

**ELIZABETHVILLE BOROUGH  
COUNCIL MEETING  
MINUTES**

**April 13, 2015**

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The Elizabethville Borough Council met on April 13, 2015 in the Municipal Building at 14 South Market Street in Elizabethville, Pennsylvania. President Gary Shadle called the meeting to order at 7:00pm. The meeting opened with the Pledge of Allegiance.

Present:

Roll call taken with the following present: Travis Enders, James Facinelli, Dennis Henninger, Gary Shadle, Russell Snyder Jr. and Rodney Spicher. Mandy Carl was absent.

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

Guests: Jeffery Fetterhoff, Elizabethville Area Authority  
Tracy Schrey, Upper Dauphin Recreation Association

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**Approval of Minutes:** Motion made by Travis Enders, seconded by Dennis Henninger to approve the minutes of March 9, 2015 as presented. Motion carried.

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

**COMMITTEE REPORTS:**

Streets & Maintenance – Chairman J. Facinelli reported; the Maintenance Department cleaned storm drains/streams, removed Christmas Stars, repaired traffic signs, removed snow equipment from trucks, repaired pot holes and general maintenance around town and at the Borough Park. The vacuum street sweeper was not available this year; a construction broom sweeper and skid loader was used to sweep the streets. There were so many resident complaints the project was stopped. Report on file.

Police & Safety – Chairman D. Henninger provided the monthly Police/Safety Committee Report to all members, nothing further to discuss. Report on File

Codes Enforcement Officer – Report on file. Nothing further discussed.

Building, Lighting & Grounds – Chairman R. Snyder reported; the Landfill site is open every Saturday from 7am to 12pm.

Water, Refuse & Sewage – Dennis Henninger reported; the Authority received confirmation from the Dauphin County Commissioners that they were awarded \$71,000 from the Gaming Grant. Construction for the new Chemical Building has started. The new plant operator, Brandon Craig's, first day of employment with the Authority is April 13, 2015.

Planning & Development - Nothing to report at this time.

Budget & Finance – Chairman D. Henninger reported; budget reallocations requested under New Business, nothing further to report.

Park & Recreation – Chairman T. Enders reported; Monthly report received from the Upper Dauphin Recreation Association. The lease agreements for the *Upper Dauphin Area High School*, and *Elizabethville Athletic Association* were signed and returned to the Borough Office. We received three estimates for grass mowing. After evaluating the cost of services for the past two years the Chairman T. Enders is recommending the Borough brings mowing back in-house. Factoring in the cost of a new mower the Borough could save approximately \$1,000 per year. Item covered under “New Business”. Dauphin County Gaming Board has awarded Upper Dauphin Recreation Association \$41,000 to replace concrete decking and return lines at the swimming pool; the agreement holds no regulations or contingencies for Borough Council. The Upper Dauphin Recreation Association has expressed concern with two items in the Lease Agreement. 1) Financial Audit for 2013. 2) Ownership of assets acquired during the lease agreement. Items covered under “New Business”.

COG – April 16, 2015 Council of Government Meeting is being hosted by Gratz Borough.

Insurance – T. Enders reported; a meeting was held with the Borough’s Insurance Agent, Allen Chubb; to discuss the particulars of forming a Safety Committee to reduce the cost of the Workers Compensation Premiums. The Fire Companies Workers Compensation Policy is separate from the Borough; therefore two separate committees need to be established. Both committees have to be in place six months prior to the policy renewal date and monthly meetings are necessary to qualify for the savings. Councilor Enders will reach out to Reliance Hose Company to see if they have an interest in the program. Report on file.

Personnel – Nothing to report at this time.

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

Solicitor’s Report – All items listed on the Agenda

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

#### UNFINISHED BUSINESS:

Gary Grimm presented the construction plans for 68 Moore Street. T. Enders pointed out that the plans do not include Data Communication and Computer Networking. J. Facinelli will have the plans updated.

**68 Moore Street Construction Plans:** Motion made by Jim Facinelli, seconded by Russell Snyder to approve the construction plans (with updates for networking provisions) presented by Gary Grimm, and to advertise for bids to be opened at the June 8, 2015 meeting. Roll Call vote: T. Enders (no); J. Facinelli (yes); D. Henninger (yes); G. Shadle (yes); R. Snyder (yes); R. Spicher (yes). Motion carried.

HB Engineering is still working on SR209 Traffic Study. Project must be completed before May 15, 2015.

Lettich and Zipay, independent auditors for the Borough completed the 2014 Financial Audit. No findings or discrepancies were found.

#### NEW BUSINESS:

**Yard and Craft Day Event:** Motion made by Travis Enders, seconded by Dennis Henninger to allow the Elizabethville Area Volunteer Association to host the annual Yard and Craft Day June 5, 2015 and June 6, 2015. And to authorize the Borough Maintenance Department to post NO-PARKING signs and close Broad Street to traffic between Market and Church Streets. Motion carried.

**Memorial Day Parade:** Motion made by Rodney Spicher, seconded by Russell Snyder to allow the Elizabethville American Legion, Post 404 to host the annual Memorial Day Parade on May 25, 2015. Motion carried.

**Upper Dauphin Legion Baseball Agreement:** Motion made by Travis Enders, seconded by Dennis Henninger to approve the Lease Agreement for the Upper Dauphin Legion Baseball Team as presented. Motion carried.

**Pennsylvania State Association of Boroughs:** Motion made by Dennis Henninger, seconded by Russell Snyder to authorize up to two (2) councilmembers or one member and the Code Enforcement Officer to attend a Rental Inspection Program on May 12, 2015 in Lancaster, Pennsylvania. Motion carried.

**Budget Reallocations:** Motion made by Dennis Henninger, seconded by Travis Enders to approve the purchase of a *John Deere Z930R ZTrack Commercial Mower* at the quoted price of \$9,415.64 and to authorize the following budgetary changes to cover the cost. Roll Call vote: T. Enders (yes); J. Facinelli (yes); D. Henninger (yes); G. Shadle (yes); R. Snyder (yes); R. Spicher (yes). Motion carried.

• Park & Recreation Fund	452.37	Repair & Maintenance (Park) – Grass mowing	(-\$1,300)
To the General Fund	430.10	Street & Maintenance (Part Timer)	\$1,300
• Park & Recreation Fund	452.37	Repair & Maintenance – Grass mowing	(-\$1,700)
To Park & Recreation Fund	452.37	Repair & Maintenance – New Equipment	\$1,700
• Park & Recreation Fund	452.37	Repair & Maintenance – New Equipment	\$7,715.64
From Capital Reserve Account			(-\$7,715.64)

**Upper Dauphin Recreation Association Agreement:** Motion made by Travis Enders, seconded by Russell Snyder to amend the (UDRA) Lease Agreement; removing the Financial Audit Requirement for 2013, and to revise the punctuation in Item #14, *The Lessor reserves the right to all assets related to the operation and management of the Leased Premises acquired from other local government sources or acquired using funds raised to benefit the Leased premises.* Motion carried.

**Local Share Municipal Grant Agreement:** Motion made by Travis Enders to accept the Dauphin County Gaming Grant Agreement and to authorize the Borough Secretary to advertise the construction project as defined in the agreement for bidders to be opened May 11, 2015.

**Rescind Motion:** Motion made by Travis Enders, seconded by Russell Snyder to rescind the previous motion – Local share Municipal Grant Agreement. Motion carried.

**Local Share Municipal Grant Agreement:** Motion made by Travis Enders, seconded by Rodney Spicher to accept the Dauphin County Gaming Grant pending the receipt of specs from Brent Boyer for concrete decking and pipe line replacement, and to authorize the Borough Solicitor to review the Bid Package prior to being advertised. Roll Call vote: T. Enders (yes); J. Facinelli (yes); D. Henninger (no); G. Shadle (yes); R. Snyder (yes); R. Spicher (yes). Motion carried. D. Henninger voted no because he had not seen a copy of the Grant Agreement.

**Remaining Funds -Local Share Municipal Grant Agreement 2014:** Motion made by Travis Enders, seconded by Russell Snyder to authorize the remaining funds is used to purchase paint for the swimming pool. Motion carried.

**Street Closure:** Motion made by Travis Enders, seconded by Russell Snyder authorizing the following street closure on May 9, 2015 for the purpose of pedestrian safety during a Public Auction.

- Church Street between West Main and Spruce Street.
- Pine Alley between Church Street and Buttonwood Street.

**2015 Paving Project:** Motion made by Travis Enders, seconded by Dennis Henninger authorizing the Borough Engineer to review the Borough Streets and establish a paving list for this year. Motion carried.

**Local Share Municipal Grant 2016:** Motion made by Travis Enders, seconded by Russell Snyder to authorize the Borough Engineer to research Gaming Grant criteria for possible funding for street projects. Motion carried.

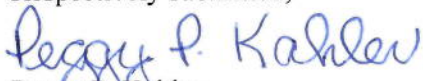
REVIEW OF FINANCIAL REPORTS:

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

Total Revenue	\$ 44,828.00
Total Expenditures	\$ 28,514.00

**Adjourn:** Motion made by Russell Snyder, seconded by Jim Facinelli to adjourn at 9:15pm. Motion carried.

Respectively submitted,

  
Peggy P. Kahler  
Borough Secretary