

June 10, 2024
ELIZABETHVILLE BOROUGH

1. Call to Order
2. Roll Call
3. Review minutes of My 13, 2024
4. Executive Session
5. Additions to Agenda
6. Acknowledge of Guests
7. Review of Correspondence
8. Committee Reports
 - Budget & Finance – Doug Charles
 - Parks & Rec – Tim Matter
 - A. Volleyball net is being purchased for park
 - B. “Play day” on July 20th hosted by State Police and Human Resource Center/waive park rental
 - Personnel & Safety – Doug Charles
 - Insurance – Marie Herb
 - Streets & Maintenance – Kyle Groff
 - A. Maintenance report
 - Planning & Development – Kyle Groff
 - Water, Sewer, Trash – Peggy Kahler
 - Building, Lighting & Grounds – Pat Welker
 - A. Camera data plan options
9. Mayor’s Report
10. EMC Report
11. Code Enforcement Report
 - A. Monthly report attached
 - B. Septic tank issue on Spruce St & Frontier Communication updates
12. Solicitor’s Report
13. Engineer’s Report
 - A. Approve or reject paving bids
14. Unfinished Business
 - A. Discussion on Westwind refund
15. New Business
 - A. Hamilton & Musser contract discussion
 - B. Discussion on borough code books
 - C. Multiply Ink Siren contract
 - D. Secretary new hours
16. Review of Financials
 - A. Approve financials and payment of invoices
17. Adjournment

Those present should know that this meeting is being audio-taped. All tapes and/or digital recordings are destroyed after the minutes are prepared and approved by Borough Council.

ELIZABETHVILLE BOROUGH COUNCIL

MINUTES

June 10, 2024

The Elizabethville Borough Council met June 10, 2024 at Elizabethville Borough Building 68 South Moore Street, Elizabethville Pa 17023. President of Council Dennis Henninger called the meeting to order at 7:03 pm. The meeting opened with the Pledge of Allegiance.

Present:

Roll call taken with the following present: Timothy Matter, Patrick Welker, Marie Herb, Doug Charles, Peggy Kahler and Dennis Henninger. Kyle Groff not present.

Guests: none

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

Approval of Minutes- Motion made by **P. Kahler**, seconded by **D. Charles** to approve the regular meeting minutes for May 13, 2024. **Motion carried.**

Executive Session: none

Additions to Agenda: Matt Malone, Elizabethville Athletic Association requested a sponsorship for the Dauphin County Gaming Advisory Board Grant. He also requested that the Borough pay the engineer expenses for sketches for additional bathrooms and paving at the little league fields. **T. Matter** made the motion to add both to the agenda. **P. Welker** seconded the motion. **Motion carried.**

Acknowledgement of Guests: none

Review of Correspondence: New Hope Charge Trinity UMC requested permission to close Maple Avenue between South Dietrich Avenue and Collier Street on August 10, 2024 for their Block Party. **D. Charles** approved to agree to the street closure. **M. Herb** seconded the motion. **Motion carried.**

COMMITTEE REPORTS:

Streets and Maintenance: Additional paint was purchased to finish the curbs and crosswalks.

Personnel & Safety: Doug Charles shared the Secretary, Maintenance Supervisor and himself all met with R.J. Hall for their annual pension overview.

Code Enforcement Officer- nothing new to report.

Building, Lighting & Grounds- New and old dump camera need SIM cards to continue to work through data. There are 5-year cards for \$399.00 available to purchase. **P. Welker** made the motion to purchase two five-year cards. **T. Matter** seconded the motion. **Motion carried.**

Water, Sewage & Refuse- nothing to report.

Planning & Development- nothing to report.

Budget & Finance – nothing to report.

Parks & Rec- Volleyball net will be purchased to be placed in the former pool area. If it is well received a more expensive, durable net will be purchased in the future.

The Human Services Center and State Police are teaming together for “Play Day” on July 20th and requested to host the event in the park. **P. Welker** made a motion to waive the park rental fee. **T. Matter** seconded it. **Motion carried.**

American Legion has requested to sponsor a band for the 2025 season of our Music in the Park. They are willing to book and pay for the band Whiskey Shooters.

T & G will begin working on weed whacking the outskirts of the little league fields this week.

There is a leaking storm drain pipe at the historical building that is causing a sinkhole. David Miller, Benesch engineer was asked if he could please take a look at it.

Appreciation was shown to the maintenance crew for getting the water fountain in the park in working order again.

Woodwise submitted an estimate of \$1,750.00 to fix tree in the park. Vote was tabled until next meeting.

Insurance – Marie Herb checked if there were any liability issues concerning the Boy Scout who is doing his Eagle Scout project in the park. If he was personally injured his own insurance would cover those costs and the borough general liability policy would cover any other damages.

COG – nothing to report.

Mayors Report- nothing to report.

Solicitor Report- Walmart has not responded in the time frame given to our inquiry into using the Traffic Light Improvement funding they had given previously for our new updates to the light. Solicitor gave the green light to go ahead with changes to the light.

Amended ordinances were advertised in the Citizen Standard and will be ready for codifying by next meeting.

Engineer Report: David Miller of Benesch Engineering reported bids were all in for the paving project. It was recommended to go with Meckley's Limestone Products, Inc. **P. Welker** made the motion to accept the recommendation. **P. Kahler** seconded it. **Motion carried. Roll call all voted Yes.**

Council requested advisement on using ARPA funds for the draining issue at the Historical Society. Engineer agreed to take a look at it and table it until July meeting.

EMC Report – Don Shutt requested help to finish the Mitigation Flood Plane information. He also requested if we could set up guest Wi-Fi in the borough building.

UNFINISHED BUSINESS:

Westwind refund has still not come in and there has been no contact from them. Solicitor will send them a letter concerning the refund.

Letters will need to go out to homeowners that live on Arch, Cherry, and Lyter streets making them aware of the upcoming paving project and street closures.

NEW BUSINESS:

Hamilton and Musser renewal contract was discussed and decided to be tabled until July and Council has a quote for the next three years.

Council would like everyone to have their ordinance books. Options were discussed to purchasing books for everyone. Tabled until July.

New Multiply Ink Siren contract was drawn up since last one signed had the previous owner of that building on the contract. **D. Charles** made the motion to approve the new contract. **P. Welker** seconded the motion. **Motion carried.**

Secretary requested new hours as follows: Monday through Thursday 8 am to 1 pm. **P. Kahler** made the motion to approve new hours. **T. Matter** seconded it. **Motion carried.**

Concerning the Elizabethville Athletic Associations request for sponsorship for the Dauphin County Gaming Grant **P. Welker** made the motion to approve sponsorship. **P. Kahler** seconded the motion. **Motion carried.**

Concerning the Borough paying for the engineer expenses to draw up sketches for new bathrooms and paving for the Dauphin County Gaming Grant **T. Matter** made the motion to approve. **D. Charles** seconded it. **Motion carried.**

Council requested sending Washington Township residents, Scott Howard, Delmar and Ginny Enders thank you notes for their help with mulching the Elizabethville Sign that is actually in the borough.

REVIEW OF FINANCIAL REPORTS:

TOTAL REVENUE \$ 32,045.72

TOTAL EXPENDITURES \$ 46,229.66

P. Kahler made motion to approve financials and paying invoices. **D. Charles** seconded the motion. **Motion carried. Roll call all voted Yes.** Reports are on file.

Adjourn- P. Welker made motion to adjourn meeting at 7:58 pm. and **M. Herb** seconded the motion. **Motion carried.**

Respectively Submitted,

Heidi P. Mace
Borough Secretary/Treasurer