

ELIZABETHVILLE BOROUGH COUNCIL MEETING MINUTES
ELIZABETHVILLE PENNSYLVANIA
December 9, 2013

The Elizabethtown Borough Council met on December 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; Peggy Kahler, Secretary; Timothy Matter, Mayor; Matt Schaffner, Borough Maintenance; Corry Shadle, Code Enforcement Officer.

GUESTS: Travis Enders, Cloud 5 Solutions, LLC

Approval of Minutes: Motion made by Dennis Henninger, seconded by James Facinelli to approve the minutes from the monthly meeting of November 11, 2013 as presented. Motion carried.

ACKNOWLEDGEMENT OF GUESTS: None of the guests in attendance had any public comments.

REVIEW OF CORRESPONDENCE:

All general correspondence was reviewed and made available to council, with the following action:

County Fall Day: Motion made by James Facinelli, seconded by Russell Snyder Jr. to allow Dauphin County Human Services to hold a public event (*Family Fun Festival*) in the Borough Park on September 6, 2014. Borough Council waived all pavilions fees. Dauphin County must provide proof of their 'Event Liability Insurance'. Motion carried.

Trick or Treat Night: Motion made by James Facinelli, seconded by Dennis Henninger to coordinate dates with Washington Township and designate *Thursday October 30, 2014 as Trick or Treat Night* in Elizabethtown Borough. Motion carried.

Executive Session: President Shadle asked council to enter into an Executive Session at 7:14 to discuss personnel matters.

Executive Session ended at 7:25 pm. No action taken.

COMMITTEE REPORTS:

Streets & Maintenance – Nothing to report.

Police & Safety – Nothing to report.

Codes Enforcement Officer — Monthly report on file.

Building, Lighting & Grounds – Nothing to report.

Water, Refuse & Sewage – Chairman R. Snyder reported; the Elizabethtown Area Authority has approved an increase (*effective the 1st qtr. of 2014*) for sewer rates and expects the water rates will be increased as well.

Planning & Development – Nothing to report.

Budget & Finance – Chairman D. Henninger reported; the 2014 budget has been properly advertised and is ready for adoption. Listed under New Business.

Park & Recreation – President G. Shadle reported; four dead trees were cut and removed from the borough park, the Flowering Dogwood Trees bordering Route 209 were topped and trimmed. Doug Boyer winterized the swimming pool; The Upper Dauphin Recreation Association’s grant application for financial assistance through Greenways, Trails and Recreation was rejected.

Insurance – Nothing to report.

Personnel – Chairwomen M. Carl reported; the Code Enforcement Officer position should be advertised.

Code Enforcement Officer Position: Motion made by Mandy Carl, seconded by Russell Snyder authorizing the Borough Secretary to place a two week advertisement for a Code Enforcement Officer in the Upper Dauphin Sentinel. Motion carried.

Mayor’s Report – Timothy Matter’s term as Mayor expires 12/31/2013. He enjoyed serving as Mayor for the past eight years; learned a lot about local government and wished council the best going forward.

Solicitor’s Report – Items listed on the agenda.

Engineer’s Report – Scott Mowery from Raudenbush Engineering SEO reported; On October 11, 2013 he met with the current property owner (Stan Leshko) to visually inspect a septic tank at the rear of his property (99 Clearfield Street). The purpose of the inspection was to confirm the effectiveness of a repair performed during a septic system test conducted as part of a real estate transaction. It was reported to REI that during a test of the system by T&T Services, a 1,000-gallon round, two pieces, septic tank was only half full of water and suspected of leaking at the joint where the two pieces of the tank came together. Upon completion T&T made the repairs. Follow-up inspections by REI appear the repair was effective and the tank is no longer leaking. An Application for an Onlot Sewage Disposal System Permit was sent to Mr. Leshko. The completed application was returned to the borough office and signed by the SEO, an invoice for all fees were sent to Mr. Leshko and the previous property owner. It is the recommendation of the SEO that an inspection of the septic tank be made in one-year; if there is a leak a new tank needs to be installed or the property should be connected to public sewer.

There are several onlot septic systems within the borough that should be identified on exhibits in the 537 Plan. It is the recommendation of the SEO to identify these properties. In the future leaking septic tanks may not be able to meet the environmental protection standards for repairs and tank replacement. The ultimate goal should be to have these properties connected to public sewer.

UNFINISHED BUSINESS:

68 Moore Street: Motion made by Brian Stahl, seconded by Russell Snyder to accept the gift of real property from MI Windows and Doors, LLC, having an address of 68 Moore Street, Elizabethville, PA (*Parcel Nos. 26-027-029 and 26-023-030*). Roll call vote; M. Carl (yes); J. Facinelli (yes); D. Henninger (yes); G. Shadle (yes); R. Snyder (yes); B. Stahl (yes). Motion carried unanimously.

Transient Retail Businesses Permit Fee: Motion made by James Facinelli, seconded by Russell Snyder establishing a fee of \$25 for a Transient Retail Business Permit. Motion carried.

Administrative Building Permits: Motion made by James Facinelli, seconded by Dennis Henninger authorizing Linus Fenicle to prepare for discussion at the next meeting an ordinance requiring an Administrative Building Permit for the construction or major renovations of any buildings, accessory and miscellaneous structures in the Borough. Motion carried.

NEW BUSINESS:

Restricting Funds: Motion made by Dennis Henninger, seconded by Mandy Carl authorizing Borough Council to establish a separate account in the amount of **(\$18,500)** within the General Fund for the purpose of restricting money for the Municipal Swimming Pool, Bicentennial Celebration and beam replacement at the borough park. Roll Call vote: M. Carl (yes); J. Facinelli (yes); D. Henninger (yes); G. Shadle (yes); R. Snyder (yes); B. Stahl (yes). Motion carried unanimously.

2014 Budget Adoption: Motion made by Dennis Henninger, seconded by Brian Stahl to adopt the 2014 budget as advertised, with the appropriate salary increases as noted effective the 1st paycheck of 2014.

- M. Schaffner \$1.50 increase to \$16.50 per hour;
- P. Kahler \$1.00 increase to \$16.00 per hour;
- S. McAllister \$1.00 increase to \$12.00 per hour.

Motion carried.

January Meeting: Motion made by Dennis Henninger, seconded by Russell Snyder to schedule the January monthly meeting on January 6, 2014 at 7:00 pm; following the re-organization meeting. Motion carried.

Permanent Assistant Codes Enforcement Officer: Motion made by Russell Snyder, seconded by James Facinelli to appoint Peggy Kahler as a permanent Assistant Codes Enforcement Officer for the Borough of Elizabethville. Motion carried.

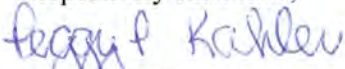
REVIEW OF FINANCIAL REPORTS:

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

Total Revenue	\$ 15,795.00
Total Expenditures	\$ 22,944.00

The meeting was adjourned at 8:05 p.m.

Respectively submitted,



Peggy P. Kahler
Borough Secretary