

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

November 10, 2014

The Elizabethtown Borough Council met on November 10, 2014 in the Municipal Building at 14 South Market Street in Elizabethtown, Pennsylvania. President Gary Shadle 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, Gary Shadle, Russell Snyder Jr. and Rodney Spicher.

Also present: Linus Fenicle, Borough Solicitor; Peggy Kahler; Borough Secretary; Matt Schaffner, Borough Maintenance; Maryellen Chenoweth; Code Enforcement Officer; Mayor Justin Challenger.

Guests: None

Executive Session: Motion made by Gary Shadle, seconded by Dennis Henninger to enter into a closed session at 7:01 PM to discuss legal matters. Council returns to open session at 7:10 PM. No action taken.

Approval of Minutes: Motion made by Jim Facinelli, seconded by Russell Snyder to approve the minutes of October 13, 2014 with changes. Motion carried.

Review of Correspondence: All correspondences were made available to Council.

- Russell Snyder's term on the Elizabethtown Area Authority expires December 31, 2014. Mr. Snyder is not interested in being reappointed.
- The Upper Dauphin Recreation Association is scheduled to meet with the Dauphin County Gaming Board on November 13, 2014, to discuss their grant application.

COMMITTEE REPORTS:

Streets & Maintenance – Chairman J. Facinelli reported; leaf pick-up is underway. **Moore Street** – A failed culvert needs to be repaired before winter. The landfill (dump) officially closed on November 1st, and will not reopen until April 1, 2015.

Police & Safety – Items discussed in closed session.

Codes Enforcement Officer – All council members received copies of the monthly report. Report on file.

Building, Lighting & Grounds – President Shadle advised council that Jack Raudenbush recommends the borough hires an architect to review and spec the building improvements at 68 Moore Street. An architect will have knowledge of the current building codes and permits that are required. Three architect firms were contacted for proposals.

Proposal Reviews: Motion made by Travis Enders, seconded by Dennis Henninger to refer all architect proposals to Jack Raudenbush for further review and comments. Motion carried.

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

Planning & Development - Nothing to report at this time.

Budget & Finance – Items covered under Unfinished Business.

Park & Recreation – Monthly report from the Upper Dauphin Recreation Association (UDRA) received and on file. Nothing further to report.

COG – No report.

Insurance – Nothing to report at this time.

Personnel – Chairwoman M. Carl advised council that the revised Personnel Manual needed to be adopted. The committee was asked to see if they could get the Unemployment Compensation Rate reduced.

Personnel Manual: Motion made by Jim Facinelli, seconded by Russell Snyder to adopted the New Personnel Manual, changes effective 11/10/2014. Motion carried.

Mayor's Report: Mayor Challenger advised council that if the Borough's Landfill meets certain conditions they may need an Erosion Settlement Protection Plan and permits from DEP. He recommended we contact our county representative for technical assistance.

Dauphin County Conservation District: Motion made by Travis Enders, seconded by Dennis Henninger authorizing the Borough Secretary to contact Steve Fry; Dauphin County Conservation District to schedule a field view and a technical evaluation of the landfill area. Motion carried.

Solicitor's Report – Linus Fenicle prepared a memo on selling requirements for municipalities. Memo to be distributed to all council members.

Engineer's Report – Items covered under Buildings .

UNFINISHED BUSINESS:

Emergency Management Coordinator Letter: Motion made by Travis Enders, seconded by Jim Facinelli authorizing the Borough Secretary to send a letter to Russell Walborn Sr. with a timeframe for the completion of required EMA reports; (checklist, emergency operation plan, equipment schedule, NARM). Motion carried.

2015 Budget Advertisement: Motion made by Jim Facinelli, seconded by Dennis Henninger to advertise the proposed budget for adoption at the December 8, 2014 meeting. Budget reflects a .75 % millage increase for municipal real estate. Roll Call vote: M. Carl (no); T. Enders (no); J. Facinelli (yes); D. Henninger (no); G. Shadle (yes); R. Snyder (yes); R. Spicher (yes). Motion carried.

NEW BUSINESS:

Community Family Fun Fall Festival: Motion made by Travis Enders, seconded by Jim Facinelli to allow The Northern Dauphin Human Services Center to hold an event (Community Family Fun Fall Festival) in the Elizabethville Borough Park on October 17, 2015. All fees will be waived; Dauphin County must provide a certificate of liability insurance. Motion carried.

Bid Opening -Multifunction Copier:

<u>Company Name</u>	<u>Model</u>	<u>Price</u>
• Cloud 5	HP Laser Jet 500	\$2,791.00
• WPS	Savin SP 5200S	\$2,727.06
• WPS	Sharp MX-B402	\$2,689.41
• Quality DOT	Kyocera 350idn	\$2,340.00
• Quality DOT	Konica-Minolta	\$2,436.00
• Quality DOT	Kyocera Task Alfa 3501i	\$3,661.00

Councilman R. Spicher will review all bids and advise council at the next meeting on which company best match the requested specification.

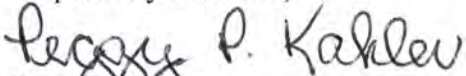
REVIEW OF FINANCIAL REPORTS:

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

Total Revenue \$ 21,412.90
Total Expenditures \$ 98,730.57

Adjourn: Motion made by Dennis Henninger, seconded by Travis Enders to adjourn at 9:10 PM. Motion carried.

Respectively submitted,



Peggy P. Kahler
Borough Secretary