

**January 13, 2025**  
**ELIZABETHVILLE BOROUGH**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Review minutes of December 9, 2024 & December 23, 2024
5. Executive Session
6. Additions to Agenda
7. Acknowledgement of Guests
  - A. Camden Koppenhaver – Boy Scout Troop #86
  - B. Joseph Kerwin, State representative
8. Review of Correspondence
  - A. Reliance Hose Company #1 monthly report
9. Committee Reports
  - Budget & Finance – Doug Charles
  - Parks & Rec – Tim Matter
    - A. Selling laptops & purchasing Chromebook
  - Personnel & Safety – Doug Charles
    - A. Dental/vision change
    - B. McAllister personnel status change
  - Insurance – Marie Herb
  - Streets & Maintenance – Kyle Groff
    - A. Maintenance report
    - B. Two new truck quotes
  - 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
13. Solicitor's Report
14. Engineer's Report
15. Unfinished Business
  - A. Arch Street
  - B. Appoint Council rep for the E-ville Area Authority
16. New Business
  - A. General code maintenance bill
  - B. Icloud renewal (website and domain)
  - C. Benesch Consulting Agreement renewal
  - D. New Solicitor rates
  - E. Principal life insurance contract
  - F. CD renewal
17. Review of Financials
18. Adjournment

# ELIZABETHVILLE BOROUGH COUNCIL

## MINUTES

**January 13, 2025**

---

The Elizabethville Borough Council met January 13, 2025 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, K. Groff. Patrick Welker not present.**

**Guests:** Kathy Bordner, borough resident; Rebecca and Tannar Rhine, borough residents; Val and Dennis Weaver, borough residents.

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

**Approval of Minutes-** Motion made by **T. Matter**, seconded by **D. Charles** to approve the regular meeting minutes for December 9<sup>th</sup> and December 23<sup>rd</sup>(Special Meeting), 2024. **Motion carried.**

**Additions to Agenda:** Add Kaya Thoma as the Borough's delegate for DCTCC as letter G. under new business.

Letter from Dauphin County Office of Tax Claim Bureau to agree to offer a 30-day interest free grace for period for returned 2024 County Real Property Tax. No action needed if Council was in agreement.

**Acknowledgement of Guests:** Camden Koppenhaver was not present and Joseph Kerwin postponed to February meeting.

**Review of Correspondence:** Reliance Hose Co. #1 monthly report. No questions.

### COMMITTEE REPORTS:

***Budget & Finance*** – nothing to report.

***Parks & Rec-*** The committee has made the decision to sell the unused laptop bought during COVID on Municibid to offset the cost of a new tablet to monitor cameras in the park and at the dump. **T. Matter** made the motion to move forward with sale and **D. Charles** seconded the motion. **Motion carried.**

**T. Matter** made the motion to donate the second unused laptop to Donald Shutt, EMC Coordinator for use in the backroom emergency station and **M. Herb** seconded the motion. **Motion carried.**

*Streets and Maintenance* – Quotes were presented for new maintenance truck from Sunbury Motors and Hoffman Ford. Hoffman Ford was the first choice at \$120,598.00 and **K. Groff** made the motion to accept this quote and **P. Kahler** seconded the motion. **Motion carried.** Quotes on file.

**Roll Call: P. Kahler – yes, M. Herb – yes, D. Henninger – yes, T. Matter – No, D. Charles – yes, K. Groff – yes, Patrick Welker absent.**

*Planning & Development* - Nothing to report.

*Water, Sewage & Refuse* – 2025 Valley Waste Trash pickup schedule was put on Facebook and borough website.

*Building, Lighting & Grounds* – Nothing to report.

*Personnel & Safety* – Executive session discussion.

*Insurance* - Nothing to report.

*COG* – Nothing to report.

*Mayors Report*- nothing to report.

*Solicitor Report* – nothing to report.

*Engineer Report* – Engineer emailed the signal permit plan is still being reviewed. The signal maintenance agreement has been accepted by PENNDOT. He will be meeting with maintenance crew in the next 4-6 weeks to discuss paving projects for 2025. He is also actively looking for grant opportunities for the Bender Street project.

*EMC Report* – Don Shutt is working with Borough Secretary to update Flood Plain Mitigation Report.

*Code Enforcement Officer*- CEO is working on an animal ordinance in response to the chicken coops in the borough and bird flu concerns. He also reported that 332 W. Main Street has not been cleaned out and it has been 30 days. He will be contacting the owners with Council concerns.

### **UNFINISHED BUSINESS:**

Kathy Bordner, borough resident spoke on the property lines and she has been plowing, cutting trees and grass on the southern line of the railroad bed since she has lived there. In her research she found that the right of way is not owned by anyone. The borough bought the land in 1995 in

