

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

March 9, 2020

The Elizabethtown Borough Council met on March 9, 2020 in the Municipal Building at 68 S. Moore Street in Elizabethtown, Pennsylvania. President James Facinelli 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: James Facinelli, Mandy Carl, Tim Matter, Michael Crosby, Kenneth Strine, Rodney Spicher and Lynn Kahler.

Also present: Linus Fenicle, Solicitor; Denise Spickler, Secretary; Debra Goudy, Code Enforcement Officer; Matt Schaffner, Maintenance supervisor; E. Engle, Mayor; Donald Shutt EMA Coordinator.

Guests: Dennis Henninger; resident. Peggy Kahler, Lori Henninger, Michael Wertz, Bob Klinger and Lori Wertz; Elizabethtown Community Volunteers Association. Amie Savidge; Elizabethtown Area Community Alliance. Rick Grosser; Grosser Excavating Inc. Doyle Deppen, Brian Shrawder, Dean Deppen; American Legion Post #404.

Approval of Minutes: Motion made by Kenneth Strine, seconded by Mandy Carl to approve the Regular Meeting Minutes of February 10, 2020 as presented. **Motion carried.**

Review of Correspondence: No further action.

Guests: Bob Klinger from Elizabethtown Community Volunteers Association spoke to Council on the history of the Association and future projects they would like to execute in the Borough. They would like to increase the Christmas decorations in the park to include rope lights around the bath house and extend the decorations to include the square as well as the park. They would also like to coordinate a community decorating contest in the future.

Mr. Klinger also presented the Event Financial Profile for 2019.

Event	Income	Expense
Yard & Craft Day	\$2805.43	\$255.00
Halloween Parade	\$1600.00	\$2053.65
Christmas in the Park	\$623.07	\$1082.93
Other (Insurance)	\$0.00	\$611.00
Total	\$5028.50	\$4002.58

Mr. Klinger also discussed the need for updated and additional electrical receptacles throughout the park. Due to running long extensions for the Christmas lights and the old receptacles, the ECVA had to replace multiple strings of lights as well as a lighted Christmas tree which burned up due to electrical problems. Council agreed to set up a meeting with the ECVA in the park to do a walkthrough to discuss updating the electrical problems and placement of new receptacles. A bill for the cost of the Waterproof Rope lights that were destroyed due to electrical problems in the amount of \$419.97 was given to council at the request of Rod Spicher from the February Council meeting.

The Elizabethville Community Volunteers Association had looked into a tourism grant in which to put toward the cost of the Cannon project. They asked for Council to work with them to apply for the grant, as the ECVA cannot apply, it would have to come from the Borough. President Jim Facinelli took the application for the tourism grant so he could get the process started.

Tourism Grant- Motion made by Rod Spicher, seconded by Mandy Carl to apply for a tourism grant to help with the cost of the Cannon Project. **Motion carried.**

Reimbursement of lights- Motion made by Lynn Kahler, seconded by Michael Crosby to reimburse Bob Klinger (Elizabethville Community Volunteers Association) in the amount of \$419.97 for the damaged lights. **Motion carried.**

Rick Grosser from Grosser Excavating Inc. was called up to the table by J. Facinelli to sign the change Order to allow an extension of the start and completion for the Apple Alley Project. J. Facinelli asked Mr. Grosser when the start date will be for the project due to residents parking in the area, Mr. Grosser replied "tentatively at the end of March."

Rod Spicher presented a Certificate of Appreciation to Bob Klinger, who accepted on behalf of the Elizabethville Community Volunteers Association. The Certificate was given to express the gratitude of Elizabethville Borough Council for all the hard work and dedication the Association has committed itself for Community events and for the betterment of the Borough.

Rod Spicher also presented a Certificate of Appreciation to Amie Savage, who accepted on behalf of the Elizabethville Area Community Alliance for the countless hours and the many fund raisers they have executed to keep the Pool's operation possible. The group has also made the Elizabethville Park something the community can be proud of.

The American Legion Post #404 addressed Council on the matter of the construction of a roof over the cannons in order to protect them from the elements. Brian Shrawder stated that the American Legion Post #404 voted in their meeting that a roof is not needed and they do not want nor do the cannons need a roof. J. Facinelli conveyed that the only thing being addressed at this time was the pouring of the pad and the cost. Rod Spicher then spoke up and stated that the roof for the cannons is a Council decision and if it is decided down the road that Council feels it is necessary to put a roof over the cannons to protect the wooden wheels, a roof will be constructed. Mr. Deppen said, "We are not going to see them wheels rot, let the next 100 year bicentennial worry about that."

COMMITTEE REPORTS:

Streets & Maintenance – **J. Facinelli** distributed the monthly report to all Council members.

Personnel & Safety – **Rod Spicher** stated that Denise Spickler passed her probation time. Evaluation has been filled out and filed in the employee file.

Northern Dauphin County 4 Regional – D. Shutt addressed Council about an exercise that County is doing on April 17, 2021 in place of the TMI exercises. D. Shutt stated that he replied to County that we were not interested but somehow they have that we were interested. J. Facinelli questioned D. Shutt on what does he think is going to happen in this exercise, with D. Shutt replying that he believes it will be a table top weather exercise. Council members will have to be involved in this exercise due to making decisions on what to do, who to call and keeping the citizens updated on any emergency that might happen. This is a chance for the Borough to see how prepared they are and what changes will need to be made to get the Borough prepared for an emergency situation.

Emergency Exercise Participation- Motion made by Tim Matter, seconded by Michael Crosby to participate in the Emergency Exercise on April 17, 2021. **Motion Carried.**

Codes Enforcement Officer – Deb Goudy expressed to Council her concerns about a property in the Borough that constructed a driveway without a permit. The property owners did not respond to letters sent to them on behalf of the Borough. After a fine was sent to them, which they did not pay, they did contact Deb Goudy and applied for a permit. The permit had to be submitted to Jack Raudenbush, Engineer. The property owners agreed, filled out the permit. After construction was complete, it is found that the property owners were not compliant according to the plans approved. Linus Fenicle, Solicitor, stated a letter should be sent to property owners stating that they have so many days to correct the issues to make the changes to the property so they are in compliance with the permit. A call to the Engineer Jack Raudenbush needs to be made for them to come to the property to explain what should be done to correct the problem.

Building, Lighting & Grounds – Tim Matter reported that any grants available to help with the costs of upgrading the Dump as to not have physical coverage on Saturdays would need to be submitted by April which we will be pressed to get all the paperwork completed in time. Tim Matter also stated that he does not want to throw away the possibility of in the future to have a gate or some other means of monitoring the site.

Water, Refuse & Sewage – Michael Crosby addressed the dumpster proposal distributed to Council members. J. Facinelli spoke up stating that there needs to be a guideline set as to what qualifies a residence/apartment complex to have a dumpster, guidelines on the surface a dumpster can set on and access for trucks to empty dumpsters. Council was instructed to review the proposal and contact Michael Crosby on any ideas they come up with so Council can pass an Ordinance before the renewal of the contract with Valley Waste.

Planning & Development – J. Facinelli communicated to Council that he only has one thing to report, please reply to emails that have been sent out by any Council member.

Budget & Finance – Rod Spicher reported that by the next meeting the first quarter budget results will be completed to determine where the Borough is falling.

Park & Recreation – Lynn Kahler expressed he will set up time to meet with Bob Klinger to go to the park to assess where the new outlets are to be placed. The backhoe will be picked up for repair.

COG – Nothing to report at this time.

Insurance – Nothing to report at this time.

IT – Kenneth Strine along with Don Shutt attended a Ransomware seminar where they were instructed on the dangers of opening emails that are designed to look like legitimate emails from someone familiar to you. What these emails do is lock up your computer with a request to send money for the release of your computer. Kenneth Strine also stated the importance of backing up your data. The Borough has Carbonite which is our backup.

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

Solicitor's Report – Linus Fenicle stated the Ordinance pertaining to no parking on Callowhill St between Maple Avenue and West Broad Street is being addressed in Unfinished Business.

The issue with the Recreational vehicle and the sewage problem, Brian McFeaters did address this issue and the property owners have been cited and the occupants are no longer occupying the RV.

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

UNFINISHED BUSINESS:

Address Change Callowhill Street and Swab Rd - Denise Spickler, Secretary, presented to Council pictures pertaining to 94 South Callowhill St showing they do have access to Callowhill St. from their property. This in turn should not require the property owners to change their physical address to Swab Rd, in turn leaving all other property addresses to remain unchanged. There was discussion amongst Council, which resulted in a vote and letter sent to the property owners stating the confusion with Emergency responders if they continue to use the Callowhill Street address.

Address change Callowhill St and Swab Rd- Motion made by Tim Matter seconded by Kenneth Strine to keep all addresses the same on both Callowhill Street and Swab Rd. Roll call vote- M. Carl (No); M. Crosby (No); J. Facinelli (Yes); T. Matter (Yes); R. Spicher (Yes); K. Strine (Yes); L. Kahler (Yes).

Motion carried.

Borough Disposal Site- After a discussion by Council they have come down to two options for the dump coverage for Saturdays, pay a person to be present at the dump on Saturdays or rotate Council members. This would be a temporary solution while a different option is looked into.

Ordinance No. 370 No Parking- Linus Fenicle addressed Council that the No Parking Ordinance has been advertised and ready for adoption.

Ordinance No. 370 “No Parking”- Motion made by Rod Spicher seconded by Michael Crosby to adopt Ordinance No. 370 making the part of Callowhill Street between Maple Avenue and West Broad Street “No Parking” zone on both sides of the street. **Motion carried.**

NEW BUSINESS:

Girl Scout Easter Egg Hunt- Motion made by Tim Matter seconded by Mandy Carl to allow the Elizabethtown Girl Scouts to hold their Annual Raster Egg Hunt on April 4, 2020 at 10:00 am in the Borough Park. Insurance proof has been provided. **Motion carried.**

Yard and Craft Days-Motion made by Mandy Carl seconded by Kenneth Strine to close Broad Street to traffic between Market Street and Church Street from 7:00 am. to 3:00 pm. on June 5th and June 6th to accommodate the food and craft vendors. **Motion carried.**

Stormwater Management Fee Schedule and Application- Motion made by Rod Spicher seconded by Mandy Carl to accept the Stormwater Management Fee Schedule and Application. **Motion carried.**

REVIEW OF FINANCIAL REPORTS:

Motion made by Mandy Carl, seconded by Michael Crosby to accept the Financial Reports as presented. Roll Call vote- J. Facinelli (yes); M. Carl (yes); M. Crosby (yes); K. Strine (yes); L. Kahler (yes); R. Spicher (yes); T. Matter (yes). **Motion carried.**

Total Revenue	\$ 124,339.69
Total Expenditures	\$ 22,594.44

Adjourn: Motion made by Mandy Carl, seconded by Ken Strine to adjourn the meeting at 8:35 pm. **Motion carried.**

Respectively submitted,

Denise M. Spickler
Borough Secretary