

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

**SEPTEMBER 8, 2025**

Chairman Michael S Diehl, Sr., called the Elizabeth Township Board of Supervisors (the Board) (ETBOS) meeting to order on September 8, 2025, at 7:00 p.m., at the Township Building. Also present were Vice Chairman Jeff Burkholder, Rodney D. May (Secretary-Treasurer), Road Superintendent Glenn Martin, and Loren Miller (Township Administrator). The Pledge of Allegiance to the Flag was recited. Diehl also requested attendees observe a moment of silence in remembrance of the events of September 11, 2001, the lives lost and all those affected.

### **AGENDA APPROVAL**

Burkholder, seconded by May, made a motion to approve the Agenda for September 8, 2025. Motion carried, 3-0.

### **PUBLIC PARTICIPATION AND GUESTS**

### **APPROVE MINUTES**

May, seconded by Diehl, made a motion approving the minutes of the August 11, 2025, meeting as presented. Motion carried, 3-0.

### **TREASURERS REPORT/PAY BILLS**

The Board received the Treasurer's Report, List No.9, dated September 8, 2025, for the month of August 2025, showing receipts of \$132,62.49 in the General Account. Expenses in the General Account were \$140,889.09. There were no receipts, with expenses of \$2,634.52 in the Park and Recreation Account. There were no receipts, with expenses of \$186,883.91 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.9 dated September 8, 2025, amounting to \$2,868.13, as well as to retroactively approve payment of all expenses in all accounts in August 2025, amounting to \$330,407.52, for a total of \$333,275.65. Motion carried, 3-0.***

### **PLGIT Account Balances as of August 31, 2025, are as follows:**

General Account:	<b>\$1,302,294.43</b>
State Account:	<b>\$ 79,042.85</b>
Equipment Fund:	<b>\$ 36,456.61</b>
Park and Recreation Account	<b>\$ 9,690.34</b>
PLGIT Plus:	<b>\$ 305,801.64</b>

### **CORRESPONDENCE RECEIVED**

### **REPORTS**

**ZONING** - The Zoning Officer submitted the August 2025 report that detailed all activity for the month. 11 permits were issued, with a value of \$500,813.85.

**SEWAGE** – Miller updated the Board on the activities of the SEO and SEO alternate. One resident had a question answered regarding sewage issues on Bomberger Road in August 2025.

**STORM WATER MANAGEMENT/ENGINEERING** – The August 2025 report was received.

**PLANNING COMMISSION** – The September 3 2025 ETPC minutes were received.

**ET PARK BOARD/WRRC** – The September 4, 2025 ETPB minutes were received.

**BURNING ORDINANCE** – No recorded violations.

**FIRST RESPONDER REPORTS**

BVFC responded to 12 calls in all areas in August 2025, with 112 calls YTD.

WCAA responded to 12 calls in ET in August 2025, with 158 calls YTD.

The August 2025 WESC report was received.

**ROAD SUPERINTENDENT REPORT** - Road Superintendent, Glenn L. Martin, submitted a report for August 2025: Filling in road edges; Weed eating of intersections and guiderails and shoulder mowing; Mumma Road culvert repairs; unclogged Elser Hill Road bridge; Pumping station Road culvert project is finished. Road open. Equipment clean up. Park work: trim pines at PEP; replace storm water grate at Community Park and install signs in restrooms regarding drinking water.

**TOWNSHIP ADMINISTRATOR UPDATES** – 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. Work on Laserfiche project with Caernarvon Township and Momentum Consulting. Continued sorting of old files. Hung speed sign. Worked on annual budget. Introductory work on updated official map. Attended a PSATS regional forum. Posted ZHB signs. Worked on phone system, network and server. Reminded Board of age of network and the need to upgrade hardware in the 2027 fiscal year.

**NEW BUSINESS:**

**ROB WALKER – WARWICK AMBULANCE** – Chief Rob Walker, Executive Director of Warwick Community Ambulance Association, was present to ask the Board for their support in securing a DCED LSA grant to purchase and equip a new ALS unit to be based in the Township. He requested a Resolution to support this grant application be passed in October. The Board spoke favorably in support of this request.

**NEW HAVEN MENNONITE SCHOOL** – Tom Matteson, of Diehm and Son, presented an LDP for New Haven Mennonite School. The plan intends to demo part of the existing structure, add back more impervious building, reroute the main entrance, add SWM controls, and make provision for a dumpster pad, among other things. Burkholder, seconded by May, made a motion to grant provisional approval of the New Haven Mennonite School LDP, based on the recommendation from the ETPC dated September 3, 2025, and a letter from DMAI dated August 6, 2025. Motion carried, 3-0.

**STOLTZFUS FINAL SUBDIVISION PLAN EXTENSION** – Burkholder, seconded by Diehl, made a motion to approve a 90-day extension for the Stoltzfus Final Subdivision Plan at 350 Evan Road. Motion carried, 3-0.

**STOLTFUS FINAL SUBDIVISION PLAN APPROVAL** – Diehl, seconded by May made a motion to grant conditional approval of the Stoltzfus Final Subdivision Plan at 350 Evans Road, based on the recommendation from the ETPC dated September 3, 2025, and a letter from David Miller and Associates dated September 2, 2025, with the exception of the waiver request # \_\_\_\_\_ for the widening of the road which will be a deferral. Motion carried, 3-0.

**ESCROW REDUCTION GARMAN - OAK LANE** – May, seconded by Burkholder, made a motion to approve an escrow reduction for Randy and Holly Garman at 549 Oak Lane by \$62,464.36, from \$84,436.00 to \$21,971.64. Motion carried, 3-0.

**ESCROW REDUCTION KREIDER - BOMBERGER ROAD** – Diehl, seconded by Burkholder, made a motion to approve an escrow reduction for Larry and Laverne Kreider at 70 Bomberger Road by \$4,354.02, from \$9,964.02 to \$5,610.00. Motion carried, 3-0.

**ESCROW RELEASE MORALES – LAKEVIEW DRIVE** - Burkholder, seconded by Diehl, made a motion to approve a final escrow release for Carmelo and Brenda Morales at 330 Lakeview Drive for \$2,500.00. Motion carried, 3-0.

**DISCUSSION RE: PEP PLAYGROUND** – Martin asked the Board for their thoughts on the need for an inspection of the playground equipment at PEP. The manufacturer has indicated that the equipment is compliant with all requirements but hasn't provided documentation to that effect. Martin will contact the Lititz Rec Center and coordinate an inspection.

**RESOLUTION 9-2025 2025 MMO** – Burkholder, seconded by Diehl, made a motion to approve Resolution 9-2025, the Defined Benefit MMO. Motion carried, 3-0.

**FARM SHOW FIRE POLICE** – Burkholder, seconded by May, made a motion to approve the BVFC Special Fire Police to provide security, traffic and crowd control to the Manheim Farm Show Parade, October 8, 2025, from 5:15 pm to 10:00 pm. Motion carried, 3-0.

**ORDINANCE 2025-01** – Burkholder, seconded by Diehl, made a motion to approve advertising of Ordinance #2025-01 re: Speed Limitation on Evans Road, from Newport Road to Mumma Road. Motion carried, 3-0.

#### **PUBLIC PARTICIPATION**

- Burkholder, based on feedback from many Twp residents, recognized Glenn Martin for his excellent work on Mumma and Evans Roads, among other summertime projects he tackled mostly on his own due to staffing shortages.
- May noted that the 2026 Summer Concert Series has been planned, along with the featured musical acts.

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

- The next regular meeting of the ET Planning Commission (ETPC) will be held on Wednesday, October 1, 2025.
- The next regular monthly meeting of the ET Board of Supervisors (ET OBS) will be Monday, October 13, 2025, with the budget meeting on Monday October 20, 2025, at 6:30 p.m.
- The next regularly scheduled meeting for the ET Park Board (ETPB) will be held on Thursday, November 6, 2025.
- The next regularly scheduled meeting of the ET Zoning Hearing Board (ETZHB) will be held on Wednesday, September 10, 2025, and again Wednesday, October 8, 2025.
- 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 7:49 p.m.

Minutes recorded 9.8.2025 by Loren D. Miller, Township Administrator

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