

ELIZABETHVILLE BOROUGH COUNCIL

MINUTES

March 11, 2024

The Elizabethtown Borough Council met March 11, 2024 at Elizabethtown Borough Building 68 South Moore Street, Elizabethtown Pa 17023. President of Council Dennis Henninger called the meeting to order at 6:59 pm. The meeting opened with the Pledge of Allegiance.

Present:

Roll call taken with the following present: Timothy Matter, Patrick Welker, Kyle Groff. Doug Charles, Marie Herb, Peggy Kahler and Dennis Henninger.

Guests: Linda Evans, borough resident, John Miller, borough resident; Judy Zinger, borough resident; Ryan Romberger and Joe Werner, Elizabethtown Fire Company President and Fire Chief, respectively.

Also present: Linus Fenicle, Solicitor; Matt Schaffner, Maintenance Supervisor; Donald Shutt, EMC representative, and Jim Miller, Code Enforcement Officer.

Approval of Minutes- Motion made by **D. Charles**, seconded by **M. Herb** to approve the regular meeting minutes for February 12, 2024. **Motion carried.**

Executive Session: **P. Kahler** made motion to move to executive session at 7:02 pm to discuss secretary's evaluation. **T. Matter** seconded it. **Motion carried.** Executive Session ended 7:10 pm.

Acknowledgement of Guests.

Fire company provided a report and financials. They logged in over 500 hours and their yearly budget was \$150,000.00. In 2023 they were able to secure several grants. In 2024 they will be working on more community projects.

Review of Correspondence: Elizabethtown Area Authority approved location for Spring clean-up day. American Legion requested permit for May 27th Memorial Day parade.

COMMITTEE REPORTS:

Street and Maintenance: Matt Shaffner met with the engineer. Drainage issues need addressed before paving is done. See engineer report. It was suggested to look in to the CDBG grant.

K. Groff made motion to approve May 27st Memorial Day parade and **P. Welker** seconded it. **Motion carried.**

Personnel & Safety: Doug recommended retaining new Secretary since her probation period ended. **D. Charles** made motion to approve her retirement participation and 5% pay raise which both will be effective next pay period, **K. Groff** seconded it.

ROLL CALL: D. Charles (yes), T. Matter (yes), K. Groff (yes), P. Welker (yes), M. Herb (yes), P. Kahler (yes), D. Henninger (yes). Motion carried.

Code Enforcement Officer- Report is attached. **T. Matter** made motion to change current permits to remove ‘building’ and replace with ‘administrative’ permit change and **P. Kahler** seconded it. **Motion carried.**

P. Welker made the motion to authorize removal of the word ‘building’ from ordinance #361 and **M. Herb** seconded it. **Motion carried.**

Building, Lighting & Grounds- Matt Shaffner is looking into having floors cleaned and rewaxed in the building.

Water, Sewage & Refuse- nothing to report.

Planning & Development- nothing to report.

Budget & Finance- nothing to report.

Parks & Rec- Mid Penn Bank has offered to bring volunteers to Earth Day (April 22, 2024) to purchase and spread new mulch in the park, but additional help is needed. **T. Matter** made motion that the borough will provide lunch to all the volunteers and **K. Groff** seconded it. **Motion carried.**

A local Boy Scout troop that had previously visited the borough council meeting has volunteered to make food for the Music in the Park events. **T. Matter** made motion to approve and **P. Welker** seconded it. **Motion carried.**

Linus Fenicle found the last Elizabethville Athletic Association lease and will review and bring any revisions to council at April’s meeting.

Tim Matter informed the council there is a tree broken in the park and needs replaced.

Insurance- Marie Herb and Peggy Kahler met with the insurance agent to review current policies. It was suggested to obtain quotes for insurance. Reliance Hose Company #1 was asked to revise their workmen’s comp list.

COG – They received Dauphin County Gaming grant in the amount of \$51,000.00 to begin EMS feasibility study. – reported by Elizabethville Fire Company during their visit.

Mayors Report- nothing to report.

Solicitor Report- nothing to report.

Engineer Report: on file.

EMC Report – Donald Shutt will attend training on the web-based reporting March 19th and 21st. He suggested checking the internet service in his emergency room in back of building. He would also like to be added to monthly emails for meeting packet.

UNFINISHED BUSINESS:

Red light accessibility C.M. High gave their updated quote for traffic light changes. Linus Fenicle will notify Walmart we will be using their funds for this project.

Camera estimate for 360degree coverage was given by Pat Welker. It can be connected to another camera on our network. **M. Herb** made a motion to purchase the camera on Amazon with the borough's business account and **T. Matter** seconded it. **Motion carried.**

The animal and open burn ordinances were tabled for more discussion at April meeting.

K. Groff made motion to move forward with hiring Matt Kerstetter Construction to do pavilion reconstruction, **D. Charles** seconded the motion. **Motion carried.**

NEW BUSINESS:

Dennis Henninger and Heidi Mace are working on council criteria.

T. Matter made a motion to purchase a new folding table from Walmart for \$100.00 for office, **P. Welker** seconded it. **Motion carried.**

Upper Dauphin School District purchased land around the high school and the district may ask the borough to extend Franklin St. north to their recently purchased land.

Street Sweeping will be first week of April.

REVIEW OF FINANCIAL REPORTS:

Motion made by **K. Groff**, seconded by **P. Welker** to accept the financial report and payment of bills as presented. Copy is on file.

ROLL CALL: M. Herb (yes), P. Kahler(yes), P. Welker(yes), K. Groff (yes), T. Matter (yes), D. Henninger (yes), D. Charles (yes). Motion carried.

Adjourn- Motion made by **D. Charles**, seconded by **P. Welker** to adjourn the meeting at 8:40 pm. **Motion carried.**

Respectively Submitted,

Heidi P. Mace
Borough Secretary/Treasurer