expenses in all accounts in October 2024, amounting to \$128,108.53, for a total of \$138,989.95. Motion carried, 3-0.*

**PLGIT Account Balances as of October 31, 2024, are as follows:**

General Account:	\$1,298,435.24
State Account:	\$ 87,839.52
Equipment Fund:	\$ 35,199.17
Park and Recreation Account	\$ 10,957.70
PLGIT Plus:	\$ 295,011.50

**ARP Account Balance as of October 31, 2024, is: \$386.79**

**CORRESPONDENCE RECEIVED**

**REPORTS**

**ZONING** - The Zoning Officer submitted the October 2024 report that detailed all activity for the month. Six permits were issued, with a value of \$702,383.00.

**SEWAGE** – The October 2024 Sewage Enforcement Officer's report was received.

**STORM WATER MANAGEMENT/ENGINEERING** - The October 2024 engineer's report was received.

**PLANNING COMMISSION** –

**ET PARK BOARD/WRRC** –

**BURNING ORDINANCE** –

**FIRST RESPONDER REPORTS**

BVFC responded to 15 calls in October 2024, with 105 calls YTD.

WCAA responded to 25 calls in October 2024, with 251 calls YTD.

The October 2024 WESC report was received.

**ROAD SUPERINTENDENT REPORT** - Road Superintendent, Glenn L. Martin, submitted a report for October 2024 as follows: Shoulder and road bank mowing, weed eating; tree and brush trimming along roads and intersections; Erected new flagpole at bldg., as well as planted bushes and laid in mulch. Prepped outside building and inside for election. Martin attended a MS4 training as well as the PennDot winter info meeting. Equipment maintenance: cleanup. Misc: Leb. Co bridge project on Pumping Station has several issues with additional work required, thus pushing the completion date back. Pending: a second quote on water system at Township Park.

**TOWNSHIP ADMINISTRATOR UPDATES** – SC2030 Implementation Meetings; Working with zoning officers in the permitting process; Office visit with ZHB applicants, neighbors and Zoning Officers; Work on Zoning Ordinance redo; Many calls re: zoning issues on existing properties, new projects and r/e for sale; Few calls yet re: pavilion and park rentals; Work on 2025 budget. New construction report: Moving all the files and cabinets into renovated space, cleaning, and new office outfitting. Got rid of old furnishings on Election Day; Worked on CCTV system and installed some technology in conference room. Election Day was busy – interacted with many residents. Met with Eliot from Momentum re: LaserFiche along with Snavely, Boyer and Caernarvon Twp staff. Met with new Bldg. GC and designer, along with painting contractor and manufacture rep re: wall coverings in the conf. room.

**UNFINISHED BUSINESS** –

**NEW BUSINESS:**

**MORALES 2016 ESCROW** – May, seconded by Diehl, made a motion to approve the final escrow release of \$15,229.83 for the 2016 project for Morales on 330 Lakeview Dr. Motion carried, 3-0.

**MORALES 2023 ESCROW** – May, seconded by Burkholder, made a motion to approve escrow reduction of \$37,912.05, leaving a balance of \$2,500.00, for the 2023 project for Morales on 330 Lakeview Dr. Motion carried, 3-0.

**190 SPEEDWELL ESCROW** – Diehl, seconded by Burkholder, made a motion to approve a final cash escrow release request #1 of \$36,918.00 for 190 Speedwell Forge Rd in Lititz for J. Nevin Myer and Karen Heisey, based on two conditions being met, based on DMAI letter from 10.23.2024. Motion carried, 3-0.

**FOX PLUMBING PHASE 1 ESCROW** – May, seconded by Siehl, made a motion to approve a final cash escrow release for Fox Plumbing Phase #1 from \$8,250.00 to \$0.00 Motion carried, 3-0.

**FOX PLUMBING PHASE 2 ESCROW** – May, seconded by Burkholder, made a motion to approve an escrow (LOC) reduction request #1 for Fox Plumbing Phase #2 from \$131,563.00 to \$15,070.00. Motion carried, 3-0.

**GRUBE LOC APPROVAL** – Diehl, seconded by Burkholder, made a motion to approve the Letter of Credit (LOC) in the amount of \$58,373.08 for Grube at 9 Elser Hill Rd. Motion carried, 3-0.

**2025 BUDGET DISCUSSION** – *Discussion re: budget with updates from Miller.*

**2025 BUDGET ADVERTISEMENT** – Diehl, seconded by Burkholder, made a motion to advertise all accounts in the 2025 Budget in the Lititz Record Express for one week. Motion carried, 3-0.

**BURN BAN** – May, seconded by Diehl, made a motion to institute a burn ban for 30 days, beginning November 12, 2024, and ending December 11, 2024. Motion carried, 3-0. **Note: Chief J. Strauss commented on this. Supported it but questioned the ability to enforce it, as PSP will not enforce. Many ag related fires during this season. ET is fortunate there were no woodland fires yet this season given the amount of urban interface in the Township.**

**EMS RENTAL AT BVFC** – *Discussion re: the rental for the EMS unit at the BVFC bldg.*

#### **PUBLIC PARTICIPATION**

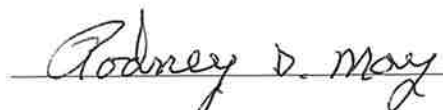
Chief Strauss thanked the Board for their support of the purchase of a new pumper for the FC. It is in service now and is available for public viewing on Monday evenings. Also, he commented on the Pumping Station Road bridge work and how Lebanon County residents can be affected by the bridge closure, in terms of Fire Co response. There was discussion re: the snow plowing and winter maintenance of the Road and how this can support the Fire Co.'s response times.

Martin questioned a driveway access being used on Oak Lane, where a new house is being built and the builder is driving onto the road directly off the grass. Miller will address this with the builder, in conjunction with DMAi on 11.12.24.

#### **OTHER BUSINESS**

- The next regular meeting of the ET Planning Commission (ETPC) will be held on Wednesday, December 4, 2024, beginning at 7:00 p.m.
- The next regular meeting of the ET Board of Supervisors (ETBOS) will be held on Monday December 9, 2024, beginning at 7:00 p.m.
- Adjourn: There being no further business, Diehl, seconded by Burkholder, made a motion to adjourn the meeting. Motion carried, 3-0. The meeting was adjourned at 8:23pm.

Minutes recorded by Loren D. Miller, Township Administrator

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