

ELIZABETHVILLE BOROUGH COUNCIL

MINUTES

May 13, 2024

The Elizabethville Borough Council met May 13, 2024 at Elizabethville Borough Building 68 South Moore Street, Elizabethville Pa 17023. President of Council Dennis Henninger 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: Timothy Matter, Patrick Welker, Kyle Groff, Doug Charles, Peggy Kahler and Dennis Henninger. Marie Herb not present.

Guests: Lynn Kahler, borough resident.

Also present: Linus Fenicle, Solicitor; Matt Schaffner, Maintenance Supervisor; and Donald Shutt, EMC representative.

Approval of Minutes- Motion made by **P. Welker**, seconded by **D. Charles** to approve the regular meeting minutes for April 8, 2024 after financials are added to them. **Motion carried.**

Executive Session: Discussion of Hamilton & Musser's final audit report and deficiencies. **P. Welker** made motion to move to executive session at 7:03 pm. **K. Groff** seconded it. **Motion carried.** Executive Session ended 7:21 pm.

Additions to Agenda: Neal Harris letter placed under new business.

Acknowledgement of Guests: Lynn Kahler asked the question if council was aware of what is going on at the 332 W. Main Street property. Linus Fenicle, solicitor said it will be up for Sheriff's sale in July and the mortgage company plans on purchasing it back.

Review of Correspondence: State police quarterly report was presented. Council suggested having the state police continue to give us quarterly reports throughout the year.

COMMITTEE REPORTS:

Streets and Maintenance: Kyle Groff shared that the drawings for the paving projects are waiting to get approved after bids are done in June.

Personnel & Safety: Doug Charles shared that the secretary put in her summer vacation days and they were approved and will be unpaid. Adjusted office hours for these days will be advertised on Facebook and website.

Doug, the Secretary and Maintenance Supervisor will be meeting May 29th at 10 am with R.J. Hall for the annual pension meeting.

Code Enforcement Officer- Jim Miller reported there is a potential sinkhole at 221 Spruce Street from a septic tank not properly removed. The Sewer Enforcement Officer was contacted and he will send the property owners a certified letter about fixing it.

Debra Miller requested the fees (\$25) be waived along with the cost of a sign (no more than \$350) for her application for a handicap parking permit. **T. Matter** made motion to deny a fee waiver and **P. Welker** seconded it. **Motion carried.**

A letter regarding cleaning up their property was sent to Frontier Communications at their Texas address but there was no response. A follow-up letter will be sent certified to same address and then a fine will follow if there is still no response.

Building, Lighting & Grounds- New sign is up at the dump site.

Pat Welker presented a follow-up bill from Gary's New Look Carpet Cleaning for additional floor maintenance. Pat recommended the council not move forward with it.

Water, Sewage & Refuse- Peggy Kahler on behalf of the Elizabethtown Area Authority said the clean-up day was phenomenal and they appreciated all the councils help that day.

Planning & Development- nothing to report.

Budget & Finance- Doug Charles reported that four (4) CDs were up for renewal and he met with the Secretary and Peggy Kahler about how to move forward. One CD was cashed in and moved to the Parks and Recreation fund to help with future improvements, one CD was moved in to the Traffic Light Improvement fund for an upcoming upgrade, and the last two CDs were rolled over into one-year CDs with a rate of 4.75%. **D. Charles** made the motion to approve these changes and **T. Matter** seconded them. **Motion carried. Roll Call all voted Yes.**

Parks & Rec- Tim Matter asked if four more scoops of mulch could be purchased for around the building. It was confirmed that there was money in the budget for that to move forward.

Representative Joe Kerwin's office offered to replace the fraying flag at the building.

Tim also brought to the council's attention the banks behind home plate and outfielders in our little league fields need weed whacked monthly and he suggested T & G Services would be willing to take on this service for \$325/month from April through September. **P. Kahler** made the motion to approve their services and **P. Welker** seconded it. **Motion carried.**

Peggy Kahler reported this year's band costs were \$1,975.00 and through local sponsorship of \$1,725.00 most of that was recouped. There are plans to pass the hat at the concerts to make up

for the \$250 difference.

Insurance – Peggy Kahler shared with the recent changes to the borough policies such as EFT payments bi-annually our premium as decreased. It was brought to the attention of the insurance committee that we still have a terrorism bill on the policy she suggested removing. There would have to be \$100,000,000 in damage before we could even use it. **K. Groff** made the motion to drop the terrorism coverage and **D. Charles** seconded it. **Motion carried.**

COG – Doug Charles and Dennis Henninger attended the COG meeting and shared the EMS study will be happening in the next 15 months and COG is hopeful it will create better coverage for our area. Dauphin County representative spoke about the Brown Field grants which will take old properties and turn them into green fields. Solar farms were presented to be installed off of Rakers Mill Road but none in the borough.

Mayors Report- nothing to report.

Solicitor Report- Three approved ordinances were approved and Linus Fenicle, Solicitor asked for them to be advertised and voted on at a future meeting. **T. Matter** made the motion to advertise and **P. Kahler** seconded them. **Motion carried.**

Engineer Report: nothing to report.

EMC Report – Don Shutt is working on the Hazard Mitigation paperwork with the Secretary.

UNFINISHED BUSINESS:

- A) Restroom door lock estimate was presented and Kyle Groff offered to install them when they arrived. Doors will include a panic bar so no one can get locked in. This will eliminate the need for someone to physically lock and unlock the doors every morning and every evening.
- B) CEO raise was presented to be retroactive to the end of his probationary period.
- C) President, Dennis Henninger presented a new policy for public meetings that falls in line with the Sunshine Act considering time limits.
President suggested council vote on A), B), and C) together. **P. Kahler** made the motion to carry all three motions and **K. Groff** seconded it. **Motions carried. Roll Call all voted Yes.**
- D) West Wind and Hillcrest Pest Control both submitted estimates for year-round work at the borough and park. **T. Matter** made the motion to stay with Hillcrest Pest Control and **K. Groff** seconded it. **Motion carried. Roll Call all voted Yes.**
- E) An additional 360-degree camera was suggested for the dump and an estimate was presented to council for purchase. **P. Kahler** made the motion to purchase and **P. Welker** seconded it. **Motion carried.**
- F) Linus Fenicle shared he sent a certified letter to Walmart for approval to use their traffic light funding for upgrades to the current light in the borough. Post office said it was ‘in transit’ and he hadn’t received the certified receipt. In order to avoid further delays **P. Welker** made the motion to approve moving forward with the upgrades on approval from Walmart before the next meeting. **K. Groff** seconded it. **Motion carried.**
- G) Kyle Groff represented the borough council at the Upper Dauphin School District land committee meeting. They shared there are a lot of new businesses in our borough, their ideas

for the land, shared background information and ideas for the land such as a new vo-tech and new baseball field.

NEW BUSINESS:

The Little League Association asked if they could continue to have their 2024 and 2025 meetings in the borough meeting room. **P. Welker** approved with stipulations that the back emergency room door is locked during meetings and there are no small children allowed to run around the borough building. **P. Kahler** seconded it. **Motion carried.**

The Secretary presented council with quotes for renewal of the electric supplier. The current supplier offered .08 cent a kilowatt for 48 months. **T. Matter** approved staying with the same supplier and **D. Charles** seconded it. **Motion carried.**

Lynn Kahler, guest, suggested getting a chipper for the dump site and then in turn the borough would have their own mulch. The buildings and ground committee felt this was a lot of time and labor and not worth it.

Letter from Neal Harris regarding suspending his trash bill for six months while he is in Florida was presented. **T. Matter** moved to deny the request and **D. Charles** seconded the motion. **Motion carried.**

REVIEW OF FINANCIAL REPORTS:

TOTAL REVENUE \$ 139,027.73

TOTAL EXPENDITURES \$ 40,924.62

T. Matter made motion to approve financials and paying invoices, **K. Groff** seconded the motion. **Motion carried. Roll call all voted Yes.**

Adjourn- **D. Charles** made motion to adjourn meeting at 8:50 pm. and **K. Groff** seconded the motion. **Motion carried.**

Respectively Submitted,

Heidi P. Mace
Borough Secretary/Treasurer