

**ELIZABETHVILLE BOROUGH  
COUNCIL MEETING  
MINUTES**

**December 10, 2018**

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The Elizabethville Borough Council met on December 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, Dennis Henninger, Tim Matter, Gary Shadle and Rodney Spicher. Fred Renn was absent.

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

Guests:: Jeffrey Fetterholf, Resident

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**Approval of Minutes:** Motion made by Tim Matter, seconded by Dennis Henninger to approve the Regular Meeting Minutes of November 12, 2018 as presented. **Motion carried.**

Review of Correspondence: no further action.

Guests: No public comment.

**COMMITTEE REPORTS:**

Streets & Maintenance –Monthly work report was distributed to Council.

Personnel & Safety – Nothing to report at this time.

Northern Dauphin County 4 Reginal - Nothing to report at this time.

Codes Enforcement Officer – Monthly report was distributed to all Council Members.

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

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

Planning & Development – Nothing to report at this time.

Budget & Finance – Covered under ‘Unfinished Business’

Park & Recreation – **M. Carl** advised Council that the lease agreement for the Elizabethtown Area Athletic Association needs to be renewed next year.

COG – Nothing to report at this time.

Insurance – Nothing to report at this time.

IT – Nothing to report at this time.

Mayor’s Report: – Nothing to report at this time.

Solicitor’s Report – Items listed on agenda.

Engineer’s Report – **J. Raudenbush** provided Council with a detailed letter of his Traffic Study for Monroe Avenue. The current roadway is narrow, two-way roadway which allows for parking along both sides of the street. The street provides primarily access for the residents of the adjacent homes, garages, and also the “Shops on Market” (commercial building) plus the exiting traffic from the United States Post Office onto Monroe Avenue.

It is the engineer’s recommendation the portion of Monroe Avenue from **N. Dietrich Avenue to N. Market Street** could be converted, and restricted, to a one-way westbound condition with limited parking along the street for the reason listed above.

**Monroe Avenue:** Motion made by Dennis Henninger, seconded by Rodney Spicher to advertise for adoption at the January 2019 meeting, Monroe Avenue (Between N. Dietrich Avenue and N. Market Street – SR 0225) is converted to a one-way Westbound with limited parking. **Motion carried.**

Jack review Mrs. Lehman’s bid for sidewalk/curb replacement. The quote was priced for sidewalk measuring 10 ft. in width; Borough Code requires a width of 3 ft. The reduction in width should significantly reduce the cost.

The permits for Apple Alley (bridge replacement) have been submitted to Department of Environmental Protection, the bid package was prepared for advertisement. Next step is waiting for Dauphin County Conservation District to make comments on the project.

UNFINISHED BUSINESS:

Employee ID Cards – Design in progress.

**2019 Budget:** Motion made by Rodney Spicher, seconded by Gary Shadle to adopt the 2019 Budget as advertised. Roll Call vote: M. Carl (yes); J. Facinelli (yes); D. Henninger (yes); T. Matter (yes); G. Shadle (yes); R. Spicher (yes). **Motion carried.**

Monroe Street – Action taken under the Engineers Report.

NEW BUSINESS:

**J.L.Honberger Co. Inc. Invoice:** Motion made by Rodney Spicher, seconded by Dennis Henninger to approve payment for an invoice in the amount of \$876.66 to J.L. Honberger Co. Inc. for winterization of the swimming pool. **Motion carried.** M. Carl abstained.

Dennis Henninger left the meeting while Council discussed and voted to appoint a new collector for Local Service Tax.

**Resolution 2018-14:** Motion made by Rodney Spicher, seconded by Gary Shadle to appoint Kratzenberg and Associates, Inc., d/b/a (Keystone Collections Group) to collect current and delinquent local service tax of the Borough of Elizabethville; and to authorize the Council President to sign a three year agreement for Keystone Collections Group to render tax collection services for and on behalf of the Borough of Elizabethville. **Motion carried.** D. Henninger not present for the vote.

The Elizabethville American Legion Post # 404 is to be contacted about removing the "Home Town Hero" Banners no later than August so the Christmas Stars can be hung next year.

**Transient Retail Business Licenses:** Motion made by Tim Matter, seconded by Dennis Henninger to advertise for adoption an amendment to the Transient Retail Business Licenses Ordinance **Section 13-101; Paragraph B.** To define retail business as follows: Selling, soliciting, or taking orders for any goods, wares, or merchandise, from a fixed location upon any street, alley, sidewalk or public ground within the Borough, on a temporary basis, which shall include, but not be limited to, such activities conducted at the time of special occasions or celebrations, for seasonal purposes, or for yearly holidays. **Motion carried.**

REVIEW OF FINANCIAL REPORTS:

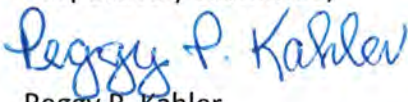
Motion made by Rodney Spicher, seconded by Dennis Henninger to accept the Financial Reports as presented. Roll Call vote: M. Carl (yes); J. Facinelli (yes); D. Henninger (yes); T. Matter (yes); G. Shadle (yes); R. Spicher (yes). **Motion carried.**

Total Revenue	\$ 11,268.00
Total Expenditures	\$ 26,169.00

President Facinelli thanked Council for their service throughout the past year.

**Adjourn:** Motion made by Gary Shadle, seconded by Mandy Carl to adjourn the meeting at 7:21 pm. **Motion carried.**

Respectively submitted,



Peggy P. Kahler  
Borough Secretary