

***ELIZABETH TOWNSHIP BOARD OF SUPERVISORS***

**DECEMBER 9, 2024**

Chairman Michael S Diehl, Sr., called the Elizabeth Township Board of Supervisors (the Board) (ETBOS) meeting to order on December 9, 2024, at 7:00 p.m., at the Township Building. Also present were Vice Chairman Jeff Burkholder, 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 May, made a motion to approve the Agenda for December 9, 2024. Motion carried, 3-0.

**PUBLIC PARTICIPATION AND GUESTS**

**APPROVE MINUTES**

Burkholder, seconded by Diehl, made a motion approving the minutes of the November 14, 2024 meeting as presented. Motion carried, 3-0.

**TREASURERS REPORT/PAY BILLS**

The Board received the Treasurer's Report, List No. 12, dated December 9, 2024, for the month of November 2024, showing receipts of \$133,309.95 in the General Account. Expenses in the General Account were \$170,107.37. There were receipts of \$1,690.00, with expenses of \$1,808.15 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. 12, dated December 9, 2024, amounting to \$11,912.31, as well as to retroactively approve payment of all expenses in all accounts in November 2024, amounting to \$171,915.52, for a total of \$183,827.83. Motion carried, 3-0.*

**PLGIT Account Balances as of November 30, 2024, are as follows:**

General Account:	\$1,261,284.91
State Account:	\$ 88,167.96
Equipment Fund:	\$ 35,330.78
Park and Recreation Account	\$ 10,880.23
PLGIT Plus:	\$ 296,140.23

**ARP Account Balance as of November 30, 2024, is: \$6.50**

**CORRESPONDENCE RECEIVED**

The Blaze Newsletter was received.

The Financial Statement for the Lititz Library, dated 2022 and 2023, was received.

**REPORTS**

**ZONING** - The Zoning Officer submitted the November 2024 report that detailed all activity for the month. Six permits were issued, with a value of \$573,021.00.

**SEWAGE** - The November 2024 Sewage Enforcement Officer's report was received.

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

**PLANNING COMMISSION** – The minutes from the December 4, 2025 meeting were received.

**ET PARK BOARD/WRRC** –

**BURNING ORDINANCE** – Note: the 30-day burn ban expires Wednesday, December 11, 2025 at midnight.

**FIRST RESPONDER REPORTS**

BVFC responded to 7 calls in November 2024, with 111 calls YTD.

WCAA responded to 26 calls in November 2024, with 277 calls YTD.

The November 2024 WESC report was received.

**ROAD SUPERINTENDENT REPORT** - Road Superintendent, Glenn L. Martin, submitted a report for November 2024 as follows: Tree and brush trimming along roads and intersections; Work on dirt and gravel roads; Filled in road edges drop offs; Repaired hole in culvert slated for replacement; Cleaned leaves and debris from catch basins and gutters; Finished shoulder and bank mowing.

Equipment maintenance: Oil leak repair on mowing tractor; Two PB dumps cooling systems flushed; Installed salt spreaders on trucks as well as lights, spinners and other equipment; Took 2007 PB light bar to EM Kutz to have LED lights installed; Ordered snowplow replacement parts including cutting edges, shoes and curb shoes for the winter season.

**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: Roof repairs; wall carpet issues; new camera system wrap up; paint touch up; moving more files. Worked on the budget. Worked on year-end processes, Christmas cards and BOS gifts to committee members.

**UNFINISHED BUSINESS** –

**NEW BUSINESS:**

**SUPERVISORS COMPENSATION** – Discussion re: Supervisors' compensation changes. Two sample Ordinances that address the possible options have been provided. May, seconded by Burkholder, made a motion to authorize the production and advertisement of an Ordinance increasing Township Supervisor pay to the new amount, as permitted by state law and to be paid on a quarterly basis. Motion carried, 3-0. Note: this new pay amount is only available to a Supervisor that has been elected or reelected, not for Supervisors currently in office.

**GARMAN SWM PLAN** – Diehl, seconded by Burkholder, made a motion to approve, based on the recommendation from ETPC, the Stormwater Plan on 549 Oak Lane for Randy and Holly Garman. Motion carried, 3-0.

**KOCHEL AUDITOR, RESIGN.** – Diehl, seconded by May, made a motion to accept the resignation of Patrick Kochel as Township Auditor. Motion carried, 3-0.

**SWORDS AUDITOR, APPT.** – Diehl, seconded by May, made a motion to appoint a new Auditor, Township Resident Elaine Swords, to replace Patrick Kochel. Motion carried, 3-0.

**ZONING OFFICER APPT.** – Diehl, seconded by May, made a motion to reappoint the firm of David Miller

and Associates (DM/A) as Zoning Officer and Nuisance Ordinance Enforcement Officer and to assist with administration of Stormwater Management Ordinance as well as the IPMC (International Property Maintenance Code) for 2025 and to reappoint Loren Miller as Assistant Zoning Officer for 2025. Motion carried, 3-0.

**REAL ESTATE MILLAGE** - Diehl, seconded by May, made a motion to establish the 2025 Real Estate Tax Millage (Resolution No. 9-2024 at .0005 mil (1/2 mil) which represents \$50.00 per \$100,000 of assessed value. Motion carried, 3-0.

**DIEHM VACANCY BOARD** – Burkholder, seconded by May, made a motion to reappoint Tim Diehm to the ET vacancy board for 2025. Motion carried, 3-0.

**WEAVER ZHB** – Burkholder, seconded by May, made a motion to reappoint Ken Weaver to ET Zoning Hearing Board (Resolution 10-2024). (Note: This is for 3 years). Motion carried, 3-0.

**PARK BOARD** – Diehl, seconded by Burkholder, made a motion to reappoint Michael Landis, A. Thomas Moyer and Lisa Rothermel to serve a 5-year term on the ET Park Board. Motion carried, 3-0.

**2025 BUDGET** – Revisions, if any, to the 2025 General Account, State Account or Park and Recreation Account budget worksheets. Burkholder, seconded by Diehl, made a motion to adopt the Final 2025 General Account (with the Park and Rec included) and State Account budgets. Motion carried, 3-0.

**EMS RENTAL AT BVFC** – Discussion re: the rental for the EMS unit at the BVFC bldg. Diehl, seconded by Burkholder, made a motion to authorize prepaid semi-annual payments of \$2,500.00 for a total of \$5,000.00 to the BVFC for the rental. Motion carried, 3-0.


### **PUBLIC PARTICIPATION**

May wished all in attendance a Merry Christmas and a safe holiday season.

**OTHER BUSINESS** - All meetings held at Elizabeth Township Building, beginning at 7:00 p.m., unless otherwise noted:

- The next regular monthly meeting of the ET Board of Supervisors (ETBOS) will be Monday, January 6, 2025. This is the annual reorganization meeting.
- The next meeting of the ET Board of Auditors will be on Tuesday, January 7, 2025, beginning at 6:15 p.m. This is the annual reorganization meeting.
- The next regular meeting of the ET Planning Commission (ETPC) will be held on Wednesday, January 8, 2025. This is also the annual reorganization meeting.
- The next meeting of the ET Zoning Hearing Board (ETZHB) will be held Wednesday, January 15, 2025. NOTE: this is NOT the normal Wednesday night due to multiple meetings on 1.8.2025.
- The next meeting of the ET Park Board (ETPB) will be held on Thursday, January 2, 2025.
- Adjourn: There being no further business, Burkholder, seconded by Diehl, made a motion to adjourn the meeting. Motion carried, 3-0. The meeting was adjourned at 7:34 pm.

Minutes recorded by Loren D. Miller, Township Administrator

 , Rodney D. May, Secretary-Treasurer