

**ELIZABETHVILLE BOROUGH  
COUNCIL MEETING  
MINUTES**

**December 8, 2014**

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The Elizabethville Borough Council met on December 8, 2014 in the Municipal Building at 14 South Market Street in Elizabethville, 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 was absent.

**Guests:** Jeff Fetterhoff, Resident

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**Approval of Minutes:** Motion made by Travis Enders, seconded by Jim Facinelli to approve the minutes of November 10, 2014 with changes. Motion carried.

**Review of Correspondence:** All correspondences were made available to Council. No further action.

**COMMITTEE REPORTS:**

**Streets & Maintenance** – Chairman J. Facinelli reported; leaf pick-up service is over for the year. The inlet on **Moore Street** was repaired; an entry door on the salt shed was rehung. Crack sealing and pothole patching was completed on Broad and Bender Streets. The part time employee is in training and currently learning the proper techniques for plowing and salting the Borough streets.

**Police & Safety** – Nothing further to report

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

**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** – Adoption of 2015 Budget listed on the agenda.

**Park & Recreation** – Chairman T. Enders reported; council received the monthly report from the Upper Dauphin Recreation Association. The Association and the Borough presented their Grant Application to the Gaming Advisory Board on November 13<sup>th</sup>. At the recommendation of the Gaming Board, UDRA submitted a reduced quote for concrete decking repairs.

COG – No report.

Insurance – Chairman M. Carl advised council she is exploring options on how to get the Workers Compensation Insurance reduced. The Borough possibly could qualify for a 5% reduction by forming a “Safety Committee”. Project is ongoing.

Personnel – Chairwoman M. Carl reported; all employees (except the Part Time Maintenance) received their Personnel Manual and yearly performance review. The committee was asked to research options to get the Unemployment Compensation Rate reduced.

Mayor’s Report: Nothing to report at this time.

Solicitor’s Report – Nothing to report at this time.

Engineer’s Report – Jack Raudenbush, Raudenbush Engineering Inc. was asked to review and comment on the proposals received for design services to renovate an existing structure into a Municipal Building at 68 Moore Street. The following quotes were reviewed.

- By Design Consultants, Inc. \$15,525.
- Thompson Associates \$ 8,970.
- Chris Dawson Architect \$21,500.

The proposal ‘By Design Consultants’ was the best value for developing 68 Moore Street. The borough can save money by doing the project in three separate phases; 1) construction 2) heating 3) electrical. Further savings would apply by waiting to build the storage and conference rooms. A realistic cost for the project is estimated at \$250,000. It is important for the borough to get an architectural drawing, put it out for bids and determine what the actual cost will be.

A fourth proposal was received from Gary Grimm, A.I.A. the night of the meeting. After Mr. Grimm views the property his proposal will be sent to Raudenbush Engineering for comment.

**UNFINISHED BUSINESS:**

**Multifunction Copier Bid Award:** Motion made by Jim Facinelli, seconded by Mandy Carl to award the bid for a multifunction copier to the company that met all the Borough’s requested specifications as advertised. *Cloud 5 Solutions, LLC* will be awarded the bid at a cost of \$2,791.00. Motion carried. (Travis Enders abstained, CEO of Cloud 5 Solutions, LLC).

**Resolution No. 2014-08:** Motion made by Travis Enders, seconded by Mandy Carl to adopt the Dauphin County Emergency Operations Plan as presented. Motion carried.

**2015 Budget Adoption:** Motion made by Jim Facinelli, seconded by Rodney Spicher to adopt the 2015 Budget as advertised. Roll call vote taken; M. Carl (yes), T. Enders (no), J. Facinelli (yes), D. Henninger (no), G. Shadle (yes), R. Snyder (yes), R. Spicher (yes). Motion carried

**NEW BUSINESS:**

A proposed change to the *Municipal Waste Ordinance* was presented to council. The change would regulate the location of trash receptacles and establish a timeframe to be removed from the curbside/street after trash pickup. Council to review and discuss at next meeting.

**Voluntary Donation to Upper Paxton Township:** Motion made by Travis Enders, seconded by Dennis Henninger authorizing the Borough to make a voluntary payment of \$59.37 to Upper Paxton Township for the cost of the local recycling program. Motion carried.

**Dauphin County Planning Commission:** Motion made by Dennis Henninger, seconded by Russell Snyder authorizing Borough Council to send a letter of support for the Dauphin County Planning Commission for their application of a Local Share Municipal Grant. Motion carried.

**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	\$ 18,059.00
Total Expenditures	\$ 16,799.00

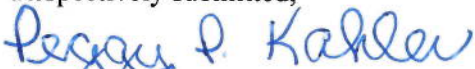
**Executive Session:** Motion made by Gary Shadle, seconded by Dennis Henninger to enter into closed session at 8:16 PM to discuss personnel matters. Council returned to open session at 8:50 PM.

**Salary Increases:** Motion made by Rodney Spicher, seconded by Russell Snyder authorizing employee salaries as follows, effective the first pay date in 2015. Motion carried unanimously.

- Matt Schaffner \$17.00 per hour
- Peggy Kahler \$16.50
- Maryellen Chenoweth \$14.80
- Shirley McAllister \$12.35
- Jeff Lamereaux \$12.00

**Adjourn:** Motion made by Russell Snyder, seconded by Mandy Carl to adjourn at 8:55 PM. Motion carried.

Respectively submitted,



Peggy P. Kahler  
Borough Secretary