

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

October 12, 2015

The Elizabethtown Borough Council met on October 12, 2015 in the Municipal Building at 14 South Market Street in Elizabethtown, Pennsylvania. President Gary Shadle called the meeting to order at 7:00pm. 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, Rodney Spicher. Travis Enders was absent.

Also present: Linus Fenicle, Borough Solicitor; Peggy Kahler, Borough Secretary; Maryellen Chenoweth, Code Enforcement Officer; Matt Schaffner, Maintenance Supervisor.

Guests: None

Approval of Minutes: Motion made by Mandy Carl, seconded by James Facinelli to approve the Meeting Minutes of September 14, 2015 as presented. Motion carried.

Acknowledgement of Guests:

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

COMMITTEE REPORTS:

Streets & Maintenance – Chairman J. Facinelli reported six (6) drums of Kold-Flo pourable asphalt filler has been used to repair cracks on the Borough Streets. Leaves will be picked up throughout the Borough on Monday, Wednesday and Friday, the service is expected to begin next week. Report on file.

Police & Safety – Chairman D. Henninger questioned the Borough Solicitor on how the Borough could enforce the two (2) hour Parking Ordinance. The Code Enforcement Officer was advised to pursue the ability to access the Pennsylvania Justice Network (JNET).

Codes Enforcement Officer - Monthly report on file.

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

Water, Refuse & Sewage – D. Henninger reported that the Borough's Fall Clean-up Day went well. There were several dumpsters of trash and electronics collected. Some consideration should be given to improving how the event could be advertised.

Planning & Development - Nothing to report at this time.

Budget & Finance – Chairman D. Henninger advised Council that the proposed 2016 budget has a balance of \$9,000. Personnel matters need to be discussed in a close session. To further reduce the Borough's overall expenditures Councilmembers previously agreed to eliminate their monthly compensation while the renovation

loan is open. The Borough Solicitor advised abolishing the compensation would require amending the current ordinance; furthermore it would not affect anyone already in office. Council discussed voluntarily returning monthly compensation checks.

Park & Recreation – Upper Dauphin Recreation Association (UDRA) was unable to provide a monthly report due to a computer crash. The current Little League President informed Gary Shadle that the Association would like to construct another building at the second baseball field. They were uncertain about what permits would be required. President Shadle will turn the matter over to the Park and Recreation Committee Chairman, Travis Enders.

COG – Nothing to report at this time.

Insurance – Chairwoman M. Carl reported the Borough received notice that Matt Schaffner's health insurance coverage with Highmark Health Insurance will be canceled as of December 1, 2015. Open enrollment begins November 1st; at which time Matt will be working with the Borough's insurance broker to secure another plan.

Personnel – Chairwoman M. Carl reported the first draft of a job description for a Part-time Maintenance position will be reviewed this month and be ready to be accepted at the November meeting.

Mayor's Report: Nothing to report at this time.

Solicitor's Report – L. Fenicle advised Council that he prepared the Construction Agreement for the Moore Street Project; it will require Council's approval.

Engineer's Report – Nothing to report at this time.

UNFINISHED BUSINESS:

68 Moore Street: The renovation project is progressing nicely. The construction schedule for October includes interior framing, excavation for the back deck, forming and pouring footers, walls, piers and the exterior framing shingles and siding. WSL, Inc. discovered a twenty foot (20') measuring error in the length of the building which differs from the architect's drawing. Some minor changes with the interior doors and flooring selection have been made to accommodate the difference in cost for the extra square footage.

Sidewalk Repair Property Owner Letters: Motion made by James Facinelli, seconded by Russell Snyder Jr. to send a courtesy letter (approved by Council), a copy of the Sidewalk Ordinance and picture of reference to individual property owners who require sidewalk repairs/construction.

Rescind Previous Motion: James Facinelli rescinds motion.

Sidewalk Repair Letters: Motion made by Dennis Henninger, seconded by James Facinelli to table the sidewalk repair and construction issue until a later date. Motion carried.

MoPac Property S. Franklin Street: Motion made by Dennis Henninger, seconded by James Facinelli authorizing the Borough Solicitor to send Moyer Packing Company a certified letter regarding a failing storm drainage pipe located on their property at 38 S. Franklin Street. The storm drainage pipe is adjacent to Pine Avenue; creating a dangerous condition for anyone traveling on the roadway. Motion carried.

NEW BUSINESS:

The Building and Grounds Committee made a recommendation to relocate the Civil Defense Siren to the Land Fill Area and to possibly install a security camera in that immediate area. The Committee will contact the Fire Company to possibly coordinate a house siren test.

Felipi Gonzelaz who presently operates a business at 37 S. Market Street made a request to close-off the base of Cherry Street (behind the E-ville Furniture Store). Council will not address the request until the property owner submits written documentation to Borough Council.

The Upper Dauphin Recreation Association asked Council to approve payment of two invoice to Lehman's Inc. for piping supplies and skimmer boxes. Council refused to approve payments until three (3) quotes as required by Pennsylvania Borough Code are presented.

Re-schedule January 2016 Monthly Meeting: Motion made by James Facinelli, seconded by Dennis Henninger to hold the regular monthly meeting on January 4, 2016 following the Reorganization Meeting. Motion carried.

REVIEW OF FINANCIAL REPORTS:

Motion made by James Facinelli, seconded by Dennis Henninger 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.

Total Revenue	\$ 23,490.00
Total Expenditures	\$ 25,449.00

Council entered into Executive Session at 8:24 pm for personnel matters, open session at 8:50 pm.

Adjourn: Meeting adjourned at 8:50 pm.

Respectively submitted,



Peggy P. Kahler
Borough Secretary