

**ELIZABETHVILLE BOROUGH COUNCIL MEETING MINUTES**  
**ELIZABETHVILLE PENNSYLVANIA**  
**October 14, 2013**

The Elizabethtown Borough Council met on October 14, 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, Dennis Henninger, Gary Shadle, Russell Snyder Jr, Brian Stahl and Timothy Motter. James Facinelli was absent.

**ALSO PRESENT:** Linus Fenicle, Borough Solicitor; Peggy Kahler, Secretary; Matt Schaffner, Borough Maintenance.

**GUESTS:** Keith Crum, Jake Windermaker

**Approval of Minutes:** Motion made by Mandy Carl, seconded by Dennis Henninger to approve the minutes from the monthly meeting of September 09, 2013 as presented. Motion carried.

Council held executive sessions to discuss personnel issues on September 27<sup>th</sup>, 30<sup>th</sup> and October 7<sup>th</sup> 2013. No action taken.

**Executive Session:** 7:03 pm - Motion made by Gary Shadle, seconded by Dennis Henninger to enter into closed session to discuss personnel issues. Motion carried.

Executive Session ended at 7:27 pm .....No action taken.

**ACKNOWLEDGEMENT OF GUESTS:** Keith Crum will address concerns under Old Business/Church Street Curbing Project.

**REVIEW OF CORRESPONDENCE:**

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

**Memorial Service & Dedication Ceremony:** Motion made by Timothy Motter, seconded by Russell Snyder Jr to allow The American Legion- Post 404 to hold a Memorial Service and Dedication Ceremony to celebrate Veteran's Day and to honor Navy Seal Brett D. Shadle on Sunday November 10, 2013. Motion carried.

**COMMITTEE REPORTS:**

**Streets & Maintenance** – President Shadle reported; leaf collecting will begin October 18<sup>th</sup>, Monday and Friday only. Matt will be responsible for road-closures and NO PARKING signage at the Halloween Parade.

**Police & Safety** – Nothing further to report.

**Codes Enforcement Officer** — Nothing further to report.

**Building, Lighting & Grounds** –Chairman R. Snyder reported; the roof at the borough building is leaking, immediate repairs will be made. When weather permits Matt will surface patch the damaged cement on the handicap ramp.

**Water, Refuse & Sewage** – Nothing to report.

Planning & Development – Nothing to report.

Budget & Finance – Chairman D. Henninger reported; based on information from the Borough Engineer council will need to borrow approximately \$85 – \$90 thousand dollars to finance the Full Depth Reclamation Project on Broad Street.

Park & Recreation – Chairman T. Motter reported; All Trees Inc. should be removing three (3) trees in the park this month.

Insurance – Nothing to report.

Personnel – Chairwomen M. Carl reported; the committee interviewed six applicants for the Code Enforcement Position; the committee made a recommendation to hire Corry Shadle for the position.

**Code Enforcement Officer:** Motion made by Dennis Henninger, seconded by Brian Stahl to hire Corry Shadle as Code Enforcement Officer for the Borough of Elizabethville; at an hourly rate of fourteen (\$14) dollars per hour, effective October 21, 2013. This is a Part Time position; twenty (20) hours or less per week, no benefits. Roll Call Vote: M. Carl (Yes); D. Henninger (Yes); T. Matter (yes); G. Shadle Abstain; R. Snyder (Yes); B. Stahl (Yes). Motion carried.

Mayor's Report – Nothing to report.

Solicitor's Report – Nothing further to report.

Engineer's Report – Raudenbush Engineering prepared a Sewage Enforcement Fee Schedule; item addressed under New Business.

**UNFINISHED BUSINESS:**

Pavilion Beam Replacement- A commercial UCC Permit is required for repairing the broken beam on Pavilion 3 & 4. Project will be completed in house early next spring.

MI Proposal – Linus Fenicle received a copy of the transfer documents, and Final Phase Environmental Site Assessment for the MI Door and Windows Inc. The report reflects a study on the property, which could potentially cost the Borough a significant amount of money should any environmental liabilities be identified.

**Final Phase 1 ESA:** Motion made by Dennis Henninger, seconded by Russell Snyder Jr. authorizing Raudenbush Engineering to review the Final Phase Environmental Site Assessment for the MI Windows and Doors, Inc. facility located at 68 South Moore Street. Motion carried.

**No Parking:** Motion made by Dennis Henninger, seconded by Russell Snyder Jr. authorizing to post ' NO PARKING' on Broad Street from Callowhill Street to Smith Alley for the Trick or Trot 5K Run October 26<sup>th</sup>. Motion carried.

Keith Crum representing the Salem United Church of Christ was in attendance for clarification and specific direction for the curb and sidewalk project on Church Street. Mr. Crum expressed concern for all of the financial expense the church is presently experiencing and asked if council could show any leniency.

**Church Street Curb/Sidewalk:** Motion made by Gary Shadle, seconded by Russell Snyder Jr. authorizing curb repairs between Main Street and Snyder Avenue, except the following areas that require full curb replacement.....Parking Lot (West Side) of the Salem United Church of Christ; 200 West Broad (East Side full length) Motion carried.....D. Henninger abstained.

NEW BUSINESS:

**Sewage Enforcement Officer Fee Schedule:** Motion made by Dennis Henninger, seconded by Brian Stahl to adopted the Sewage Enforcement Officer Fee Schedule provided by Raudenbush Engineering as presented. Motion carried.

**Local Service Tax:** Motion made by Timothy Motter, seconded by Russell Snyder Jr. to contribute twenty-five 25% of the 2012 Local Service Tax collections to Reliance Hose Company as required by law. Motion carried.

REVIEW OF FINANCIAL REPORTS:

Motion made by Timothy Motter, seconded Mandy Carl to accept the Financial Reports as presented. A roll call vote was taken, motion carried unanimously.

Total Revenue	\$ 4,681.39
Total Expenditures	\$ 20,538.51

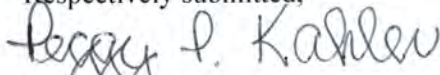
**Executive Session:** 8:27 pm - Motion made by Russell Snyder Jr, seconded by Dennis Henninger enter into closed session to discuss personnel issues. Motion carried.

Executive Session ended at 8:37 pm with the following action.

**Curb Inspections:** Motion made by Russell Snyder Jr. seconded by Timothy Motter to have Raudenbush Engineering inspect all curb replacement/repairs on Broad Street and sign as the final inspector on all permits.

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

Respectively submitted,



Peggy P. Kahler  
Borough Secretary