

ELIZABETHVILLE BOROUGH COUNCIL MEETING MINUTES
ELIZABETHVILLE PENNSYLVANIA
September 9, 2013

The Elizabethtown Borough Council met on September 9, 2013 in the Municipal Building at 14 South Market Street in Elizabethtown. President Gary Shadle called the meeting to order at 7:00 P.M. The meeting opened with the Pledge of Allegiance.

ROLL CALL:

Roll call taken with the following present Mandy Carl, James Facinelli, Dennis Henninger, Gary Shadle, Russell Snyder Jr, Brian Stahl. Timothy Motter was absent.

ALSO PRESENT: Linus Fenicle, Borough Solicitor; Jack Raudenbush, Catherine Hoover, Borough Engineers; Peggy Kahler, Secretary; Matt Schaffner, Borough Maintenance.

GUESTS: Jeff Fetterhoff, EAA; Rod Spicher, William Burch, Burch Associates; Wally Troutman, Glenda Botts, Mike Botts, Bev Witmer, Melissa Stahl, David Barder, Travis Enders, Cloud 5 Solutions; Christine Charles, Douglas Charles, Maryann Mattis.

Approval of Minutes: Motion made by Dennis Henninger, seconded by James Facinelli to approve the minutes from the monthly meeting of August 12, 2013 as presented. Motion carried.

Executive Session: 7:01 pm - Motion made by Dennis Henninger, seconded by Russell Snyder Jr to enter into closed session to discuss personnel issues. Motion carried.

Executive Session ended at 7:17 pmNo action taken.

ACKNOWLEDGEMENT OF GUESTS: President Shadle recognized Beverly Witmer, Glenda and Mike Botts who were in attendance on behalf of the Bicentennial Committee. The committee would like to plant a memorial tree, sell commemorative bricks and park benches; all to be located in the Borough Park.

Bicentennial Memorials: Motion made by James Facinelli, seconded by Dennis Henninger allowing the Bicentennial Committee to plant a memorial tree, install a commemorative brick walkway, park benches and bury the time capsule in the borough park. Motion carried.

Maryann Mattis presented council with a letter of protest for the proposed ordinance that prohibits parking on the South side of Spruce Street between Franklin Street and Bender Street.

16 W. Main Street: Motion made by Dennis Henninger, seconded by Russell Snyder Jr; council has no objection to future plans for reconstructing a garage, located at the rear of the property of Christine Charles. Motion carried.

REVIEW OF CORRESPONDENCE:

All general correspondence was reviewed and made available to council, the following action was taken.

Elizabethtown Halloween Parade: Motion made by Dennis Henninger, seconded by Russell Snyder Jr to allow the Elizabethtown Area Volunteer Association to hold the annual Halloween Parade on Monday, October 21, 2013; rain date October 22nd. Motion carried.

COMMITTEE REPORTS:

Streets & Maintenance – No pending issues.

Police & Safety – Chairman D. Henninger reported; eight (8) complaints filed for the month, one (1) citation issued. Six resumes were received for the Code Enforcement position; interviews will be scheduled before the October 14th council meeting.

Codes Enforcement Officer — Nothing further to report.

Building, Lighting & Grounds –Chairman R. Snyder reported; the rubber roof at the Borough Building is thin in many areas and will need replaced within the next few years. Lenape Solar is currently on site replacing the interior and exterior lighting fixtures with a more energy efficient product.

Water, Refuse & Sewage – Nothing to report.

Planning & Development – Nothing to report.

Budget & Finance – Chairman D. Henninger reported; committees with financial needs are encouraged to submit their budget request by the end of the month. The committee would like to have a proposed budget in place by November, eliminated the need for any special meetings.

Park & Recreation – President G. Shadle reported; the new playground equipment was delivered, installation will require renting a posthole digger.

Insurance – Chairwomen M. Carl reported; she received insurance forms in response to the new Obama Health Care.

Personnel – Chairwomen M. Carl reported; all councilmembers reviewed the new employee job descriptions.

Employee Job Descriptions: Motion made by James Facinelli, seconded by Brian Stahl to approve the Employee Job Descriptions for Maintenance, Secretary/Treasurer and Code Enforcement as presented. Motion carried.

Mayor's Report – Nothing to report.

Solicitor's Report – Linus Fenicle advised council he was still waiting for the proposed deed from Metal Industries.

Engineer's Report – Items covered under unfinished business.

UNFINISHED BUSINESS:

Borough council issued a letter to Scott Shadle with notification that his proposed building plans for (300 West Broad Street) met all county, local and state requirements. Mr. Shadle should be further advised that he may need an electrical inspection on the new structure.

Pavilion # 3 & 4: Raudenbush Engineering viewed the broken beam on pavilion 3 & 4, an engineer stamped sketch detailing best methods for repairs will be provided.

West Broad Street Storage Facility (background) - A 1994 Land Development Plan prepared for Upper Dauphin Storage was approved by the Dauphin County Planning Commission and the Borough of Elizabethville. This plan had certain erosion and sedimentation control devices in place that were removed by the property owners. Mr. Bill Burch, representing the property owners explained the following: In June 1998 the Borough designed and built a new bypass pipe along Snyder Avenue (northern side of storage facility). A 30" pipe was installed to aid with storm water and flooding in that area eliminating the erosion and sedimentation control devices approved in the original approved plan. In 2013 the property owner's backfilled with stone the abandoned portion of the channel to eliminated any liability. Burch Associates were instructed to forward a letter of explanation to Borough Council.

Ordinance # 344 Motion made by Dennis Henninger, seconded by Russell Snyder Jr to adopt an ordinance prohibiting parking on the South side of Spruce Street between *Franklin Street and Bender Street*. Motion carried.

NEW BUSINESS:

Abstention Vote Form: Motion made by Russell Snyder Jr, seconded by Dennis Henninger to adopt a policy that requires an Abstention Vote Form be completed when a council member abstains from voting due to a conflict of interest; the completed forms will be on file. Motion carried.

The Elizabethville Borough Fall Cleanup is scheduled for October 5, 2013 from 7:00 am to 1:00 pm at the Elizabethville Area Authority Sewer Plant. Items accepted will include bulk junk, large articles, electronics (TV, VCRs, Computers, etc.) batteries, oil, and antifreeze. The borough will have their backhoe on site to assist.

Discussion on new agreement with Comcast is tabled until the borough received the new proposal.

REVIEW OF FINANCIAL REPORTS:

Motion made by James Facinelli, seconded by Dennis Henninger to accept the Financial Reports as presented. A roll call vote was taken, motion carried unanimously.

Total Revenue	\$ 34,313.83
Total Expenditures	\$ 18,024.28

Executive Session: 8:15 pm - Motion made by Gary Shadle, seconded by Russell Snyder Jr to enter into closed session to discuss personnel issues. Motion carried.

Executive Session ended at 8:40 pmNo action taken.

The meeting was adjourned at 8:41 p.m.

Respectively submitted,



Peggy P. Kahler
Borough Secretary