

**ELIZABETHVILLE BOROUGH COUNCIL
REORGANIZATION MEETING
MINUTES
January 5, 2026**

Elizabethville Borough Council met on January 5, 2026 in the Municipal Building at 68 South Moore Street, Elizabethville. Dennis Henninger, council President called to order the Reorganization Meeting at 7:00 pm. followed by the Pledge of Allegiance.

Swearing in of New Officials had been done prior to the Reorganization Meeting Mike Leitzel, Eric Stiely, and Valerie Miller took their seats on Elizabethville Council. Reverend Christian Wright took his seat as newly elected Mayor.

Roll Call taken with the following present: Dennis Henninger, Mike Leitzel, Eric Stiely, Tim Matter, Marie Herb, Peggy Kahler, and Valerie Miller.

Attendance: Heidi Mace, Secretary; Matt Schaffner, Maintenance Supervisor, Linus Fenicle, Solicitor, and Jim Miller, Code Enforcement Officer.

Nomination and election for Council President- Marie Herb conducted the election of Council President.

Council President- Motion made by **Tim Matter**, seconded by **Eric Stiely** to appoint Dennis Henninger as Council President. There were no other nominations. **Dennis abstained. Motion carried.**

Marie Herb turned the meeting over to President Dennis Henninger. President Henninger asked for nominations for Vice President.

Council Vice-President- Motion made by **Peggy Kahler**, seconded by **Marie Herb** to appoint Tim Matter as Vice President of Council. There were no other nominations. **Motion carried.**

7. Borough Right to Know Officer- Heidi Mace.

8. Borough Solicitor- Linus Fenicle, Smigel, Anderson & Sacks, PC as Borough Solicitor.

9. Borough Engineer- Alfred Benesch as Borough Engineer.

10. Borough Sewage Enforcement Officer- Brian McFeaters as Borough Sewage Enforcement Officer.

11. Borough Auditor – Hamilton & Musser.

Dennis asked for a motion to approve all agenda items 7 through 11 together. **T. Matter** made the motion to pass Agenda items 7 through 11 and **M. Herb** seconded it. **All motions passed.**

ROLL CALL: President called for a Roll Call vote and all Council members present voted YES.

12. Resolutions A through G –

A. Resolution 2026-01 Chief Administrative Officer of the Non-Uniformed Pension Plan- Chief Administrative Officer of the Non-Uniformed Pension Plan – Heidi Mace.

B. Resolution 2026-02 Volunteer Emergency Management Officer- Volunteer Emergency Management Coordinator - Don Shutt.

C. Resolution 2026-03 Chairman vacancy Board- Chairman Vacancy Board – Tim Matter.

D. Resolution 2026-04 Flood Plain Administrator- Flood Plain Administrator – Alfred Benesch.

E. Resolution 2026-05 Tax Collector Fees- Tax Collector Fees – approve fees same as 2025.

F. Resolution 2026-06 Fees for Pavilion Rental- Fee Schedule for Park facilities – approve rental fees same as 2025.

G. Resolution 2026-07 Appoint Borough Secretary/Treasurer – Secretary/Treasurer appointment – Heidi Mace.

13. C.M. High Inc. – Traffic Light Maintenance Service.

14. Pa. State Association of Boroughs membership and Association Dues – approved.

15. Association of Mayors of the Borough of Pennsylvania- Approved Mayor to be a member.

16. Building Inspector Underwriters (BIU) – Barry Issett & Associates, LLC.

Dennis asked for a motion to approve agenda items 12 through 16 in one motion. **P. Kahler** made motion to approve Resolutions A through G and agenda items 13 – 16 and **M. Herb** seconded it. **All motions passed.**

ROLL CALL: President called for a Roll Call vote and all Council members present voted YES.

Adjourn- Motion made by **M. Herb** to adjourn the meeting at 7:05 pm, seconded by **V.. Motion carried.**

Respectively submitted,

Heidi Mace
Borough Secretary/Treasurer