

**ELIZABETHVILLE BOROUGH  
COUNCIL MEETING  
MINUTES**

**July 10, 2017**

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The Elizabethtown Borough Council met on July 10, 2017 in the Municipal Building at 68 S. Moore Street in Elizabethtown, Pennsylvania. President James Facinelli 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, Fred Renn, Rodney Spicher. James Lodge and Gary Shadle were absent.

Also present: Linus Fenicle, Borough Solicitor; Peggy Kahler, Borough Secretary; Matt Schaffner, Maintenance Supervisor; Debra Goudy, Code Enforcement Officer

Guests: Chris Paul, Pool Manager; Donald Shutt Jr. EMA

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President Facinelli recognized Chris Paul, Manager for the community swimming pool. Average daily attendance on weekends is approximately 50 people. Checking account balance is \$4,276.00. Several more advertisement boards have been sold. Each week there are special activities for the patrons. Financial Report on file.

**Approval of Minutes:** Motion made by Rod Spicher, seconded by Fred Renn to approve the meeting minutes of June 12, 2017 as presented. Motion carried.

Review of Correspondence: Council reviewed correspondence, no further action.

**Executive Session:** Motion made by Rodney Spicher, seconded by Fred Renn to enter into Executive Session at 7:05 pm to discuss personnel matters. Motion carried.

Council returned to open session at 7:24 pm.

**COMMITTEE REPORTS:**

Streets & Maintenance – J. Facinelli distributed the monthly Maintenance Report to all Councilmembers. Nothing further to report.

Police & Safety – R. Spicher reported Debra Goudy, Code Enforcement Officer now has regular office hours.

Codes Enforcement Officer – D. Goudy opened a discussion with Council about revising the present ‘Landlord Inspection Checklist’. Rental inspections are scheduled to begin on August 7<sup>th</sup>, the response has been positive from the Landlords. Monthly Code Enforcement Report on file.

**Landlord/Inspection Checklist:** Motion made by Rodney Spicher, seconded by Dennis Henninger to approve the revision of the Landlord/Tenant Checklist. Motion carried.

R. Spicher suggested Council adds further language to the Nuisance Ordinance so it is clear on what can be enforced.

Building, Lighting & Grounds – F. Renn reported that the Landfill area will be closed on August 19<sup>th</sup>, due to the traffic restrictions in place for the Bicentennial Celebrations.

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

Planning & Development – Nothing to report at this time.

Budget & Finance – D. Henninger reported the quarterly budget figures look good and are in line with the yearly budget plan. After further review of the Borough's financial position Council will be advised with a plan to reduce or eliminate the mortgage on the building.

Park & Recreation – M. Carl reported the baby pool is shut down because the pump is leaking. It is uncertain whether the pump can be repaired; the tile and block surrounding the pool are showing signs of deterioration as well.

Four (4) trees in the park have been identified to be removed. Bobby Wise is scheduled to remove the largest tree in front of the bandstand.

The State Police were called to the swimming pool and made an arrest for public drunkenness. The patron was from another state.

**Local Share Municipal Grant Agreement No. 2015-04:** Motion made by Dennis Henninger, seconded by Rodney Spicher authorizing Council to enter into a Local Share Municipal Grant Agreement; whereas Elizabethville Borough is Co-Grantee and Elizabethville Area Community Alliance is Grantee. The funding is being reallocated from a previous grant agreement whereas Upper Dauphin Recreation Association was Grantee. The grant money is allocated to swimming pool improvements. Motion carried. Mandy Carl abstained.

**Financial Resources:** Motion made by Dennis Henninger, seconded by Rodney Spicher to approve Elizabethville Area Community Alliance to research financial, funding and support to complete a Splash Pad Project at the community swimming pool. Motion carried. Mandy Carl abstained.

COG – No representation at the monthly meetings.

Insurance – M. Carl reminded Council the Elizabethville Area Community Alliance asked them to consider a one-thousand dollar (\$1,000) donation towards the cost of their General Liability Premium of \$4,100.

Personnel – R. Spicher reported the employee evaluations were completed; everyone is doing a wonderful job. The part time Maintenance employee and the Code Enforcement Officer are still in their 3 month probation period, when that is completed they will both be evaluated.

**Employee Raises:** Motion made by Rodney Spicher, seconded by Fred Renn to increase employee salaries as follows; effective July 10, 2017. Motion carried. (Dennis Henninger opposed)

Peggy Kahler	5%
Matt Schaffner	3%
Shirl McAlliser	3%

IT – Nothing to report at this time.

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

Solicitor's Report –Linus Fenicle advised Council that all vendors participating in the Bicentennial Event should be required to have a Transient Retail Business Permit.

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

UNFINISHED BUSINESS:

Civil Defense Siren – Pending

The signed agreement for the Local Share Gaming Grant No. 2017-21 in the amount of \$54,864.00 is now on file. To receive the Grant Funds the Borough must provide documentation that a matched amount was applied to the principal balance of the loan. Grant agreement expires March 1, 2018.

**Mortgage Payment:** Motion made by Mandy Carl, seconded by Rodney Spicher authorizing Borough Council to make a mortgage payment of \$54, 864.00 to Riverview Bank. Payment should be applied to the **principal** only. Motion carried.

NEW BUSINESS:

The Borough received notification from the County of Dauphin that the Local Share Municipal Grant Agreement No. 2015-04 was terminated. The \$41,000 grant was awarded to Upper Dauphin Recreation Association, Grantee and Elizabethville Borough, Co-Grantee for the purpose of improving the community swimming pool. The remaining grant amount of approximately \$14,000 will be re-allocated to Elizabethville Area Community Alliance, Grantee and Elizabethville Borough, Co-Grantee for improvements of the community swimming pool.

**Grosser Excavating, Inc. Invoice:** Motion made by Rodney Spicher, seconded by Dennis Henninger to approve payment of \$23,861.17 to Grosser Excavating, Inc. for emergency pipe replacement and road reconstruction on Callowhill Street. Motion carried.

**Settlement Agreement and Mutual Release:** Motion made by Fred Renn, seconded by Mandy Carl authorizing Council President to sign the Settlement Agreement and Mutual Release for final distribution of approximately \$100,000, from the Powell Rogers and Speaks litigation. Motion carried.

Donald Shutt advised Council he is working on the National Incident Management System (NIMS) certification form, councilmembers and employees are required to be certified.

Jim Facinelli was designated to be in the Emergency Operation Center (EOC) during the Bicentennial Parade.

Katy Kauffman sent correspondence to Council requesting they consider renaming the bandstand after her mother Carole Miller who passed away suddenly. Council was opposed, and suggested an ornamental tree or park bench.

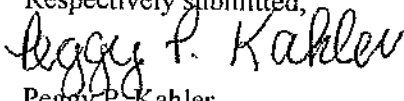
REVIEW OF FINANCIAL REPORTS:

Motion made by Fred Renn, seconded by Rodney Spicher to accept the Financial Reports as presented. Roll Call vote: M. Carl (yes); J. Facinelli (yes); D. Henninger (yes); F. Renn (yes); R. Spicher, (yes) Motion carried.

Total Revenue	\$ 19,985.58
Total Expenditures	\$ 6,827.89

**Adjourn:** Meeting adjourned at 9:10 pm.

Respectively submitted,



Peggy P. Kahler  
Borough Secretary