

**ELIZABETHVILLE BOROUGH COUNCIL**  
**MINUTES**  
**February 14, 2022**

---

The Elizabethville Borough Council met February 14, 2022 at Elizabethville Borough Building 68 South Moore Street, Elizabethville Pa 17023. 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: Doug Charles, Michael Crosby, Kenneth Strine, James Facinelli, Patrick Welker, Kyle Groff and Elizabeth Groff.

Also present: Mayor Jamie Margerum; Denise Spickler, Secretary; Matt Schaffner, Maintenance Supervisor and Ed Wenger Code enforcement officer; Linus Fenicle, Solicitor.

Guests: Dennis Henninger, resident; Lynn Kahler, resident; Gwen Parson, George Parson, Fred Renn, resident; Anthony Vanvegthton, resident; April Lebo, resident; Bob Hackort, resident.

---

**Approval of Minutes-** Motion made by Kyle Groff, seconded by Michael Crosby to approve the January 3 regular and reorganization meeting minutes. **Motion carried.**

Guests- Gwen Parson spoke on behalf of her mother SueAnn Corr who bought a property on Broad Street with the intentions of building a residence. Gwen is requesting a waiver on the Storm Water Management Plan due to this would cause financial hardship on her mother. Gwen stated that before her mother purchased this property, she was informed there would be no need for a storm water management plan. Linus Fenicle informed Gwen that there is a section of the ordinance for exemptions, he instructed Gwen to reach out to the surveyor to see if there is another way to meet this exemption.

Anthony Vanvegthton- Anthony addressed Council asking for a setback variance of two feet. In 2004, the paper street was turned over to the property owners with both properties bordering the paper street was granted 50/50.

**Setback waiver-** Motion made to grant Anthony Vanvegthton 2 ft. to construct a garage at 45 S. Moore Street. **Motion carried.**

Lynn Kahler questioned council on a complaint that was filed. This was answered by Ed Wenger the Code Enforcement Officer that a letter was sent to the property occupant on January 22, 2022.

### **COMMITTEE REPORTS:**

Street and Maintenance: Maintenance report has been sent. Jim Facinelli stated that he would like to post Church Street that will prohibit large truck traffic. This may need a traffic study.

**Traffic Study Church Street**-Motion made by Kenneth Strine, seconded by Doug Charles to have Lehigh Engineering look into conducting a traffic study. **Motion carried.**

Personnel & Safety: **D. Charles**- Item covered in New Business

Code Enforcement Officer-

Building, Lighting & Grounds- **M. Crosby** stated that he would like to change our service of the furnace from Reed's to Residential.

**Change Furnace service company**- Motion made by Michael Crosby, seconded by Patrick Welker to change the service of the furnace from Reed's to Residential. **Motion carried.**

Water, Sewage & Refuse- **P. Welker** reported that he and Kenneth Strine met with Elizabethville Authority board members to discuss protocol when it comes to emergency opening of the streets.

Planning & Development- **J. Facinelli** nothing to report.

Budget & Finance- **K. Groff** nothing to report.

Parks & Rec- **E. Groff** stated the lease for the EAA (little League) is coming up in March. Elizabeth stated that there will be a change in the lease stating that the EAA and Upper Dauphin be billed directly for the utilities. Also, there was a request that the Borough apply for a grant for a press box at the cost of sixty thousand dollars.

**Change in Lease Wording**-Motion made by Michael Crosby seconded by Kyle Groff to change the lease to state the Lessee will be billed for utilities directly. **Motion carried.**

**Grant for Press Box**- Motion made by Michael Crosby seconded by Kyle Groff to have Park and Rec committee look into the benefit to the Borough to apply for Grant to construct a press box. **Motion carried.**

The Borough received a Tourism Grant in the amount of seven thousand dollars for the purpose of constructing a roof over the cannon. Park and Rec committee will look into getting updated

estimates for the cost. If the cost is over the amount of the Grant, will look into seeing if the Borough can use this money elsewhere.

Insurance- **K. Strine** nothing to report.

IT- **J. Margerum** no report.

COG- no report

Mayors Report-J. Margerum nothing to report.

Solicitor Report- Covered in executive session.

EMC Report- D. Shutt requested reimbursement in the amount of twenty-two dollars and seventy-five cents. (\$22.75).

**2022 PSAT Spring Training-** Motion made by Kenneth Strine seconded by Michael Crosby to reimburse Don Shutt in the amount of \$23.75 for Spring PSAT training. **Motion carried.**

Engineer Report-

### **UNFINISHED BUSINESS:**

**Auditor Proposal-** Motion made by Michael Crosby, seconded by Kyle Groff to accept the proposal of Hamilton & Musser to do the yearly Audit for the Borough. **Motion carried.**

### **NEW BUSINESS:**

**Maintenance Cell-** Motion made by Kyle Groff seconded by Patrick Welker to reimburse Matt Schaffner the amount of sixty-three dollars and cancel the Boroughs cell plan which Matt will then use his personal cell for work. **Motion carried.**

**Waiver fee for pavilion for Girl Scouts-** Motion made by Michael Crosby seconded by Elizabeth Groff to waive the fee of the pavilion for the Girl Scouts. **Motion carried.**

**Update Personnel Manual-** Motion made by Michael Crosby seconded by Elizabeth Groff to update the personnel manual to state retirement pension is only available to full time Road Master and Secretary/Treasurer. **Motion carried.**

**Camp Street Ditch-** Jim Facinelli addressed Council the there is a water management problem on the old railroad bead off of camp street. J. Facinelli was in contact with land owner (Mr. Bednar) who is giving the Borough access to open a ditch to control the water. An easement was drawn up and is to be signed by the Borough Council but due to no maintenance easement being

mentioned this will be tabled until the Borough receives a maintenance easement from Mr. Bednar.

**Protocol for Elizabethville Authority for opening of Borough Streets-** A procedure protocol was drafted for the Authority to follow when there is an emergency opening of the street. The Authority will apply for a street opening permit within seventy-two hours of the street opening, the cost for the authority will be sixty-five dollars which will be paid to the Borough within fourteen days. Once the permit has been received, the Authority will receive a copy of the permit signed by the secretary of the Borough, once the permit is signed off by the inspection of the completed project, warranty of the road work commences.

**Executive session for personnel purposes-** Motion made by Michael Crosby seconded by Kyle Groff to go onto executive session to discuss personnel matters as well as pension at 8:25 pm. **Motion carried.**

**Pension agreement-** Motion made by Doug Charles seconded by Kyle Groff to have the solicitor Linus Fenichel compile paperwork for unpaid pension. **Motion carried.**

**Pay increase for Secretary/Treasurer-** Motion made by Elizabeth Groff seconded by Patrick Welker to make effective at the next pay period a rate increase of seven dollars an hour for the Secretary/Treasurer. **Motion carried.**

#### **REVIEW OF FINANCIAL REPORTS:**

Motion made by Michael Crosby, seconded by Doug Charles to accept the financial report as presented. **Motion carried.**

ROLL CALL: J. Facinelli (yes); M. Crosby (yes); P. Welker (yes); E. Groff (yes); D. Charles (yes); K. Strine (yes); K. Groff (yes).

<b>TOTAL REVENUE</b>	<b>\$0.00</b>
<b>TOTAL EXPEDITURES</b>	<b>\$21,020.07</b>

**Adjourn-** Motion made by Patrick Welker, seconded by Kenneth Strine to adjourn the meeting at 9:05 pm. **Motion carried.**

**Respectively Submitted,**

**Denise M. Spickler  
Borough Secretary**