

December 9, 2024
ELIZABETHVILLE BOROUGH

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Review minutes of November 11, 2024
5. Executive Session
 - A. 2025 salary/employee evaluations
 - B. Dental/vision insurance
6. Additions to Agenda
7. Acknowledgement of Guests
8. Review of Correspondence
 - A. Elizabethtown Area Authority board member consideration for January meeting
 - B. Reliance Hose Company #1 monthly report
9. Committee Reports
 - Budget & Finance – Doug Charles
 - A. Adopt 2025 budget
 - Parks & Rec – Tim Matter
 - Personnel & Safety – Doug Charles
 - A. 2025 salary action
 - Insurance – Marie Herb
 - Streets & Maintenance – Kyle Groff
 - A. Maintenance report
 - Planning & Development – Kyle Groff
 - Water, Sewer, Trash – Peggy Kahler
 - Building, Lighting & Grounds – Pat Welker
10. Mayor’s Report
11. EMC Report
12. Code Enforcement Report
 - A. Monthly report attached
 - B. Illegally parked vehicles within the borough
 - C. 435 W. Main St. landlord issue
13. Solicitor’s Report
 - A. Fire tax increase and ordinance
 - B. Approve fire tax agreement 1/1/2025 – 12/31/2028
14. Engineer’s Report
15. Unfinished Business
 - A. Gaming grant priorities
16. New Business
 - A. 2025 meeting dates
 - B. C.M. High Maintenance agreement
 - C. Tax collector commission
 - D. Special meeting December 23rd at 9 am – Fire tax ordinance/rate or any other new business
17. Review of Financials
18. Adjournment

ELIZABETHVILLE BOROUGH COUNCIL

MINUTES

December 9, 2024

The Elizabethville Borough Council met December 9, 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, Peggy Kahler, and Dennis Henninger. Doug Charles, Marie Herb. Patrick Welker and Kyle Groff not present.

Guests: Doug Goudy, maintenance and Ira Fedder, borough resident.

Also present: David Miller, Benesch engineer, Matt Schaffner, Maintenance Supervisor, Jim Miller, Code Enforcement Officer and Donald Shutt, EMC representative.

Approval of Minutes- Motion made by **D. Charles**, seconded by **M. Herb** to approve the regular meeting minutes for November 11, 2024. **Motion carried.**

Executive Session: **T. Matter** made a motion to go in to executive session at 7:01 pm and **D. Charles** seconded the motion. Council moved in to executive session until 7:30 pm.

D. Charles made the motion to approve employees must work 20 hours per week in order for borough to pay their dental/vision insurance. **M. Herb** seconded the motion. **Motion carried.**

D. Charles made the motion to approve personnel pay raises effective January 1, 2025 as follows:

Heidi Mace, Secretary \$22.05

Jim Miller, Code Enforcement Officer \$22.05

Doug Goudy, Maintenance \$21.65

Matt Schaffner, Maintenance will remain at \$31.50 but receive a bonus of \$3,000.00

M. Herb seconded the motion. **Motion carried.**

Roll call all voted yes. Patrick Welker and Kyle Groff not present.

Additions to Agenda: None.

Acknowledgement of Guests: None.

Review of Correspondence: Elizabethville Area Authority board member consideration will be addressed at Borough's January meeting.

COMMITTEE REPORTS:

Budget & Finance – 2025 budget was presented for approval. **D. Charles** made the motion to approve final budget, **T. Matter** seconded the motion. **Motion carried.**

Roll call all voted yes. Patrick Welker and Kyle Groff not present.

Parks & Rec- The committee met with the Little League Association members and presented list of upgrades to the park.

Streets and Maintenance – Dump truck went to Sunbury Motors to check an oil leak and maintenance was waiting to hear back if it was covered under warranty.

Planning & Development - Nothing to report.

Water, Sewage & Refuse - Nothing to report.

Building, Lighting & Grounds – Nothing to report.

Personnel & Safety – Nothing to report.

Insurance - Nothing to report.

COG – Nothing to report.

Mayors Report- nothing to report.

Solicitor Report – Solicitor presented prepared ordinance to raise the fire tax from .700 mils to 1.05 mils to be advertised. His recommendation was it to be adopted at December 23rd Special Meeting of Council. **P. Kahler** made the motion to advertise the proposed ordinance to be adopted at December 23, 2024 Special Meeting and **M. Herb** seconded it. **Motion carried.**

Roll call all voted yes. Patrick Welker and Kyle Groff not present.

Engineer Report – Engineer attended training for flood plan management on behalf of the Borough.

Concerning Bender Street – there has been no answer from DEP.

Engineer is exploring options for which streets need paved in 2025

The revision for pedestrian light permit was signed and being sent December 10, 2024.

Concerning Zigner property – engineer has written a response that is on file with the Borough in case the subject comes up again.

EMC Report – Don Shutt reported a resolution in January for the Operations Manual will be available.

Code Enforcement Officer- nothing new to report.

UNFINISHED BUSINESS:

Gaming grant priorities were decided as follows: 1) Sewer/water authority 2) Fire company
3) Borough maintenance truck

NEW BUSINESS:

T. Matter made the motion to approve 2025 meeting dates. **D. Charles** seconded the motion. **Motion carried.**

P. Kahler made the motion to approve C.M. High Maintenance agreement for 2025. **T. Matter** seconded the motion. **Motion carried.**

T. Matter made the motion to retain tax collector commission at 3% for the duration of his/her term. **D. Charles** seconded the motion. **Motion carried.**

REVIEW OF FINANCIAL REPORTS:

TOTAL REVENUE **\$ 3,492.50**

TOTAL EXPENDITURES **\$ 30,825.93**

T. Matter made motion to approve financials and paying invoices. **D. Charles** seconded the motion. **Motion carried. Roll call all voted Yes, Patrick Welker and Kyle Groff absent.**

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

Respectively Submitted,

Heidi P. Mace
Borough Secretary