

**August 12, 2024**  
**ELIZABETHVILLE BOROUGH**

- A. Call to Order
- B. Roll Call
- C. Review minutes of July 8, 2024
- D. Executive Session
- E. Additions to Agenda
- F. Acknowledge of Guests
- G. Review of Correspondence
- H. Committee Reports
  - Budget & Finance – Doug Charles
    - A. Budget meetings set for August 28 & Sept 4
  - Parks & Rec – Tim Matter
    - A. Fall Clean-up
  - Personnel & Safety – Doug Charles
  - Insurance – Marie Herb
    - A. Damage that insurance claim covered/damage Borough needs to cover
  - Streets & Maintenance – Kyle Groff
    - A. Maintenance report
    - B. Pipe issue at the historical building
    - C. Possible purchase of a trailer and generator for pipe camera
  - Planning & Development – Kyle Groff
  - Water, Sewer, Trash – Peggy Kahler
  - Building, Lighting & Grounds – Pat Welker
- I. Mayor’s Report
- J. EMC Report
- K. Code Enforcement Report
  - A. Monthly report attached
  - B. Yellow No Parking extension on N. Callowhill St.
  - C. 38 S. Franklin St (Answer Pet Foods) setback variance request
- L. Solicitor’s Report
- M. Engineer’s Report
- N. Unfinished Business
  - A. Westwind refund received
  - B. Copier bids
- O. New Business
  - A. Borough Dauphin County Gaming Grant application – new dump truck
  - B. Junior Council Program
- P. Review of Financials
  - A. Approve financials and payment of invoices
- Q. 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

**August 12, 2024**

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The Elizabethville Borough Council met August 12, 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, Marie Herb, Doug Charles, Kyle Groff, Peggy Kahler, and Dennis Henninger.**

**Guests:** Charles Wourshew – Answers Pet Food, Keith Hill – Lysen, LLC, Kenneth Strine – Borough resident.

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

**Approval of Minutes-** Motion made by **T. Matter**, seconded by **K. Groff** to approve the regular meeting minutes for July 8, 2024. **Motion carried.**

**Executive Session:** none

**Additions to Agenda:** none

**Acknowledgement of Guests:** Kenny Strine was present to confirm he is returning his keys to the building and that he will continue to be on payroll on an as needed basis. Both were confirmed by Council.

**Review of Correspondence:** nothing to report.

### COMMITTEE REPORTS:

***Budget & Finance*** – Budget meetings were advertised and will be held August 28 & September 4, 2024.

***Parks & Rec-*** Committee met with Boy Scout Eagle Scout candidate about possible projects around the park. Stump remover could not be rented because it is broken. Fall clean-up was set for October 12<sup>th</sup> from 8 am to 12 noon and it will be advertised that residents will be limited to two (2) trips with items. Additional cones will be also be put up at the Authority to help with traffic safety.

**Streets and Maintenance:** New camera worked great for investigating the pipe issue at the Historical Society. To protect our investment, it was suggested that we purchase an identification tool, generator, and small enclosed trailer. Mayor suggested that we consider renting out to surrounding municipalities for use to regain money for these additional purchases. Tabled to next meeting so they can get estimates on these items. Council received positive feedback on the traffic light improvements.

**Planning & Development-** They are looking to make improvements to Bender Street piping issues. More information to come at September 9<sup>th</sup> meeting.

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

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

**Personnel & Safety** – nothing to report.

**Insurance** – Marie is trying to reach out to PP&L regarding the storm damage but has not been able to contact anyone so far.

**COG** – nothing to report.

**Mayors Report-** nothing to report.

**Solicitor Report** – nothing to report.

**Engineer Report** – Work began on the Arch and Lyter Street project and should finish within a week. The pipe at the Historical Society that was investigated was found to be degraded to the point where all water is leaking out of it and back into the terra cotta and/or leaching into the ground. It was recommended a new inlet be place on the east side of the parking lot near the break. The concrete pipe/brick surface drain on Cedar Street should also be replaced with a standard inlet. This work can be done in two seasons and an estimate from Roy Adams & Sons, Inc. will be forthcoming to the borough. Signal permits continue to be worked on to include the leading pedestrian interval. A quote will be given to the borough for the Bender Street engineering costs by the September 9th council meeting.

**EMC Report** – Reimbursement for courses was only \$45 instead of the previous projected \$55. His pager died and he will need a new one from his budget. Matamoras and Lehman Roads are having repairs done due to recent storms.

**Code Enforcement Officer-** Nathan Minnich of Minnich Funeral Homes requested his yellow curbing be extended to 40 feet. **K. Groff** made a motion not to approve and **P. Welker** seconded it. **Motion carried.**

There are two (2) unpaid fines and one has already been sent to the Magistrate and the second for Frontier Communications was suggested to be sent to the Magistrate as well. Convenience store has been progressing slowly. Residents who have porches overflowing with garbage have been given warnings.

