

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

April 10, 2017

The Elizabethville Borough Council met on April 10, 2017 in the Municipal Building at 68 S. Moore Street in Elizabethville, 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: Mandy Carl, James Facinelli, Dennis Henninger, James Lodge, Fred Renn, Gary Shadle, Rodney Spicher.

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

Guests: Derrick Michael, Elizabethville Area Community Alliance; Donald Shutt, NDC4; Michael Miller, Bicentennial Committee.

President Facinelli recognized Derrick Michael, Vice President for Elizabethville Area Community Alliance. The organization was established with professional, loyal community residents. They are a 501(c) non-profit organization, with a Board of Directors and officers. All officers and members have their background security checks. The pool will open May 27, 2017 with hours on Monday – Saturday 11:00 am to 8:00 pm – Sunday 12:00 pm – 5:00 pm. Swimming lessons are being offered June 9 – June 17, 2017. The pool has a full working web-site and Facebook page. Electronic Equipment is being used to properly track revenue and expenses at the pool; credit cards will be accepted as a form of payment. Currently, they have a cash balance of \$1904.00 from donations, and splash board sells. Aqua Chemical Supply is scheduled to inspect the leaking pump at the baby pool.

President Facinelli next recognized Michael Miller, EABC. Mike told Council he was disappointed that they drafted a written agreement that required a \$5,000 deposit for the Bicentennial Committee to use the baseball field. The Committee was appointed by Council, if any damage occurs at the field the Committee would make sure they are repaired.

Approval of Minutes: Motion made by Dennis Henninger, seconded by Fred Renn to approve the meeting minutes of March 13, 2017 as presented. Motion carried.

Review of Correspondence: The correspondence and reports were circulated for individual review. No action required.

COMMITTEE REPORTS:

Streets & Maintenance – J. Facinelli distributed the monthly Maintenance Report to all Councilmembers. Matt Schaffner advised Council that there were mechanical problems with the street sweeper this year and he was not satisfied with the end results. He is looking into another rental company for next year's sweeping.

Police & Safety – Items listed under New Business.

Codes Enforcement Officer - Nothing to report at this time.

Building, Lighting & Grounds – F. Renn reported the Land Compost Area is open every Saturday from 8:00am to 12:00 pm.

Water, Refuse & Sewage – D. Henninger advised Council the Elizabethtown Area Authority received the sub-recipient agreement for the CDBG Grant monies. These monies will help fund North Street and Lyter Street water line replacement project.

- The Authority was also awarded \$150K in grant funds from Pa Small Water and Sewer Program Grant to replace and upgrade waterlines on Spruce Street.
- May 6, 2017 is Spring Clean Up for Elizabethtown Borough Residents. All items are being collected at the sewer plant from 7:00am to 1:00 pm.
- The Department of Environmental Protection (DEP) is involved with the corrective action plan for hydraulic overload condition at Smith Street Station. The plan entails a series of testing over the next two years. The repairs or upgrades cost could range between \$150K to \$350K.

Planning & Development – Nothing to report.

Budget & Finance – D. Henninger reported the 1st quarter financials are attached. Nothing seems to be out of line; there are a few expenses higher than normal due to the timing of how the invoices are paid.

Park & Recreation – M. Carl reported the new pavilion and restrooms signs are completed; delivery should occur within the next two weeks.

- We're still waiting for Lentz Electrical to install new dusk to dawn lights at the pavilions.
- Both of the baseball concession stands are being re-roofed by their respective organizations.

COG – No representation at the monthly meetings.

Insurance – Nothing to report at this time.

Personnel – R. Spicher requested an executive session later in the meeting.

IT – M. Carl reported that she is updating the Borough Website to include a link for the swimming pool and the baseball teams.

Mayor's Report: Mayor Challenger reported 'Founders Day' is April 19th, the celebration is being held at the Elizabethtown Historical Society. He's reading a letter written by Mayor Michael (in 1976) who addressed the present Mayor (Justin Challenger- 2017). The Mayor will also be speaking at the Memorial Day Services.

Solicitor's Report – Several emails were received from the Tracy Schrey, President of the Upper Dauphin Recreation Association. There is some discrepancy regarding ownership of equipment and supplies at the community swimming pool.

Solicitor letter to UDRA: Motion made by Dennis Henninger, seconded by Rodney Spicher authorizing the Borough Solicitor to respond to Mrs. Schrey's (Upper Dauphin Recreation Association) emails, advising her that no equipment specifically the rock walls will be removed from the community pool. Motion carried.

Engineer's Report – Jack Raudenbush prepared the 2017 paving document; Council needs to approve advertisement. Road maintenance is scheduled for **Clearfield Street** (up to, not including Market Street and N. Moore Street). A 2" Mill and 2" Overlay, plus installation of geotextile pavement fabric and base repair at areas of severe cracking or deterioration.

UNFINISHED BUSINESS:

Civil Defense Siren – D. Henninger advised that no official vote was taken but the Fire Company is leaning towards not donating funds to replace the siren. Item still pending.

All of the ‘**Welcome to Elizabethville Signs**’ have been installed.

NEW BUSINESS:

Memorial Day Parade: Motion made by Dennis Henninger, seconded by Gary Shadle to allow the Elizabethville American Legion, Post 404 to host the annual Memorial Day Parade on May 29, 2017. Motion carried.

Yard and Craft Day Event: Motion made by Fred Renn, seconded by Dennis Henninger to allow the Elizabethville Area Volunteer Association to host the annual Yard and Craft Day June 2, 2017 and June 3, 2017. 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.

The EADS Group, Engineering Firm for the Elizabethville Area Authority submitted ‘Street Opening Permits’ and provided specifications and plans for the waterline replacement project on North Street and Lyter Street. Council revived the plans with no exceptions. A letter of response will be sent to The EADS Group.

Lettich and Zipay, Certified Public Accountants completed the Borough’s financial records for 2016. No Findings were listed. The Audit will be advertised.

2017 Paving Project: Motion made by Gary Shadle, seconded by Fred Renn to authorize Raudenbush Engineering to proceed with advertising the Borough’s paving project. Bids due on June 6, 2017. Motion carried.

Use Agreement with Bicentennial Committee: Motion made by Rodney Spicher, seconded by Dennis Henninger to rescind the proposed User Agreement with the Bicentennial Committee for the use of the Ralph Lehman Baseball Field. Motion carried.

Donald Shutt advised Council that there are no emergency grant funds available to the blizzard of 2017.

Rodney Spicher talked to Council about the importance of Borough Employees and Councilmembers having a form of picture identification as proof they represent Elizabethville Borough.

Executive Session: Motion made by Dennis Henninger, seconded by Gary Shadle to enter executive session to discuss Personnel Matters – Job Applicants at 8:15PM. Out of session at 8:27PM. Motion carried.

New Employees: Motion made by Rodney Spicher, seconded by Fred Renn to hire the following people as part time employees, no benefits hours not to exceed 20 hours per week. Motion carried.

- Doug Goudy – Part Time Maintenance - \$12.00 per hour.
- Wanda Hockenberry – Code Enforcement Officer - \$12.00 per hour.

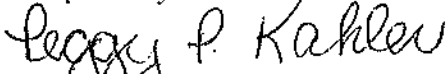
REVIEW OF FINANCIAL REPORTS:

Motion made by Mandy Carl, seconded by Dennis Henninger to accept the Financial Reports as presented. Roll Call vote: M. Carl (yes); J. Facinelli (yes); D. Henninger, (yes); J. Lodge (yes); F. Renn (yes); G. Shadle, (yes); R. Spicher, (yes) Motion carried.

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|--------------------|---------------|
| Total Revenue | \$ 122,148.26 |
| Total Expenditures | \$ 49,608.00 |

Adjourn: Meeting adjourned at 8:30 pm.

Respectively submitted,



Peggy P. Kahler
Borough Secretary