

ELIZABETH TOWNSHIP BOARD OF SUPERVISORS

JANUARY 5, 2026

Chairman Michael S. Diehl, Sr., called the Elizabeth Township Board of Supervisors (the Board) (ETBOS) meeting to order on January 5, 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.

BOARD REORGANIZATION

May, seconded by Burkholder, made a motion to elect Diehl as Chairman and Burkholder as Vice Chairman and to appoint May as Secretary-Treasurer. Motion carried, 3-0.

AGENDA APPROVAL

May, seconded by Diehl, made a motion to approve the Agenda for January 5, 2026. Motion carried, 3-0.

PUBLIC PARTICIPATION

Chief Jeff Strauss was present, along with Keith Rothermel, of the Brickerville Volunteer Fire Company. He offered his thanks for the continued support of the ET BOS the past year and expressed his hope for continued cooperation going forward. He noted that a more detailed 2025 annual report is forthcoming from WESC. Chief Strauss briefly covered some data points: 180+ calls in 202, 45 car crashes, and 11-12 structure fires. He also recognized that staffing/personnel levels are currently strong. Diehl offered his thanks on behalf of the BOS for the FC's service and partnership in serving the Township.

APPROVE MINUTES

May, seconded by Diehl, made a motion approving the minutes of the December 29, 2026, meeting as presented. Motion carried, 3-0.

TREASURERS REPORT/PAY BILLS

The Board received the Treasurer's Report, List No 1, dated January 5, 2026, for the month of December 2025, showing receipts of \$41,241.77 in the General Account. Expenses in the General Account were \$217,973.82. There were receipts of \$1,610.00, with expenses of \$430.84 in the Park and Recreation Account. There were no receipts or expenses in the State Account. ***Burkholder, seconded by Diehl, made a motion to accept the Treasurer's Report. Motion carried, 3-0.***

Burkholder, seconded by Diehl, made a motion to pay the bills on List No.1 dated January 5, 2026, amounting to \$15,097.88, as well as to retroactively approve payment of all expenses in all accounts in December 2025, amounting to \$218,404.66 for a total of \$233,502.54. Motion carried, 3-0.

PLGIT Account Balances as of December 31, 2025, are as follows:

General Account:	\$1,052,948.47
State Account:	\$ 80,070.69
Equipment Fund:	\$ 36,930.69
Park and Recreation Account	\$ 4,767.43
PLGIT Plus:	\$ 309,867.59

CORRESPONDENCE RECEIVED

REPORTS

ZONING - The Zoning Officer submitted the December 2025 report that detailed all activity for the month. Six permits were issued, with a value of \$1,568,404.00.

SEWAGE –

STORM WATER MANAGEMENT/ENGINEERING –

ET PARK BOARD/WRRC/ET PLANNING COMMISSION –

BURNING ORDINANCE – One infraction resulting in mailing updated burning ordinance.

FIRST RESPONDER REPORTS

BVFC responded to 20 calls in all areas in December 2025, with 182 calls YTD.
WCAA responded to 20 calls in ET in December 2025, with 232 calls YTD.
The December 2025 WESC report was received.

ROAD SUPERINTENDENT REPORT - Road Superintendent, Glenn L. Martin, submitted a report for December 2025. Work included: snow and ice control events; high wind events that took down poles and trees; filling of holes on dirt and gravel roads; chipping up brush at Pewter Dr repair site; sign work. Equipment maintenance: new tires on T1 2014 PB dump, a few small repairs on T1 lightbar and bed ladder; Don Moyer helped out a few days in Dec and serviced T1, the 310 backhoe and repaired the reddi-heater. Reed serviced the chipper. The 2014 PB T1 dump was taken to Peterbilt for a headlight issue, windshield wipers and land line plug. Note: the Board agreed that Part-time snow and ice removal labor will be paid at \$30.00/hour.

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; Parking Ordinance work; Sewage Ordinance work; Many calls re: zoning issues on existing properties, new projects and r/e for sale. Continued sorting of old files. Finalized annual budget. Posted ZHB signs. Worked on website, network and server. Posted the Speed sign in Elm Crest in December at a resident request. Worked on year end processes for new year start.

NEW BUSINESS:

TWP LEGAL – Burkholder, seconded by May, made a motion to retain the law firm of Morgan, Hallgren, Crosswell and Kane as Township Solicitor and to retain the law firm of Russell, Krafft and Gruber, LLC, for ETZHB (Zoning Hearing Board) for 2026. Motion carried, 3-0.

BURNING ENFORCEMENT – Burkholder, seconded by May, made a motion to reappoint Kirk Wolfe as Burning Enforcement Officer for 2026. Motion carried, 3-0.

SEO/BANKING/FIRE POLICE RESOLUTIONS – Diehl, seconded by Burkholder, made a motion to approve and adopt Resolution 1-2026 / SEO Fee Schedule (for the month of January and pending future Board review), Resolution 2-2026 designating PLGIT, Valley Forge, PA and JBT (Jonestown Bank and Trust), Lebanon, PA, as depositories for Elizabeth Township funds for 2026, and Resolution 3-2026, the Fire Police Authorization for 2026 Emergency and Non-emergency traffic control. Motion carried, 3-0.

PSATS – Diehl, seconded by May, made a motion to appoint Loren Miller as Voting Delegate to the 2026 PA State Assn. of Township Supervisors Convention to be held in Hershey, PA, April 19-22, 2026. Motion carried, 3-0.

IRS MILEAGE – May, seconded by Diehl, made a motion to set 2026 mileage rate for use of personal vehicles to perform township business (the IRS has set the 2026 rate to .725/mile.) Motion carried, 3-0.

BOS WAGES – Burkholder, seconded by Diehl, made a motion to make a recommendation to Township auditors of hourly wages to be paid to Supervisors when working for the Township in a capacity other than Elected Supervisors (currently at \$25.00). Motion carried, 3-0.

FC APPTS – Burkholder, seconded by Diehl, made a motion to reappoint Brickerville Volunteer Fire Co., Penryn Fire Co., and Brunnerville Fire Co. as emergency providers for the Township. Motion carried, 3-0.

FC FUNDRAISING – Diehl, seconded by Burkholder, made a motion to acknowledge and authorize fund raising activities of the Brickerville Volunteer Fire Company during 2026. Motion carried, 3-0.

WESC AUTHORIZATION - Diehl, seconded by Burkholder, made a motion to approve Duane Ober as WESC Fire Commissioner and Mike Smith as WESC Deputy Fire Commissioner for 2026, authorizing their ability to provide leadership and guidance to all member municipalities, including Elizabeth Township, and their respective fire companies and ambulance companies, to include roles in operations, administration, investigation, and enforcement, as detailed in their job descriptions. Motion carried, 2-0, with May abstaining.

WAAB – Burkholder, seconded by May, made a motion to appoint Eli “Sonny” Ebersol as member and Daniel J. Weik as alternate to the Warwick Area Appeals Board (WAAB). Motion carried, 3-0.

PUBLIC PARTICIPATION – *Strauss also commented on fallen trees on Rt 501 and Rt 322 that have blocked traffic or struck vehicles cars in recent months. He is concerned about ongoing issues and dangerous conditions along the corridors. May commented on the recent retirement of Chief Mearig from the Brunnerville Fire Company after 25 years serving as Chief.*

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

- The next monthly meeting of the ET Board of Supervisors (ETBOS) will be on Monday February 9, 2026.
- The annual reorganization meeting of the ET Board of Auditors will be on Tuesday, January 6, 2026, beginning at 6:15 p.m.
- The next regularly scheduled meeting for the ET Park Board (ETPB) will be on Thursday, January 8, 2026.
- The next regular meeting of the ET Planning Commission (ETPC) will be on Wednesday, February 4, 2026.
- The next regularly scheduled meeting of the ET Zoning Hearing Board (ETZHB) will be on Wednesday, January 14, 2026.
- 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 7:43 p.m. Minutes recorded 1.5.2026 by Loren D. Miller, Township Administrator

 , Rodney D. May, Secretary-Treasurer