

**ELIZABETHVILLE BOROUGH  
COUNCIL MEETING  
MINUTES**

**September 08, 2014**

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The Elizabethtown Borough Council met on September 08, 2014 in the Municipal Building at 14 South Market Street in Elizabethtown, 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, James Facinelli, Dennis Henninger, Gary Shadle, Russell Snyder Jr. and Rodney Spicher. Travis Enders was absent.

Also present: Linus Fenicle, Borough Solicitor; Peggy Kahler; Borough Secretary; Matt Schaffner, Borough Maintenance. Mayor Challenger was absent.

Guests: Charles & Christine Wertz - Residents

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**Approval of Minutes:** Motion made by Dennis Henninger, seconded by Russell Snyder to approve the minutes of August 11, 2014 as presented. Motion carried.

Acknowledgement of Guests:

President Shadle recognized Charles Wertz; who was notified by the CEO to trim his trees back on Bender Street to allow visibility of the stop sign. Mr. Wertz asked for clarification on required distance necessary to see a traffic sign. Matter referred to the CEO.

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

**COMMITTEE REPORTS:**

Streets & Maintenance – Chairman J. Facinelli reported; Matt is patching pot holes and recently attended a driver safety class sponsored by LTAP.

Police & Safety – R. Spicher reported that the CEO notified numerous residents about high grass and overgrown trees. To date there have been no problems with people complying.

Codes Enforcement Officer – All council members received copies of the monthly report. Report on file.

Building, Lighting & Grounds – Chairman R. Snyder reported; two of the shed roofs need to be replaced at the 68 Moore Street property. Klinger Lumber Company quoted seven hundred (\$700) dollars for shingles, paper and supplies.

**Roof Replacement:** Motion made by Russell Snyder, seconded by Dennis Henninger to replace both of the shed roofs at 68 Moore Street at a cost of \$750.00. Motion carried.

Non-biodegradable items are being deposited at the boroughs landfill (dump) area. Ongoing discussion about closing the area permanently.

Water, Refuse & Sewage – Nothing to report at this time.

Planning & Development - Nothing to report at this time.

Budget & Finance – Chairman D. Henninger reported; the committee has already begun the budget process, \$45,000 for renovations costs at 68 Moore Street are being included for next year.

Park & Recreation – Chairman T. Enders submitted a quote from Verizon Wireless to be addressed under New Business. Report from the UDRA on file.

COG – No report.

Insurance – Nothing to report at this time.

Personnel – Chairwomen M. Carl reported; Matt Schaffner completed a Driver Safety Course, his certificate of completion will be submitted to the insurance company.

Mayor's Report: Nothing to report.

Solicitor's Report – Nothing to report.

Engineer's Report – Catherine Hoover; Raudenbush Engineering reported that as a result of a site visit she is recommending changing the pavement 2inch overlay to a leveling course and 1 ½ inch over. This approach is being suggested as the final depth road surface is course and a leveling course will ensure the final finish of the roadway is smooth.

**Broad Street Change Order:** Motion made by Rodney Spicher, seconded by Jim Facinelli to approve a change order to the Broad Street Project that allows for a ½ inch leveling course and 1-1/2 inch wearing overlay of 9.5mm product. Extra tonnage could be necessary. Motion carried.

#### UNFINISHED BUSINESS:

President Shadle asked council to think about ideas on redesigning the physical layout of 68 Moore Street to include offices and a meeting room. A sketch will be developed before the engineer is called in.

#### NEW BUSINESS:

**Vacancy Board Chairman:** Motion made by Gary Shadle, seconded by Mandy Carl to appointed Fredrick Renn to serve as *Chairman of the Vacancy Board*, term expires the first Monday in January after the first municipal election. Motion carried.

**Halloween Parade:** Motion made by Jim Facinelli, seconded by Dennis Henninger approving the Elizabethville Area Volunteers to hold a Halloween Parade on Monday October 20, 2014, and to allow Matt Schaffner, Borough Maintenance to assist with traffic control. Motion carried.

**125<sup>th</sup> Anniversary Celebration Parade:** Motion made by Jim Facinelli, seconded by Mandy Carl approving the Reliance Hose Company to hold a parade in honor of their 125<sup>th</sup> anniversary celebration on Saturday October 11, 2014. Motion carried.

**Trick or Trot (SKRun):** Motion made by Russell Snyder, seconded by Jim Facinelli approving the Bicentennial Trick or Trot Committee to hold a 5K run; course will include numerous borough streets. Motion carried.

**Minimum Municipal Obligation:** Motion made by Mandy Carl, seconded by Russell Snyder to approve the 2015 MMO obligation for the Non-Uniformed Employee Pension Plan. Motion carried.

**Wireless Phone Contract:** Motion made by Jim Facinelli, seconded by Russell Snyder authorizing Borough Council to enter into an agreement with Verizon Wireless for cellular service at monthly charge of \$48.90 plus tax. Motion carried.

**Latex Liquid Filler:** Motion made by Gary Shadle, seconded by Russell Snyder authorizing the purchase of 55 gallons of latex liquid filler crack sealing product at a cost of \$396 plus shipping. Motion carried.

REVIEW OF FINANCIAL REPORTS:

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

Total Revenue	\$ 19,706.67
Total Expenditures	\$ 15,468.01

**Executive Session:** Motion made by Dennis Henninger, seconded by Mandy Carl to enter into closed session at 8:05 PM to discuss personnel matters. Council returns to open session at 8:22 PM.

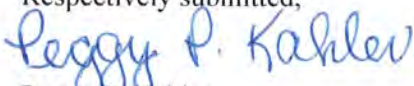
**New Hire:** Motion made by Jim Facinelli, seconded by Russell Snyder to have the Personnel Committee review, interview and if satisfied, hire one of the applicants for a Part Time Maintenance position with the following criteria:

- Salary: \$12/Hr
- If complete a flagging course: .25 cent increase
- Performance review after 6 month with a possible salary increase.
- Maximum of 20hours/week (on call, as needed)
- No benefits.

Motion carried.

**Adjourn:** Motion made by Rodney Spicher, seconded by Russell Snyder Jr. to adjourn at 8:26 PM. Motion carried.

Respectively submitted,



Peggy P. Kahler  
Borough Secretary