

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

June 11, 2018

The Elizabethtown Borough Council met on June 11, 2018 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: James Facinelli, Dennis Henninger, Tim Matter, Fred Renn, Rodney Spicher. Mandy Carl and Gary Shadle were absent.

Also present: Linus Fenicle, Borough Solicitor; Jack Raudenbush, Borough Engineer; Mayor E. Engle; Debra Goudy, Codes Enforcement Officer; Matt Schaffner, Maintenance Supervisor.

Guests: Donald E. Shutt Jr. NDC4 Regional EMC

Approval of Minutes: Motion made by Dennis Henninger, seconded by Fred Renn to approve the Regular Meeting Minutes of May 14, 2018 as presented. **Motion carried.**

No public comment.

Review of Correspondence: no further action.

COMMITTEE REPORTS:

Streets & Maintenance – **J. Facinelli** reported Monthly Maintenance Report was distributed to all councilmembers. Paving bids will be announced under Unfinished Business.

Personnel & Safety – **R. Spicher** advised he is still working on the employee identification. An Executive Session will be called to discuss employee evaluations.

Codes Enforcement Officer – Monthly report was distributed to all Council Members. Setback issued covered under Unfinished Business.

Building, Lighting & Grounds – **T. Matter** requested maintenance to repair the pot holes in our parking lot.

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

Planning & Development – Nothing to report at this time.

Budget & Finance – Nothing to report at this time.

Park & Recreation No report

COG – Nothing to report.

Insurance – Nothing to report at this time.

IT – **Mayor Engle** reported his Facebook Page is doing well, there's a lot of activity.

Mayor's Report: Nothing to report.

Solicitor's Report –Linus spoke with Jerry Duke from Tri-County Planning Commission. He wanted to insure the Borough had adopted the Dauphin County Land Development and Sub-Division Ordinance. Borough Council adopted the amended Land Development and Sub-Division Ordinance **No. 2-90** in June 1990.

Engineer's Report –Jack Raudenbush advised Council that they received two bids for the paving overlay project.

- New Enterprise Stone and Lime Co. - \$98,474.70
- Meckley's Limestone Products, Inc. - \$92,281.30

Council was unsure on the amount of available funds in the Liquid Fuel Account. There was a lengthy discussion on how much of the project could be completed, and concerns on whether the project needed to be re-advertised since we were changing the scope of the project. The bids are good for 60-days; which will allow Jack time to contact PennDot about bidding requirements and change orders.

2018 Paving Overlay Project: Motion made by Tim Matter, seconded by Dennis Henninger to accept the bid from Meckley's Limestone Products, for Lyter Street (*from Market St – Moore Street*) **\$30,266.00** and Alternative 2 (*Moore St – to Borough Line*) **\$34,413.00** as written. Any change order would be presented at the July meeting. **Motion carried.**

UNFINISHED BUSINESS:

Employee ID Cards – Identification Cards are in the development stage.

Employee Evaluations: R. Spicher reported employee evaluations have been completed; Council will be asked to enter into executive session to discuss annual pay raises.

Maintenance Shed: The roof on the park maintenance shed has been replaced. The job was completed by J H Rissinger and Son's.

228 West Main Street: Property owner removed one (1) shed and moved his new shed to a location that conforms to the setback requirements of the Dauphin County Land Development and Sub-Division Ordinance. Owner is now in compliance.

302 West Main Street: Property owner submitted a sketch to the Borough for the placement of a shed/garage on his property. Property owner was advised that the project did not meet the setback requirements and an Administrative Permit was required. Owner decided not to follow the setbacks and placed the shed according to his original plan. Code Enforcement Officer notified the property owner and advised him that he could complete an application and pay the fee to have the Tri-County Planning Commission review his shed/garage placement.

Tri-County Review Application Comments: Motion made by Rodney Spicher, seconded by Tim Matter authorizing Borough Council to send a letter to Tri-County Planning Commission requesting they uphold the setbacks requirements for Timothy Schreffler (302 W. Main Street) as stated in their Sub Division and Land Development Ordinance. **Motion carried unanimously.**

NEW BUSINESS:

Gamming Grant : Motion made by Fred Renn, seconded by Rodney Spicher to approve the 2017-2018 Dauphin County Local Share Municipal Grant, issued to Elizabethville Area Authority for \$100,000. Borough Council co-signed the grant application; funding was requested for the Smith Street Station Project. **Motion carried.**

REVIEW OF FINANCIAL REPORTS:

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

Executive Session: Motion made by Rodney Spicher, seconded by Dennis Henninger to enter into executive session at 7:33 pm to discuss personnel matters.

Council back in open session at 7:45 pm.

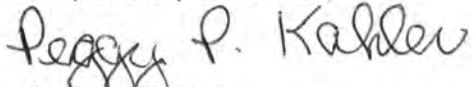
Employee Raises: Motion made by Rodney Spicher, seconded by Fred Renn to increase salaries as follows beginning July 1, 2018. **Motion carried.**

- Debra Goudy \$14.00 increase to \$16.00
- Douglas Goudy \$13.00 increase to \$15.00
- Peggy Kahler \$17.86 increase to \$19.00
- Shirl McAllister \$13.10 increase to \$13.85
- Matt Schaffner \$18.04 increase to \$20.00

Total Revenue \$ 25,509.09
Total Expenditures \$ 21,118.64

Adjourn: Motion made by Dennis Henninger, seconded by Rodney Spicher to adjourn the meeting at 7:48 pm. **Motion carried.**

Respectively submitted,



Peggy P. Kahler
Borough Secretary