

**ELIZABETHVILLE BOROUGH  
COUNCIL MEETING  
MINUTES**

**April 14, 2014**

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The Elizabethville Borough Council met on April 14, 2014 in the Municipal Building at 14 South Market Street in Elizabethville, Pennsylvania. President Gary Shadle 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 Mandy Carl, Travis Enders, James Facinelli, Dennis Henninger, Gary Shadle, and Russell Snyder Jr. Robert Spalluto was absent.

Also present: Linus Fenicle, Borough Solicitor; Peggy Kahler, Secretary; Matt Schaffner, Borough Maintenance. Maryellen Chenoweth, Code Enforcement Officer; Justin Challenger, Mayor (arrived 7:30pm).

Guests: Jeffrey Fetterhoff – Elizabethville Area Authority

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**Approval of Minutes:** Motion made by Travis Enders, seconded by Dennis Henninger to approve the minutes (with corrections) from the monthly meeting of March 10, 2014 as presented. Motion carried.

**Acknowledgement of Guests:**

President G. Shadle recognized Jeffrey Fetterhoff, Chairman; Elizabethville Area Authority. The Spring Clean-up Day for borough residents is scheduled for May 3<sup>rd</sup>. Oil, anti-freeze, electronics and tires will again be accepted. The municipal garbage services contract with Valley Waste Inc. expires December 31, 2014. Mr. Fetterhoff thanked Borough Council for their support with the Dauphin County Local Share Municipal Grant Program. The authority was awarded \$70,000 to be used towards a new chemical building. The Authority re-applied for funding to complete a water project on Clearfield Street through the Community Development Block Grant Disaster Recovery program. The Rules and Regulations for the water and sewer departments were updated this year, the delinquent bill policy has changed effective January 3<sup>rd</sup>.

Review of Correspondence: All correspondences were made available to Council, no further action.

**COMMITTEE REPORTS:**

Streets & Maintenance – Chairman J. Facinelli reported that the committee purchased a used Salt Spreader from an online Government Auction (*municibid.com*). The item is an airflow stainless steel 1.5 cu.yd. spreader sold by Township of Freehold in New Jersey; final cost was \$1,904.00 plus a processing fee of \$152.32. The committee is recommending council contracts Kimmel Coal Company to sweep the borough streets this year. Money was appropriated in the Street Budget to purchase a street broom; money could be transferred between equipment purchase and equipment rental to offset the cost Christmas lights will be removed within the next two weeks. A traffic study is underway to make Sampson Street and Monroe Street (*between Market and Deitrich*) a one way only.

Police & Safety – Nothing to report at this time.

Codes Enforcement Officer – M. Chenoweth reported she is starting to schedule dates for rental inspections. Monthly report on file.

Building, Lighting & Grounds - Nothing to report at this time.

Water, Refuse & Sewage – Updates listed under Acknowledgement of Guests.

Planning & Development - Nothing to report at this time.

Budget & Finance – D. Henninger reported the year to date revenues and expenses seem to be on target. A few line items are over budget due to the timing of the invoices.

Park & Recreation – Chairman T. Enders reported that all items will be covered under New Business.

COG – Next COG meeting will be held at the Gratz Borough Municipal Building.

Insurance – Chairwoman M. Carl reported that RFP's were sent to three different insurance companies. Two agencies returned quotes; the committee met with the agents today to review their proposal. All information and prices will be outlined and presented at the May meeting.

Personnel – Chairwomen M. Carl welcomed Maryellen Chenoweth, as the new Code Enforcement Officer for the borough.

Mayor's Report – Mayor Challenger reported; members of a local church are looking for community projects and would be willing to help the borough if we have a project scheduled.

Solicitor's Report – Linus Fenicle advised council he is working with the Code Enforcement Officer to obtain an Administrative Search Warrant.

Engineer's Report – Catherine Hoover, (REI) completed a final review of Broad Street (between Church and Franklin Streets) before the reclamation bid is presented to council for advertisement. A pre-bid meeting will occur after the documents are advertised and before the bids are opened at the June meeting.

#### UNFINISHED BUSINESS:

Administrative Building Permit - Nothing new to report, still under review.

#### NEW BUSINESS:

**Salt Spreader:** Motion made by James Facinelli, seconded by Russell Snyder authorizing the purchase of a stainless steel salt spreader from municibid.com, at a cost of \$1,980.00 plus a sale process fee of \$152.32. Motion carried.

**Budget Transfer:** Motion made by Travis Enders, seconded by Dennis Henninger to make a two-thousand (\$2,000) dollar budget transfer within the General Fund from line item 437.74 (Equipment Purchase) to line item 437.38 (Equipment Rental). Motion carried.

**Money Transfer:** Motion made by Dennis Henninger, seconded by Russell Snyder to transfer three-thousand (3,000) dollars from the General Fund Ready Reserve into the Park and Recreation Account line item 452.37 (Repair & Maintenance). Motion carried.

**Financial Reports - Bicentennial Committee:** Motion made by Travis Enders, seconded by Russell Snyder to request the Elizabethville Area Bicentennial Committee provides council with ongoing quarterly financial reports as well as any request that effect the borough property be made through the Bi-centennial Co-Chairmen. Motion carried.

**Motion Repealed:** Motion made by Travis Enders, seconded by Dennis Henninger to repeal a September 10, 2013 motion giving the Elizabethtown Area Bicentennial Committee permission for a commemorative brick project in the Borough Park. Motion carried.

**Memorial Day Parade:** Motion made by Russell Snyder, seconded by James Facinelli approving The American Legion, Post 404 to hold a Memorial Day Parade on May 26, 2014. Organization must provide a copy of their liability insurance. Motion carried.

**Annual Yard and Craft Day:** Motion made by Travis Enders, seconded by Russell Snyder authorizing the Borough Maintenance Department to close Broad Street (between Market and Church Street) from 7:00 am – 3:00 pm on June 6<sup>th</sup> 7<sup>th</sup> for the Community Yard Sale Days. Motion carried.

**Grass Mowing Contract:** Motion made by Dennis Henninger, seconded by Mandy Carl authorizing Borough Council to hire Hassinger Lawn Care Services at thirty-five (\$35) dollars per hour. Certificate of Liability Insurance must be on file with the Borough Office. Motion carried.

**Playground Mulch:** Motion made by Travis Enders, seconded by Russell Snyder authorizing the purchase of 100 cubic yards of wood carpet playground mulch from Liberty Parks & Playgrounds, Inc. at the quoted price of \$2,259.04. Motion carried.

**Stihl Pole Trimmer:** Motion made by Travis Enders, seconded by Russell Snyder authorizing the purchase of a Gas Powered Stihl Pole Trimmer and extended reach shaft from Valley Ag & Turf at a cost of \$520.00. Motion carried.

**Park Restroom Upgrades:** Motion made by James Facinelli, seconded by Russell Snyder authorizing the purchase of two waterless urinals and four automatic shut-off faucets cost not exceed two-thousand (\$2,000) dollars Motion carried.

**Dumpster Permits:** Motion made by Gary Shadle, seconded by James Facinelli requiring Borough Residents to supply a copy of their dumpster permit or the dumpster permit number to the Borough's contracted Garbage Hauler (Valley Waste Incorporated) before the dumpster may be delivered. Motion carried.

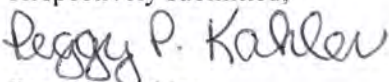
#### REVIEW OF FINANCIAL REPORTS:

Motion made by Travis Enders, seconded James Facinelli to accept the Financial Reports as presented. Roll Call vote: M. Carl (yes); T. Enders (yes); J. Facinelli (yes); D. Henninger (yes); G. Shadle (yes); R. Snyder (yes). Motion carried unanimously.

Total Revenue	\$57,977.67
Total Expenditures	\$27,062.49

**Adjourn:** Motion made by Russell Snyder, seconded by James Facinelli to adjourn at 8:15 PM. Motion carried.

Respectively submitted,



Peggy P. Kahler  
Borough Secretary