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

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.

<u>Approval of Minutes-</u> 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

<u>Acknowledgement of Guests:</u> 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 12th 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 9th 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.

Answer Pet Food owner was in attendance and looking for approval of a variance for an additional storage area with a 25-foot set back. It will be 10 feet from the telephone poll and 18 feet from Pine Avenue. It will not change any truck patterns that already come down from Spruce. **T. Matter** made the motion to approve the variance and **K. Groff** seconded the motion. **Motion carried.**

UNFINISHED BUSINESS:

Westwind refund was received.

There were no bids on either copier so it was suggested to look into the Goodwill reimbursement program and with local used office furniture companies who may be interested in them.

NEW BUSINESS:

Discussion was had about applying for the Dauphin County Gaming Grant for a new dump truck for the borough. New budget will include the difference of vehicle maintenance funds already available. **P. Welker** made a motion to move forward with the grant and **D. Charles** seconded the motion. **Motion carried.**

Junior Council program was discussed and it was tabled until next meeting after other municipalities can be contacted and more information gathered on how to proceed.

Fire Tax Committee meeting is slated for August 21, 2024 at 7 pm and Council members Marie Herb and Doug Charles will be attending.

There is a new Veteran Assistance building in the borough and they hand out free food to registered veterans in the community. Borough would like to help them get the word out they exist and how they can help our borough residents.

REVIEW OF FINANCIAL REPORTS:

TOTAL REVENUE	\$ 14,881.58
TOTAL EXPENDITURES	\$ 38,866.49

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

Adjourn- P. Welker made motion to adjourn meeting at 8:10 pm. and D. Charles seconded the motion. Motion carried.

Respectively Submitted,

Heidi P. Mace Borough Secretary