

March 10, 2025
ELIZABETHVILLE BOROUGH

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Review minutes of February 10, 2025
5. Executive Session
6. Additions to Agenda
7. Appointment of Council vacancy by Resolution 2025-
8. Acknowledgement of Guests
9. Review of Correspondence
 - A. Reliance Hose Company #1 February report
10. Committee Reports
 - Budget & Finance – Doug Charles
 - Parks & Rec – Tim Matter
 - Personnel & Safety – Doug Charles
 - A. Change to comp policy in personnel manual
 - Insurance – Marie Herb
 - Streets & Maintenance – Kyle Groff
 - Planning & Development – Kyle Groff
 - Water, Sewer, Trash – Peggy Kahler
 - A. Spring Clean-up Day May 3, 2025
 - Building, Lighting & Grounds – Tim Matter
11. Mayor's Report
12. EMC Report
13. Maintenance Supervisor Report
14. Code Enforcement Report
 - A. Monthly report attached
 - B. Chicken coop ordinance
15. Solicitor's Report
 - A. Arch Street
16. Engineer's Report
 - A. Bender & Moore/Cedar Street updates
17. Unfinished Business
18. New Business
 - A. Hillcrest maintenance quote
19. Review of Financials
20. 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

March 10, 2025

The Elizabethtown Borough Council met March 10, 2025 at Elizabethtown Borough Building 68 South Moore Street, Elizabethtown 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, Dennis Henninger. Doug Charles, Marie Herb, and Kyle Groff.

Guests: Kathy Bordner, Valerie Miller, and Valerie Weaver, all borough residents; and David Miller, Engineer.

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 **D. Charles**, seconded by **K. Groff** to approve the regular meeting minutes for February 10, 2024. **Motion carried.**

Additions to Agenda: None.

Acknowledgement of Guests: N/A

Appointment of Council vacancy by Resolution 2025-02 – Valerie Miller and John Miller presented applications for the vacant Council seat. **T. Matter** made the motion to appoint her to the vacant seat. **M. Herb** seconded the motion. **Motion carried.** Mayor Jamie Margerum gave the oath.

Review of Correspondence: Reliance Hose Company #1 February report.

COMMITTEE REPORTS:

Budget & Finance – Nothing to report.

Parks & Rec- The Troutman family confirmed they will be donating a reading bench in honor of their parents 50th wedding anniversary. This project will be completed in a few weeks.

The Little League Association discovered their dumpster is full of trash, despite not having used the field since July. Dennis Henninger said he will look in to how we can prevent this.

The Little League Association is doing an opening day small parade through the park on April 26, 2025. They are requesting Park Drive be closed for 30 minutes from the high school field to

the little league field. **T. Matter** made the motion to close Park Drive at their request. **D. Charles** seconded the motion. **Motion carried.**

The Little League Association would like to make improvements to and around their field. They are requesting it be a co-operative project with the borough. Projects would be completed in phases and primarily funded through grant opportunities. Projects they would like the borough to take care of include install/build a restroom, storage shed and pave the parking area. They would be responsible for a new announcer's booth, new dugouts and grandstand, moving home plate south to increase the field and adding lights for night games.

The borough received a complaint about a rotting tree that borders a township residents property. Woodwise gave a quote to remove the tree which council denied. Borough maintenance crew will be trimming the trees in the park in response to the complaint.

Streets and Maintenance – Street sweeping was announced to begin April 7, 2025.

Planning & Development - Nothing to report.

Water, Sewage & Refuse – Spring Clean-up Day was announced for May 3, 2025 from 8 am to noon. **K. Groff** made the motion to accept the date and time. **M. Herb** seconded the motion. **Motion carried.**

Building, Lighting & Grounds – Nothing to report.

Personnel & Safety – A change was introduced for the accrual of comp time in the personnel handbook. **D. Charles** made the motion to accept the change. **K. Groff** seconded the motion. **Motion carried.**

Insurance – Marie Herb completed the necessary insurance forms to get new quotes for the current insurance policies held by the borough.

COG – Nothing to report.

Mayors Report- nothing to report.

Solicitor Report – Linus is still researching the Arch Street and Railroad property issue. Solicitor will have more information for Council at the April meeting. He does feel it will be difficult to come up with a correct answer to resolve the boundary lines issue.

Upper Dauphin School District sent the borough \$10,000 towards escrow account regarding Franklin Street project.

Engineer Report – Engineer estimated it will cost the borough \$34,000.00 to have six designated streets paved without milling.

Engineer suggested the borough proceed with fixing the Historical Society pipe that was previously discussed. Borough maintenance crew can do this project.

