

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

June 10, 2019

The Elizabethville Borough Council met on June 10, 2019 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, Fred Renn, Gary Shadle and Rodney Spicher.

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

Guests: None

Approval of Minutes: Motion made by Tim Matter, seconded by Dennis Henninger to approve the Regular Meeting Minutes of May 13, 2019 as presented. **Motion carried.**

Review of Correspondence: no further action.

Guests: No Comments

COMMITTEE REPORTS:

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

Personnel & Safety – R. Spicher requested an Executive Session at the end of the meeting.

Northern Dauphin County 4 Reginal – Nothing to report.

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

Building, Lighting & Grounds – **J. Facinelli** reported that Twin Valley Roofing confirmed that a contractor will be on site June 11, 2019 to start replacing the roof on the Borough Office.

Water, Refuse & Sewage – **D. Henninger** reported the Authority is still waiting for a response from DEP regarding Smith Street Station. Spruce Street water line replacement is complete except for the second layer of blacktop.

Planning & Development – Nothing to report at this time.

Budget & Finance – **D. Henninger** advised Council that budget process will start in July.

Park & Recreation – **M. Carl** reported the Park Restrooms will be open permanently for the season. Park maintenance is behind, there are blocked storm pipes, and more weeding and mulching are needed. The drain clean-out in the pool house is blocked; the building has already flooded once this year. The squatter who was living in the park is hopefully gone for the year. The Gaming Grant Agreement for the pool has been signed.

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 – Nothing further at this time.

Engineer’s Report – **J. Raudenbush** advised Council that there were two bidders for the 2019 Road Maintenance Project. Bids were as follows:

New Enterprise Stone & Lime Co. Winfield, PA 17889	Base Bid Broad Street from Market Street to Callowhill Street	Mill 2” of existing asphalt, install geotextile pavement fabric. And provide 2” Pavement Overlay	\$54,990.00
	Alt. Bid 1- Lyter St. from Moore St. to borough limit	Full depth pavement removal and replace with paving section in select areas	\$28,520.00
		Double Seal and chip (Bituminous Surface Treatment)	\$16,960.00
	Alt. Bid 2- Broad Street from Callowhill Street to Church St.	Seal the curbline along both sides of the street with PG 64-22 asphalt sealer	\$1650.00

Meckley’s Limestone Products Inc. Herndon, PA 17830	Base Bid Broad Street from Market Street to Callowhill Street	Mill 2” of existing asphalt, install geotextile pavement fabric. And provide 2” Pavement Overlay	\$49,432.50
	Alt. Bid 1- Lyter St. from Moore St. to borough limit	Full depth pavement removal and replace with paving section in select areas	\$35,984.00
		Double Seal and chip (Bituminous Surface Treatment)	\$15,264.00
	Alt. Bid 2- Broad Street from Callowhill Street to Church St.	Seal the curbline along both sides of the street with PG 64-22 asphalt sealer	\$ 440.00

2019 Road Maintenance Bid Award: Motion made by Gary Shadle, seconded by Rodney Spicher to accept Meckley's Limestone Products Inc. as low bidder at the quoted rate of \$\$49,872.50, providing all of their required insurance and bonding is in order. The project will consist of the Base Bid Construction and Alternate 2 Bid. **Motion carried.**

UNFINISHED BUSINESS:

Employee ID Cards – Design in progress.

Ordinance No. 367 – Property Maintenance – “This ordinance was approved by vote of the Borough Council at their regularly scheduled meeting on May 13, 2019. The Mayor did not approve the ordinance; no did the Mayor return it with objections. Therefore, pursuant to the Borough Code, Section 3301.3(a)(3), the ordinance is in full force and effective as of the regularly scheduled Borough Council meeting on June 10, 2019 as per Section 3301.3(b)(3).”

47 S. Market Street: Light Heigle and Associates filed citations against the property owner for illegally holding events in the building without the proper UCC permits.

Apple Avenue Drainage Improvements: Motion made by Mandy Carl, seconded by Dennis Henninger authorizing Navarro & Wright Consulting Engineers, Inc. to proceed with advertising the Apple Avenue Drainage Improvement Project. Bids are due and will be read on July 23, 2019 @2:00 PM. **Motion carried.**

NEW BUSINESS:

Two property owners have not responded to the Borough's correspondence regarding sidewalk and curbing replacement. Property owners were given three years to make sidewalk/curbing upgrades which are required before road improvements (scheduled for August) can be made to Broad Street.

Quotes were obtained for sidewalk and curbing replacement from C.M. Bisking.

- Jason Steele -12 W. Broad Street \$4,810.00
- Daniel Stirpe - (34 N. Market Street \$5,722.00 plus \$750 tree removal

Borough to Replace Sidewalk and Curbing: Motion made by Rodney Spicher, seconded by Mandy Carl authorizing Borough Council to hire a contractor to replace sidewalk and curbing at 12 West Broad Street and 34 N. Market Street. The Borough Solicitor will send letters to the property owners. The property owners shall be billed and a municipal lien placed on the property if the invoice is not paid within the designated time period. **Motion carried.**

After a lengthy discussion about the existing curbing at the Broad Street Winery, Council directed the Engineer to notify the property owner that new curbing should be installed 8 inches in height from the existing road surface.

Municipal Lien: Motion made by Tim Matter, seconded by Dennis Henninger to authorize Borough Council to hire a responsible individual for lawn maintenance at **64 East Broad Street- Francis Nuss**. A municipal lien shall be placed on the property for all unpaid invoices related to the upkeep and lawn maintenance. **Motion carried.**

Municipal Lien: Motion made by Tim Matter, seconded by Dennis Henninger to authorize Borough Council to hire a responsible individual for lawn maintenance at **44 S. Market Street – Kepler Home**. A municipal lien shall be placed on the property for all unpaid invoices related to the upkeep and lawn maintenance. **Motion carried.**

Local Share Municipal Grant Application: Motion made by Mandy Carl, seconded by Rodney Spicher to authorize Elizabethtown Borough to be a co-applicant with Reliance Hose Co. #1 in applying for grant funds (\$356,000) for debt reduction of the new fire apparatus. **Motion carried.**

Lentz Electric was called in to repair the timers for the Christmas Stars. The Borough was advised that the power lines used to light-up the stars are bare at numerous places and need to be replaced. The lines have been up for approximately thirty years; it is uncertain who originally installed the lines. A letter was sent to PPL requesting information and assistance.

REVIEW OF FINANCIAL REPORTS:

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

Total Revenue	\$ 19,276.90
Total Expenditures	\$ 32,416.97

Executive Session: Motion made by Tim Matter, seconded Rod Spicher to enter into closed session at 8:05pm to discuss employee raises. **Motion carried.**

Open Session: Motion made by Rodney Spicher, seconded by Gary Shadle to go back into open session at 8:27pm. **Motion carried.**

Employee Raises: Motion made by Dennis Henninger, seconded by Rodney Spicher to give all employees a 5% pay increase effective the first pay check of July. **Motion carried.**

New hourly rates as follows:

- Debra Goudy \$16.80
- Douglas Goudy \$15.75
- Peggy Kahler \$19.95
- Shirley McAllister \$14.55
- Matt Schaffner \$21.00

Adjourn: Motion made by Gary Shadle, seconded by Dennis Henninger to adjourn the meeting at 8:35pm. **Motion carried.**

Respectively submitted,

Peggy P. Kahler

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Borough Secretary