

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

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The Elizabethtown Borough Council met November 14, 2022 at Elizabethtown Borough Building 68 South Moore Street, Elizabethtown Pa 17023. Vice President Kyle Groff 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: Kenneth Strine, Patrick Welker, Kyle Groff, Elizabeth Groff, Doug Charles and Michael Crosby attended via telephone.

Also present: Mayor Jamie Margerum; Denise Spickler, Secretary; Linus Fenicle, Solicitor; Matt Schaffner, Maintenance Supervisor; Don Shutt, EMC and Barry Jones, Code Enforcement Officer.

Guests:

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**Approval of Minutes-** Motion made by Elizabeth Groff, seconded by Patrick Welker to approve the October 10, 2022 regular meeting minutes with the amendment of the minutes to remove the first paragraph of the second page which were from a previous meeting. **Motion carried.**

**Accept resignation of James Facinelli-** Motion made by Patrick Welker, seconded by Kenneth Strine to accept the resignation of James Facinelli. **Motion carried.**

**Consideration of appointment of vacancy-** Motion made by Kenneth Strine, seconded by Patrick Welker to accept letters of interest for the vacancy until November 30, 2022 after the position has been advertised. **Motion carried.**

**Election of new President of Council-** Motion made by Kenneth Strine, seconded by Patrick Welker to elect Kenneth Strine as President of Council and signer of checks on all accounts.

**Roll call vote:**

Doug Charles (yes); Michael Crosby (yes); Patrick Welker (yes); Elizabeth Groff (yes); Kenneth Strine (yes); Kyle Groff (yes). **Motion carried.**

Kenneth Strine took the position of President.

Guests- Shirl McAllister addressed Council that she was in contact with the Ethics committee and according to them Councilman Patrick Welker should have abstained from the vote in which the Reliance Hose Company #1 was given a \$10,500.00 donation from the Elizabethtown Borough. Stating that his position with the Fire Company is an elected position. Which the Borough Solicitor Linus Fenicle stated that due to the Councilman not benefitting from the vote monetarily, the Councilman was permitted to vote. Shirl also addressed a comment made at a previous meeting concerning duplication of Keys by Kratzer's Hardware stating that she went to Kratzer's and asked would they duplicate a key that states do not duplicate and they stated that they check all keys and will not duplicate.

Tim Matter stood to state that he is very impressed and likes the ideas that were done by Mayor Margerum concerning what to do with the area of the park where the pool has stood.

Additions to agenda- Elizabeth Groff stated that she would like to discuss the newsletter, Kyle Groff than stated that he talked to the post office, there are approximately 1400 residents in the Borough. He then reached out to a gentleman that informed him that it would be around \$600.00 for printing of a one sheet paper. Kenneth Strine stated that there is an electronic sign that was put in the budget for any information needed on that sign. Elizabeth Groff stated that she likes the idea of both a sign and a newsletter. Patrick Welker passed out a copy of Washington Townships newsletter.

## **COMMITTEE REPORTS:**

***Street and Maintenance: K. Groff***- Maintenance report has been sent. Kyle stated that he was in contact with Glenn from Truist and the water that is lifting the road on Cherry is coming from the bank and they will look into have the water runoff problem fixed. As of meeting there was no response.

***Personnel & Safety: D. Charles***- Nothing to report.

***Code Enforcement Officer***- B. Jones reported 3 complaints, 1 citation and 2 fines with no payment.

***Building, Lighting & Grounds***- M. Crosby nothing to report.

***Water, Sewage & Refuse***- P. Welker nothing to report.

***Planning & Development***- K. Groff nothing to report.

***Budget & Finance***- K. Groff stated the budget committee met on October 19<sup>th</sup> and again on November 9<sup>th</sup>. The budget was sent to all council member via Google Sheets. Mayor Margerum questioned the street budget and the response was no street in 2023 but will save money for 2024.

***Parks & Rec***- E. Groff opened the discussion with she and Kyle Groff had a Zoom meeting pertaining to a Peer Grant. Elizabeth Groff stated that the Peer Grant can be from \$10,000.00 up

to \$18,000.00 with a match of 10% which would include a consultant, public input and a site drawing. The consultant would come from DCNR recommendation. Elizabeth stated that if we do not agree, we do not have to go through with it, but, we will have the consultant, public input and the site drawing. Mayor Margerum asked the question concerning in house construction, which Kyle Groff responded as there are certain things that volunteers can do and things they cannot do. Elizabeth is stating that after we receive the grant the Borough can pick their own contractors. Elizabeth Groff stated that this grant can be applied for at any time but she would like this applied for before the end of December. E. Groff also stated that it was recommended that the entire park be included in this plan and it can be done in phases. If the Borough goes through with the plan, there is a possibility that they will tell the Borough will have to remove some or all playground toys. E. Groff would like to use the Tourism Grant to cover the costs. Elizabeth Groff would like to make the motion to apply for the grant since it has to be applied for before the end of December. Mayor Margerum asked can this be talked about at the December meeting and Elizabeth stated that will only give two weeks to apply before this must be submitted.

**Apply for the Peer Grant-** Motion made by Elizabeth Groff, seconded by Doug Charles to apply for the Peer Grant.

Roll Call:

Kyle Groff (yes); Doug Charles (yes); Patrick Welker (yes); Kenneth Strine (yes); Elizabeth Groff (yes); Michael Crosby (yes). **Motion carried.**

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

***IT-*** J. Margerum nothing to report.

***COG-*** no report

***Mayors Report-***J. Margerum addressed Council concerning the traffic light at Kopyy's. The concern is the traffic backup when a car wants to turn and there is a lot of oncoming traffic. There is no room to make a turning lane so it was suggested by PennDot to change the timing of the light. Also, there is a concern for the pedestrian crossing signal. There is not enough time when a pedestrian pushes the button until the traffic starts flowing. Mayor Margerum would like to contact the Engineer to discuss what needs to be done to fix these problems.

**Have Alfred Benesch look into the signal issue-** Motion made by Patrick Welker, seconded by Doug Charles to contact Alfred Benesch to have them look at the issues with the signal and traffic issue at the square. **Motion carried.**

***Solicitor Report-*** L. Fenicle nothing to report

***EMC Report-*** D. Shutt Thursday from 1 pm to 6 pm Hazard Mitigation Plan- Council will need to give input. Anyone who would like to attend should contact Don Shutt.

***Engineer Report-*** Nothing to report

## **UNFINISHED BUSINESS:**

**Birch Street Invoice-** Motion made by Kyle Groff, seconded by Patrick Welker to pay Grosser Excavating \$10,499.43 from ARPA fund. **Motion carried.**

**Use ARPA funds for Stormwater management projects as they arise-** Motion made by Kyle Groff, seconded by Doug Charles to designate ARPA funds for stormwater management projects as they arise. **Motion carried.**

## **NEW BUSINESS:**

**Approve 2023 Budget advertising-** Motion made by Kyle Groff, seconded by Michael Crosby to approve the advertising of the 2023 budget. **Motion carried.**

Review Intergovernmental Cooperation- tabled until January.

Mayor Margerum expressed her concerns with outside organizations having access to the Borough building when there are no Borough Council or Borough employees present. Mayor Margerum told Council there was an incident where the Volunteer Assoc. contacted a key holder to the building when they could not access decorations. The keyholder (who is not on Council or an employee) unlocked the Borough building, and left the building, leaving the association to have access of the building and its contents, the mayor expressed this is a major breach of security as there are many documents which contain personal information of Council and Employees. Mayor Margerum stated there has been a solution presented by Maintenance to have the items currently stored at the Borough building relocated to a shed that is located at the park. This is a secure building and the Volunteer Assoc will have access to this at all times. Also, Mayor Margerum called attention to outside organizations having contact directly to our maintenance workers asking for things directly from them instead of following the proper channels of contacting Borough Council. Kyle Groff stated that he will contact Bob Klinger expressing these concerns.

**Access to Borough employees by outside organizations-** Motion made by Patrick Welker, seconded by Kyle Groff that all requests from outside organizations for use of Borough employees will need to be submitted in writing and proposed to Borough Council. **Motion carried.**

Relocating of Christmas decorations has been tabled to December meeting.

Handicap Parking letter- A letter was submitted to have Borough approve a two handicap parking spaces at 106 and 108 W. Broad Street. This had been tabled until the December meeting. Linus Fenicle suggested the secretary reach out to obtain more information from the applicant.

**REVIEW OF FINANCIAL REPORTS:**

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

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

<b>TOTAL REVENUE</b>	<b>\$ 41,988.52</b>
<b>TOTAL EXPEDITURES</b>	<b>\$ 25,255.31</b>

**Adjourn-** Motion made by Patrick Welker, seconded by Doug Charles to adjourn the meeting at 9:27 pm. **Motion carried.**

**Respectively Submitted,**

**Denise M. Spickler**  
**Borough Secretary**