

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

September 10, 2018

The Elizabethville Borough Council met on September 10, 2018 in the Municipal Building at 68 S. Moore Street in Elizabethville, 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, Tim Matter, Gary Shadle, Rodney Spicher. Dennis Henninger and Fred Renn were absent.

Also present: Linus Fenicle, Borough Solicitor; Jack Raudenbush, Borough Engineer; Peggy Kahler, Borough Secretary; E. Engle, Mayor; Debra Goudy, Codes Enforcement Officer; Matt Schaffner, Maintenance Supervisor; Donald E. Shutt Jr, NDC4 Reginal EMA.

Guests: None:

Approval of Minutes: Motion made by Tim Matter, seconded by Rodney Spicher to approve the Regular Meeting Minutes of August 13, 2018 as presented. **Motion carried.**

Review of Correspondence: no further action.

COMMITTEE REPORTS:

Streets & Maintenance --**J. Facinelli** reported the paving overlay project on Lyter Street and North Street has been completed.

Personnel & Safety – Nothing to report at this time.

Codes Enforcement Officer – Monthly report was distributed to all Council Members. Further information is covered under the solicitor and engineers report.

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

Water, Refuse & Sewage - **D. Henninger** emailed monthly report to Council. Spruce Street water line replacement should begin this month. The Borough Clean-Up Day is scheduled for October 6, 2018 from 8:00AM to 12:00PM at the Sewer Plant. Help is needed. The Authority will be flushing hydrants on October 8th and 10th.

Planning & Development -- Nothing to report at this time.

Budget & Finance – **D. Henninger** reported the first budget meeting is scheduled for September 13th, please forward any budget requests to Peggy and/or myself between now and October 4th.

Park & Recreation – **M. Carl** reported Elizabethville Area Community Alliance filed an application for \$80,000 of funding through the Local Share Municipal Grant Program. The swimming pool is closed for the year; Borough Maintenance will be notified when the pool house is able to be winterized. Profit and Loss Statement from (January – August) reflects total income \$57,660.00 - total expense \$62,011.00. Year-End Financials Reports for EACA on file.

COG – Nothing to report.

Insurance – Nothing to report at this time.

IT – **E. Engle** reported he posted several Borough events on Facebook.

Mayor's Report: – **Mayor Engle** reported he will be performing another wedding in October.

Solicitor's Report – **L. Fenicle** reported he represented Borough Council at a hearing in the Dauphin County Court of Common Pleas. (Elizabethville Borough vs. Maryann Mattis). Ms. Mattis entered a guilty plea, the Borough agreed to reduce the fine to \$300. Ms. Mattis has thirty (30) days to bring her property up to code. Failure to comply will result in daily citations.

Engineer's Report – **J. Raudenbush** reported his findings on the following properties. (Field Report Attached to the minutes).

- **85 S. Market Street** – Based on the condition of Cherry Avenue the property owner should obtain a driveway permit and given some latitude as to when the driveway gets paved. The driveway apron should be should be stabilized and compacted to prevent washouts.
- **45 W. Broad Street** – The existing curb needs to be replaced so the exposed height is 6". The sidewalk will need to be replaced where it is currently bituminous, and in any other area where the top of new curb and sidewalk don't match. Property owner will be reminded that a storm-water management plan is necessary.
- **33 S. Moore Street** – New stone was installed in the rear yard, indicating a parking area. A portion of the area is used to access the rear of the property, which would represent the need to obtain a driveway permit.
- **Jo –Jo's Pizza** – Property owner is installing an infiltration zone as recommended.
- **35 N. Moore Street** – The driveway permit submitted does not conform to the requirements. The driveway exceeds twelve (12) feet in width.

Variance Request – Driveway Width: Motion made by Rodney Spicher, seconded by Tim Matter to **NOT** grant a waiver to the driveway permit width requirement of twelve (12) feet. **Motion carried.**

Variance Request – Driveway Distance from Cartway: Motion made by Mandy Carl, seconded by Gary Shadle to allow a modification, changing the fifteen (15) foot off the public street cartway distance to ten (10) foot off the public street cartway. The modification allows for the option to install a horizontal pad, to increase property owners off street parking. **Motion carried.**

UNFINISHED BUSINESS:

Employee ID Cards – Pending

304 West Main Street – Dauphin County Planning Commission served notification to the property owner that the Commission has denied the Land Development Plan application. The letter cited three reasons the plan was rejected. The property owner has thirty (30) days to appeal the decision with Dauphin County Court of Common Pleas. **(Letter attached to the minutes).**

NEW BUSINESS:

Trick or Trot 5K Run: Motion made by Rodney Spicher, seconded by Gary Shadle authorizing the Upper Dauphin Area Trojan Educational Foundation, to hold a 5K run/walk on October 27, 2018. And to close Borough Streets that will be involved in the race course. Borough Maintenance Truck will be used as a “follow” vehicle. **Motion carried.**

Halloween Parade: Motion made by Mandy Carl, seconded by Gary Shadle authorizing the Elizabethtown Area Community Volunteers to host the annual Halloween Parade on Monday, October 22, 2018; and allow Matt Schaffner to help with traffic control. **Motion carried.**

Non-Uniformed Employee Minimum Municipal Obligation: Motion made by Gary Shadle, seconded by Tim Matter to approve the 2019 minimum municipal obligation for the non-uniformed employees pension plan. **Motion carried.**

Don Shutt; EMC, advised Council that he submitted our NIMS report to the county. Dauphin County Emergency Management is expected to visit municipalities in the upper end of the county to review damage from the flood waters in July. The agency is still gathering data in hopes of funding relief. Mr. Shutt submitted his EMC 2019 budget request.

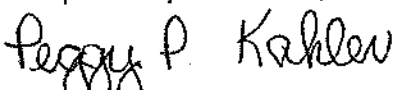
REVIEW OF FINANCIAL REPORTS:

Motion made by Mandy Carl, seconded by Rodney Spicher to accept the Financial Reports as presented. Roll Call vote: M. Carl (yes); J. Facinelli (yes); T. Matter (yes); G. Shadle (yes); R. Spicher (yes). **Motion carried.**

Total Revenue	\$ 9,704.31
Total Expenditures	\$68,053.08

Adjourn: Motion made by Mandy Carl, seconded by Tim Matter to adjourn the meeting at 7:45 pm. **Motion carried.**

Respectively submitted,


Peggy P. Kahler
Borough Secretary