

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

March 10, 2014

The Elizabethtown Borough Council met on March 10, 2014 in the Municipal Building at 14 South Market Street in Elizabethtown, Pennsylvania. Vice-President James Facinelli called the meeting to order at 7:00 PM. The meeting opened with the Pledge of Allegiance.

Present:

Roll call taken with the following present Mandy Carl, Travis Enders, James Facinelli, Dennis Henninger, Russell Snyder Jr. Gary Shadle and Robert Spalluto were absent.

Also present: Linus Fenicle, Borough Solicitor; Peggy Kahler, Secretary; Matt Schaffner, Borough Maintenance. Justin Challenger, Mayor (arrived 7:30pm).

Guests: Tracy and Remy Schrey – Upper Dauphin Recreation Association
Chrisite Hockenberry, Borough Resident

Approval of Minutes: Motion made by Mandy Carl, seconded by Russell Snyder to approve the minutes from the monthly meetings of February 10, 2014 as presented. Motion carried.

Acknowledgement of Guests:

Vice-President Facinelli recognized Tracy Schrey, President of the Upper Dauphin Recreation Association. The organization has renewed their General Liability Policy and license from the Department of Health. Lifeguard recertification and Learn-to-Swim lessons are scheduled. Twelve Hundred membership applications were distributed at the Upper Dauphin School District.

The pool rates will remain the same as last year; payment plans are now available when purchasing a pool membership. The pool season will run from May 31st to August 17, 2014.

Available bank balance is \$1300; however there is an outstanding invoice from Aquality Pools for pool closing services 2013. Several fundraisers ideas and small grants are being researched.

Doug Boyer continues to monitor the cracks in the return lines.

Council advised Ms. Schrey that beginning April 1st they were expecting a detailed Income and Expense Statement be presented at every council meeting. Borough Council made a commitment with Dauphin County to assure the pool remains open for the next three years, all financial information must be disclosed.

Vice-President Facinelli next recognized Christie Hockenberry who registered a complaint about the condition of the condition of the property at 64 Broad Street.

Review of Correspondence: All correspondences were made available to Council, will the following action.

Easter Egg Hunt: Motion made by Russell Snyder, seconded by Mandy Carl authorizing the Elizabethtown Girl Scouts to hold the annual Easter Egg Hunt on Saturday April 13, 2014 in the Borough Park. The event will be held rain or shine. Motion carried.

COMMITTEE REPORTS:

Streets & Maintenance – Chairman J. Facinelli reported that Raudenbush Engineering is scheduled to review the borough streets March 28th. Quotes are being obtained on renting a street sweeper or purchasing a sweep broom that mounts onto the dump truck.

Police & Safety – Nothing to report at this time.

Codes Enforcement Officer - Monthly report on file, nothing further to report.

Building, Lighting & Grounds - Nothing to report at this time.

Water, Refuse & Sewage – Nothing to report at this time.

Planning & Development - Nothing to report at this time.

Budget & Finance – Nothing to report at this time.

Park & Recreation – Chairman T. Enders reported that the Elizabethville Athletic Association (EAA) and Upper Dauphin Recreation Association (UDRA) have signed their lease agreements with the borough. Several pipes at the pool are damaged due to the severe cold temperatures. Bid requests to repair a pavilion beam were sent to British Masonry, Double D Builders and Groff Brothers. British Masonry was the only bid returned.

COG – The monthly meeting for COG will be held at the Wayne Township Building.

Insurance – Chairwoman M. Carl reported that the Borough's Insurance Policy renews on June 1st; this is the third year the borough has been with Selective Insurance. The committee will seek quotes from several companies before that time.

Personnel – Chairwomen M. Carl reported that the Personnel Manuals were distributed to council for their review. When completed they will be given to the respective employee. Ten resumes were received for the Code Enforcement position; four applicants were interviewed. The committee is recommending council hires Maryellen Chenoweth. She has twenty-five years of experience in property management and proficient with software applications and computer skills. She has no other jobs and is available to work immediately.

Mayor's Report – Mayor Challenger reported that Dauphin County Conservation District is holding a two day workshop to discuss new rules surrounding Low Volume and Gravel Roads. It would be beneficial if Matt Schaffner could attend one of the sessions.

Solicitor's Report – Linus Fenicle advised council that the Notice of change in Assessment came through for 68 Moore Street (Parcel # 26-027-029) the property is now tax exempt.

Engineer's Report – Nothing to report.

UNFINISHED BUSINESS:

Administrative Building Permit - Nothing new to report, still under review.

NEW BUSINESS:

Resolution 2014-05 : Motion made by Travis Enders, seconded by Dennis Henninger to appoint Justin Challenger as the Flood Plain Administrator for the Borough of Elizabethville. Motion carried.

Pavilion Beam Replacement: Motion made by Travis Enders, seconded by Dennis Henninger to accept the quote from British Masonry of \$1,567.00. Beam replacement work should be completed by April 30th per the specs, a copy of liability insurance must be on file within 10 days, and invoice will not exceed the quoted price. Motion carried. (James Facinelli abstained from the vote; both are colleagues).

Code Enforcement Officer: Motion made by Mandy Carl, seconded by Dennis Henninger to hire Maryellen Chenoweth for the position of Code Enforcement Officer at \$14.50 per hour pending a clear background search, position does not hold benefits and will not exceed twenty hours per week. Motion carried.

Christopher & Denise Franki Sub-Division: Motion made by Dennis Henninger, seconded by Russell Snyder authorizing Council Vice President to sign the letter for Tri-County Planning stating council has reviewed the sub-division plan. Motion carried.

Employee Workshop and Travel Expense: Motion made by Travis Enders, seconded by Dennis Henninger authorizing Matt Schaffner to attend a training workshops on March 26th, 27th and April 1st; and to submit receipts to be reimbursed for allowable expenditures. Motion carried.

Borough Office Hours: Motion made by Travis Enders, seconded by Russell Snyder authorizing the Borough Secretary to close the office the afternoon of March 13th to conduct business at the Dauphin County Court House. Motion carried.

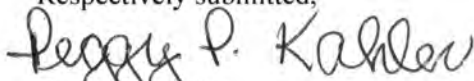
REVIEW OF FINANCIAL REPORTS:

Motion made by Travis Enders, seconded Russell Snyder to accept the Financial Reports as presented. Roll Call vote: M. Carl (yes); T. Enders (yes); J. Facinelli (yes); D. Henninger (yes); R. Snyder (yes). Motion carried unanimously.

Total Revenue	\$36,577.86
Total Expenditures	\$18,617.94

Adjourn: Motion made by Dennis Henninger, seconded by Travis Enders to adjourn at 8:15 PM. Motion carried.

Respectively submitted,


Peggy P. Kahler
Borough Secretary