

***ELIZABETH TOWNSHIP BOARD OF SUPERVISORS***

**DECEMBER 8, 2025**

Chairman Michael S. Diehl, Sr., called the Elizabeth Township Board of Supervisors (the Board) (ETBOS) meeting to order on December 8, 2025, at 7:00 p.m., at the Township Building. Also present were Rodney D. May (Secretary-Treasurer), Road Superintendent Glenn Martin, and Loren Miller (Township Administrator). Vice Chairman Jeff Burkholder was absent. The Pledge of Allegiance to the Flag was recited.

**AGENDA APPROVAL**

May, seconded by Diehl, made a motion to approve the Agenda for December 8, 2025. Motion carried, 2-0.

**PUBLIC PARTICIPATION AND GUESTS**

**APPROVE MINUTES**

Diehl, seconded by May, made a motion approving the minutes of the November 10, 2025, meeting as presented. Motion carried, 2-0.

**TREASURERS REPORT/PAY BILLS**

The Board received the Treasurer's Report, List No 12, dated December 8, 2025, for the month of November 2025, showing receipts of \$140,313.73 in the General Account. Expenses in the General Account were \$115,192.12. There were no receipts, with expenses of \$2,692.54 in the Park and Recreation Account. There were no receipts or expenses in the State Account. *May, seconded by Diehl, made a motion to accept the Treasurer's Report. Motion carried, 2-0.*

*May, seconded by Diehl, made a motion to pay the bills on List No.12 dated December 8, 2025, amounting to \$36,438.44, as well as to retroactively approve payment of all expenses in all accounts in November 2025, amounting to \$117,884.66, for a total of \$154,404.20. Motion carried, 2-0.*

**PLGIT Account Balances as of November 30, 2025, are as follows:**

|                             |                |
|-----------------------------|----------------|
| General Account:            | \$1,342,608.92 |
| State Account:              | \$ 79,822.31   |
| Equipment Fund:             | \$ 36,816.13   |
| Park and Recreation Account | \$ 3588.27     |
| PLGIT Plus:                 | \$ 308,883.44  |

**CORRESPONDENCE RECEIVED**

A follow-up pricing update re: tipping weight tonnage costs was received from LCSWMA.

**REPORTS**

**ZONING** - The Zoning Officer submitted the November 2025 report that detailed all activity for the month. Four permits were issued, with a value of \$160,311.03.

**SEWAGE** – *No report was received.*

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

**PLANNING COMMISSION** – *There was no December ETPC Meeting.*

**ET PARK BOARD/WRRC** – The November 6, 2025 ETPB minutes were received.

**BURNING ORDINANCE** – *There were no reported incidents in November.*

**FIRST RESPONDER REPORTS**

BVFC responded to 25 calls in all areas in November 2025, with 162 calls YTD.

WCAA responded to 21 calls in ET in October 2025, with 212 calls YTD.

The November 2025 WESC report was received.

**ROAD SUPERINTENDENT REPORT** - Road Superintendent, Glenn L. Martin, submitted a report for November 2025. Work included: Culvert Replacement on Pewter Drive. Waiting on PPL to get back to ET on backfilling around their lines. Paving work at entrance at the Community Park and the culvert areas on Evans, Mumma and Pewter Drive. Moving materials and equipment back into pole shed after new floor. Prepping equipment for snow season. Some snow and ice control already this year. Reed now has some good experience with it. Equip maintenance: Winter season preps. Smokey helped one day with servicing on F-550-replacing its batteries. He also checked the anti-freeze on all the equipment. The 2014 PB dump was in the shop with emissions issues. It was towed to the PB dealer for repairs and reprogramming.

**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. Worked on annual budget.. Worked on website, network and server. Worked with CPAs. State Pension Audit was conducted. Met with Pretzel Hut owners along with TWP, BVFC, and WESC reps re: parking and traffic issues. Hosted the General Election for ET – very busy day.

**NEW BUSINESS:**

**ORDINANCE 2025-03 FOR ZONING** – A public hearing was held on Proposed Ord. No.3 to amend Chapter 185, Zoning, to add definitions, revise uses permitted in various districts and update regulations. The Ord. was duly advertised and posted. Following discussion, Diehl, seconded by May, made a motion to adopt Ord No. 2025-3. Motion carried, 2-0.

**ORDINANCE 2025-04 FOR SEWAGE**– A public hearing was held on Proposed Ord. No.4 to amend Chapter 140, Sewers, Article II, Holding Tanks and Privies. The Ord. was duly advertised and posted. Following discussion, Diehl, seconded by May, made a motion to adopt Ord No. 2025-4. Motion carried, 2-0.

**SWMP FOR 1065 FURNACE HILLS PIKE** – After a presentation by Randy Dautrich from Dautrich Engineering, Diehl, seconded by May, made a motion to approve the SWM Plan for 1065 Furnace Hills Pike, contingent upon and subject to comments and conditions from any or all the following: Township Solicitor, Township Engineer, Township Sewage Enforcement Officer and Township Administrative staff. Motion carried, 2-0.

**ESCROW FOR ZIMMERMAN 68 BOMBERGER RD** – Diehl, seconded by May, made a motion to approve a final escrow release at 68 Bomberger Road from \$63,922.10 to zero, based on a recommendation letter from DMA/I dated November 24, 2025. Motion carried, 2-0.

**APPT FOR ZONING, STORMWATER AND IPMC** – Diehl, seconded by May, made a motion to appoint 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 2026 and to appoint Loren Miller as Assistant Zoning Officer for 2026. Motion carried, 2-0.

**APPT FOR SEWAGE ENFORCMENT** – Diehl, seconded by May, made a motion to appoint Charity Hain of David Miller and Associates (DM/A) as Sewage Enforcement Officer, with Nate Kurtz of DM/A and Brian McFeaters serving as Alternates. Motion carried, 2-0.

**2026 TAX MILLAGE** – Diehl, seconded by May, made a motion to establish the 2026 Real Estate Tax Millage (Resolution No. 12-2025 at .0005 mil (1/2 mil) which represents \$50.00 per \$100,000 of assessed value. Motion carried, 2-0.

**ET VACANCY BOARD** – Diehl, seconded by May, made a motion to appoint Tim Diehm to the ET Vacancy Board. Motion carried, 2-0.

**ET ZONING HEARING BOARD** – Diehl, seconded by May, made a motion to reappoint Lisa Hocker to the ET Zoning Hearing Board (Resolution 13-2025). (Note: This is for 3 years). Motion carried, 2-0.

**ET PLANNING COMMISSON** – Diehl, seconded by May, made a motion to reappoint Carol Moulds, Carol Weaver and Tom Hall to the ET Planning Commission. Motion carried, 2-0.

**ET PARK BOARD** – Diehl, seconded by May, made a motion to reappoint Ken Fillo to serve a 5-year term on the ET Park Board. Motion carried, 2-0.

**ET PARK BOARD** - May, seconded by Diehl, made a motion to appoint Hannah Matarazzi to serve a 5-year term on the ET Park Board. Motion carried, 2-0.

**2026 BUDGET** - Revisions, if any, to the 2026 General Account (including Park), State Account or Reserve Account budget worksheets. A new shoulder mowing tractor was discussed at an approximate cost of \$115k. The Board agreed to defer this conversation to the 2027 budget.

**PARKING LOT LIGHTS** – A discussion re: ET Muni Bldg Parking Lot lights. There were bids received from Brickerville Electric and Shertzer Electric. Diehl, seconded by May, made a motion to approve the Shertzer bid (to be modified by removing the line item containing Wall Packs.) Motion carried, 2-0.

### **PUBLIC PARTICIPATION**

May noted extraordinary service by the Township Road crew and Brickerville Volunteer Fire Company in the past few months. They have performed excellent work in cleaning up downed trees on State and Township Roads, at all hours of the day and night.

**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, January 7, 2026.
- The next regular monthly meeting of the ET Board of Supervisors (ETBOS) will be Monday, December 29, 2025, at 6:30 pm and again Monday January 5, 2026, at 7:00 p.m.
- The next regularly scheduled meeting for the ET Park Board (ETPB) will be held on Thursday, January 8, 2026.
- The next regularly scheduled meeting of the ET Zoning Hearing Board (ETZHB) will be held on Wednesday, January 14, 2026.

- Adjourn: There being no further business, Diehl, seconded by May, made a motion to adjourn the meeting. Motion carried, 2-0. The meeting was adjourned at 7:37 pm.

Minutes recorded 12.8.2025 by Loren D. Miller, Township Administrator

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