

**ELIZABETHVILLE BOROUGH  
COUNCIL MEETING  
MINUTES**

**March 14, 2016**

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The Elizabethtown Borough Council met on March 14, 2016 in the Municipal Building at 68 S. Moore Street in Elizabethtown, Pennsylvania. President James Facinelli called the meeting to order at 7:00pm. The meeting opened with the Pledge of Allegiance.

Present:

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

Also present: Linus Fenicle, Borough Solicitor; Peggy Kahler, Borough Secretary; Matt Schaffner, Maintenance Supervisor; Justin Challenger, Mayor.

Guests: JC Kell, Better Homes and Gardens Real Estate; Keith Hill, Lyster Pet Food LLC; Donald Shutt, Jackson Twp. EMC.

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**Approval of Minutes:** Motion made by Dennis Henninger, seconded by Gary Shadle to approve the meeting minutes of February 8, 2016 as presented. Motion carried.

**Acknowledgement of Guests:** President Facinelli recognized Keith Hill, owner of Lyster Pet Food LLC. Lyster Pet Food is an established raw pet food company. Mr. Hill has an interest in purchasing 38 S. Franklin Street which would be used as a distribution center for his pet food products. Council had no concerns with the proposal.

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

**COMMITTEE REPORTS:**

**Streets & Maintenance –** Chairman J. Facinelli reported that a ‘Do Not Enter’ sign is being posted at the end of Chestnut Street (at the entrance to Swab Wagon Company) by the property owner.

**Police & Safety –** D. Henninger reported Council was made aware on several occasions, about the dangerous and defective condition of some sidewalks throughout the Borough. The Committee and Code Enforcement Officer viewed all the sidewalks in the Borough; a detailed report with property address, sidewalk conditions and pictures were presented to Council. The Committee is requesting Council makes a decision on whether the Sidewalk Ordinance currently in place will be enforced.

**Codes Enforcement Officer -** Monthly 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 – D. Henninger reported the Committee will have the 1<sup>st</sup> quarter Income and Expense Report available for the April Meeting.

Park & Recreation – J. Lodge reported that he did an inspection of the Park and Playground and found some things that could make the Borough liable should an accident occur. He will meet with Matt Schaffner to get this items corrected.

COG – Nothing to report at this time.

Insurance – G. Shadle reported that he will be contacting Deibler, Straub and Troutman and the Allen Chubb Agency for quotes on general liability insurance for the Borough.

**General Liability Insurance Term:** Motion made by Gary Shadle, seconded by Dennis Henninger to request insurance renewal quotes for a three (3) year period from the said agency and to award the bid for the same period of time. Motion carried.

Personnel – Nothing to report at this time.

Information Technology – M. Carl met with the Secretary and Code Enforcement Officer to discuss the Borough's information technology needs. A few items are being researched.

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

Solicitor's Report – L. Fenicle presented an ordinance that would allow the Borough to enter into an Intergovernmental Cooperation Agreement with other municipalities, for the purpose of establishing one joint Emergency Operations Plan.

**Intergovernmental Cooperation Agreement:** Motion made by Dennis Henninger, seconded by Russell Snyder Jr., to advertise for adoption an Ordinance that allows the Borough of Elizabethville to enter into an intergovernmental cooperation agreement with the Township of Jackson; Township of Reed, and Township of Wayne. Motion carried.

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

#### UNFINISHED BUSINESS:

**68 Moore Street Update:** WSL Inc. is aware of the small punch list that needs to be completed. These items are expected to be completed within the next several weeks.

The metal roof on the stand-alone garage is showing stress cracks and is leaking around the skylight panels. The roof should be replaced to protect the building and equipment from further damage. Jim Facinelli contacted J.H. Rissinger and Sons for a quote.

**New Garage Roof:** Motion made by Russell Snyder Jr., seconded by Gary Shadle to accept the quote of seven-thousand four hundred and forty five (\$7,445) dollars; from J.H. Rissinger and Sons for labor and materials to remove and replace a metal roof and skylight panels at 68 Moore Street. Motion carried.

Closing date for settlement on property located at 14 S. Market Street is March 22, 2016. The proceeds from that sale will be placed in an interest bearing account until it is determined whether the Borough can apply for grant funding.

**Resolution 2016-05 - Execute Real Estate Documents:** Motion made by Dennis Henninger, seconded by Gary Shadle authorizing Council President and/or the Vice President to executed all settlement documents in regard to the sale of the Borough property located at 14 S. Market Street. Motion carried.

Civil Defense Siren – Different options still being researched.

Emergency Management Coordinator Update -Donald Shutt advised council that the only states currently approved for federal assistance related to the January Snowstorm is Delaware, Maryland and Virginia. Dauphin County EMA is still hopeful that Pennsylvania will be approved.

Broad Street property owners scheduled for curb/sidewalk repairs will be notified that the paving is being moved out until next year.

NEW BUSINESS:

**Comcast Franchise Agreement:** Motion made by Russell Snyder Jr, seconded by James Lodge to enter into a ten (10) year Franchise Agreement, with Comcast of Colorado/Pennsylvania/West Virginia, LLC. Motion carried.

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

**Upper Dauphin Area High School Baseball Agreement:** Motion made by Dennis Henninger, seconded by Gary Shadle to approve the Lease Agreement for the Upper Dauphin Area High School Baseball Team as presented. Motion carried.

**Elizabethville Athletic Association Baseball Agreement:** Motion made by Russell Snyder Jr, seconded by James Lodge to approve the Lease Agreement for the Elizabethville Athletic Association as presented. Motion carried.

**Resolution 2016-04 Hazard Mitigation Plan:** Motion made by Dennis Henninger, seconded by Gary Shadle to adopt the Dauphin County 2015 Hazard Mitigation Plan as presented. Motion carried.

**Council Resignation:** Motion made by Dennis Henninger, seconded by Jim Lodge to accept Russell Snyder Jr., resignation from Council effective March 31, 2016. Motion carried.

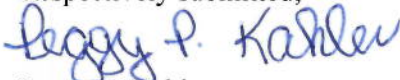
REVIEW OF FINANCIAL REPORTS:

Motion made by Dennis Henninger, seconded by Gary Shadle. to accept the Financial Reports as presented. Roll Call vote: J. Facinelli (yes) D. Henninger (yes); J. Lodge (yes); G. Shadle (yes); R. Snyder (yes); Motion carried.

Total Revenue	\$ 62,161.00
Total Expenditures	\$ 60,326.00

**Adjourn:** Meeting adjourned at 8:00 pm.

Respectively submitted,



Peggy P. Kahler  
Borough Secretary