

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

May 13, 2019

The Elizabethville Borough Council met on May 13, 2019 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, Tim Matter, Fred Renn, Gary Shadle and Rodney Spicher.

Also present: Linus Fenicle, Solicitor; Jack Raudenbush, Engineer; Peggy Kahler, Secretary; Debra Goudy, Codes Enforcement Officer; E. Engle, Mayor; Donald E. Shutt Jr, NDC4 Reginal EMA; Matt Schaffner, Maintenance Supervisor

Guests: Ron Heim, Laurel Kolva, both residents.

Approval of Minutes: Motion made by Fred Renn, seconded by Mandy Carl to approve the Regular Meeting Minutes of April 8, 2019 as presented. **Motion carried.**

Review of Correspondence: no further action.

Guests: President Facinelli recognized Laura Kolva who asked Council to consider passing an ordinance for surveillance cameras, limiting the number of units and location of where a property owner could place the camera.

President Facinelli next recognized Ron Heim who attended the meeting to discuss water drainage issues in Pine Alley. The Borough Engineer will review the area and provide a solution.

COMMITTEE REPORTS:

Streets & Maintenance – Monthly work report was distributed to Council.

Personnel & Safety – R. Spicher stated employee evaluations are in progress.

Northern Dauphin County 4 Reginal – **D. Shutt** advised Council he submitted an invoice for reimbursement of the registration fee for a training workshop he recently attended. PennDot was not able to answer questions regarding who is responsible for declaring a 'Snow Emergency' and enforcing

the removal of vehicles when the state route is located within the Borough. Mr. Shutt thanked Matt for his communication in keeping him updated on road closures in the Borough.

Codes Enforcement Officer – Monthly report was distributed to all Council Members. Deb called attention to a discrepancy in the wording of the One-Way Street Ordinance Chapter 15, part 207.

Building, Lighting & Grounds – **T. Matter** advised there are minor maintenance projects that need to be done around the Borough Building; painting, antenna removal, cosmetic repairs on the N. Side of the garage and stain the wooden canopy. He will schedule the work with Matt and Doug.

J. Facinelli reported Bob and Carol Laudenslager donated four new evergreens to replace the ones located next to the ‘Welcome to Elizabethville Signs on the East and North sides of town. Matt and Doug will do the planting.

Water, Refuse & Sewage – **D. Henninger** reported Smith Street Station is still in the design phase, it is possible that the main line in Pine and Spruce Street may need replaced. The Borough Clean-up Day went well, and lot of trash was collected.

Planning & Development – Nothing to report at this time.

Budget & Finance – **D. Henninger** reminded Council they should be thinking about next year’s budget particularly big ticket items. The budget process will being late summer early fall.

Park & Recreation – **M. Carl** reported the pool was drained and is scheduled to be refilled. Large boulders are being placed along Cedar Street and sections of Park Drive to discourage parking in the grass. The wooden bridge and bandstand are scheduled to be re-stained. Additional metal trash cans and benches will be ordered for the park.

COG – Nothing to report at this time.

Insurance – **M. Carl** provided Council with a chart listing quotes from three different insurance companies for General Liability and Workers Compensation Coverage.

2019 Borough Insurance Bids	Bid 1	Bid 2	Bid 3	
Brokers	Keystone Insurance		McGowan Company	
General Liability Policy	\$11,071	\$9,951	\$8,701	
Boro Workers Compensation	\$3,203	\$5,154	\$3,893	
Total of GL +Workers Comp	\$14,274	\$15,111	\$12,569	
State or Private Workers Comp Insurance	\$14,208	\$14,208	\$10,517.	Ins. Co. AmTrust
Pool Coverage	Yes	No	No	

EMC was the only company that offered coverage for the swimming pool; the quoted amount is \$1,623. The recommendation from the Insurance Committee is to accept the quote from Keystone Insurance (DST) for coverage from EMC for a period of three years.

The lease agreement with EACA will need to be amended to allow insurance coverage for the pool.

M. Carl advised Council that the Borough will receive \$26,280 from the Garming Grant Funds awarded to EACA for paving and electrical repairs for damages from the July 2018 flood waters.

General Liability Insurance Coverage: Motion made by Tim Matter, seconded by Rodney Spicher to accept the quote from EMC, of \$14,274 which includes coverage for the swimming pool. Elizabethtown Area Community Alliance is responsible to reimburse the Borough for the full amount of the pool coverage (\$1,623). **Motion carried. D. Henninger (no), M. Carl abstained.**

IT – **Mayor Engle** reported he received a message that someone may be living in the park. The State Police will be asked to patrol the area. The Park Committee will be looking for a volunteer to lock-up the restrooms in the evening.

Mayor's Report: – **Mayor Engle's** reported he is doing his first wedding of the summer.

Solicitor's Report – **Linus** reported all his items are on the agenda. The property owner of 304 W. Main Street plans to repave a driveway, his attorney contacted Linus to question why he needed a Driveway Permit. Borough Engineer confirmed that permits are required for any new and or improved driveways.

Driveway Permit Fee: Motion made by Rodney Spicher, seconded by Mandy Carl to waive the seventy-five dollar (\$75) permit fee for the property owner of 304 W. Main Street. **Motion carried.**

Engineer's Report – **J. Raudenbush** advised Council that the bid documents for Broad Street (between Market St and Callowhill St.) are ready to be advertised. The project includes a base bid to mill, install geotextile fabric and repave. Alternate bids have been included for repairs on Lyter Street (from Moore St. to Borough limit) and sealing along the curb line on Broad Street (between Callowhill St. and Church St.). The bids are due June 10, 2019 at 2:00 p.m.

The Department of Environmental Protection has confirmed that due to a lack of staff the GP-11 Permit for Apple Alley will take the maximum amount of time to be issued. Jack will confirm that the grant money from Dauphin County Conservation District will be held until the permit is issued. Jack wants to do the drawing and get it to contractors for a pricing.

2019 Road Maintenance Project: Motion made by Tim Matter, seconded by Gary Shadle to authorize Navarro & Wright Engineering to proceed with advertising the Borough 2019 Road Maintenance Project. Bids are due June 10, 2019 at 2:00 p.m. **Motion carried.**

UNFINISHED BUSINESS:

Employee ID Cards – Design in progress.

Ordinance No.366- Amend Motor Vehicles and Traffic Ordinance: Motion made by Fred Renn, seconded by Rodney Spicher to adopt Ordinance No. 366 as properly advertised. An amendment to

(Chapter 15 Section 411 (Motor Vehicles and Traffic)), to include tickets placed on vehicles as an acceptable means of delivery. **Motion carried.** D. Henninger (no).

Ordinance No. 367 New Property Maintenance Ordinance: Motion made by Fred Renn, seconded by Tim Matter to adopt Ordinance no. 367 as properly advertised. Roll Call vote: M. Carl (no); J. Facinelli (yes); D. Henninger (no); T. Matter (yes); F. Renn (yes); G. Shadle (yes); R. Spicher (yes). **Motion carried.** Mayor Engle refused to sign the Ordinance, and has until next meeting to review the information.

NEW BUSINESS:

Memorial Day Parade Request: Motion made by Fred Renn, seconded by Mandy Carl to allow The American Legion, John-Lloyd Post 404 to host the annual Memorial Day Parade on May 27, 2019. Borough will apply for the Special Events Permit. **Motion carried.**

Yard and Craft Day Event: Motion made by Fred Renn, seconded by Gary Shadle to allow the Elizabethville Area Community Volunteers to hold the annual Yard and Craft Day Event on June 7 and June 8, 2019. And to authorize Borough Maintenance to post NO PARKING signs and to close Broad Street to through traffic between Market Street and Callowhill Street. **Motion carried.**

Upper Dauphin Area School District Pavilion Request: Motion made by Fred Renn, seconded by Mandy Carl to allow the Northern Dauphin Parent Support Network Committee to use Pavilion 3 & 4 on August 4, 2019 for a "Staycation" Event providing the school district provides proof of insurance. All fees will be waived. **Motioned carried.**

Dauphin County Local Share Municipal Grant Agreement – Elizabethville Area Community Alliance: Motion made by Fred Renn, seconded by Dennis Henninger authorizing the Council President to sign (as Co-Grantee) the grant agreement **NO. 2019-27** made between the County of Dauphin and Elizabethville Area Community Alliance. Awarded funding \$40,000. **Motion carried.** M. Carl abstained.

Dauphin County Local Share Municipal Grant Agreement – Elizabethville Area Authority: Motion made by Fred Renn, seconded by Mandy Carl to authorize the Council President to sign (as Co-Grantee) the grant agreement **NO. 2019-26** made between the County of Dauphin and Elizabethville Area Authority. Awarded funding \$100,000. **Motion carried.**

Resolution 2019-02: Motion made by Fred Renn, seconded by Rodney Spicher to adopt Resolution 2019-02 Price adjustment of bituminous materials for small quantities as presented. **Motion carried.**

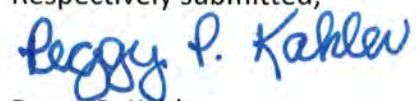
REVIEW OF FINANCIAL REPORTS:

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

Total Revenue	\$ 30,917.00
Total Expenditures	\$ 54,584.00

Adjourn: Motion made by Fred Renn, seconded by Mandy Carl to adjourn the meeting at 8:45pm.
Motion carried.

Respectively submitted,



Peggy P. Kahler
Borough Secretary