

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

April 13, 2020

The Elizabethtown Borough Council met on April 13, 2020 via tele-conference. President James Facinelli called the meeting to order at 7:00 pm. The meeting opened with the Pledge of Allegiance.

Present:

Roll call taken with the following present: James Facinelli, Mandy Carl, Tim Matter, Michael Crosby, Kenneth Strine, Rodney Spicher and Lynn Kahler.

Also present: Linus Fenicle, Solicitor; Denise Spickler, Secretary; Debra Goudy, Code Enforcement Officer; Matt Schaffner, Maintenance supervisor; E. Engle, Mayor; Donald Shutt EMA Coordinator.

Guests: There were no guests in attendance.

Approval of Minutes: Motion made by Tim Matter, seconded by Kenneth Strine to approve the Regular Meeting Minutes of March 9, 2020 as presented. **Motion carried.**

Review of Correspondence: No further action.

Guests: There were no guests present on call.

COMMITTEE REPORTS:

Streets & Maintenance – **J. Facinelli** distributed the monthly report to all Council members.

Personnel & Safety – **R. Spicher** stated that he will be starting June evaluations and if any Council member has anything they would like to discuss please reach out to him. VPN service has been put in place giving the office staff the ability to work from home.

Northern Dauphin County 4 Regional – **D. Shutt** addressed Council that he has been listening to broadcasts from the Governor and sending the COVID 19 updates from the County to Council members to keep everyone informed and updated on the situation. He stated that he has delivered some PPE's to the Fire Company. The Fire Company did not get all the stuff requested, but they were given some. D. Shutt also stated that he is getting everything in order for the weather exercise in April. Any information that is received by the DEMC EOP has got to be approved by Don Shutt before being distributed to the public.

Codes Enforcement Officer- Monthly report has been distributed to all Council members.

Building, Lighting & Grounds – **T. Matter** reported on the East side of the Moore St. Building, there was an old vent. Maintenance removed old sill and placed with new block and painted. Also, on the Maintenance building, there are plans to replace metal ridge cap ends. The cost for both projects will be a couple hundred dollars.

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

Planning & Development – Nothing to report at this time.

Budget & Finance – **R. Spicher** reported that the 1st quarter budget has been reviewed and the revenue and expenses are where they should be for this time of the year.

Park & Recreation – **L. Kahler** expressed he met with the Elizabethville Community Volunteer Association at the park and has a rough idea on where the additional outlets will need to be placed. Also, a conversation was had with Lentz Electric and they are interested in the job once the COVID 19 restrictions have been lifted. Also, there is an electrical box in the building at the park that does not have a cover, this will be replaced.

COG – Nothing to report at this time.

Insurance – Nothing to report at this time.

IT – **K. Strine** stated that he created his own Facebook page so he can access and help manage the Borough Facebook page.

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

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

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

UNFINISHED BUSINESS:

Dumpster Requirements: **M. Crosby** stated the ability to meet was not workable and would like to push the dumpster proposal off until a later date. Rod Spicher stated that they will meet with the Authority due to contract is to be renewed this fall.

Apple Alley Project: Motion made by Michael Crosby, seconded by Tim Matter to allow Grosser Excavating to extend start date for the Apple Alley Project when the shutdown of businesses pertaining to the COVID-19 open up. **Motion carried.**

NEW BUSINESS:

Spring Clean-Up: The Spring Clean-up will be canceled this year due to COVID 19. There will be no reschedule date. There will be a Fall Clean-up, date to be determined.

Land Pro Invoice- Council received an invoice in the amount of \$467.39 for Land Pro to come assess and give an estimate pertaining to the oil leaks on the backhoe. Due to Land Pro not stating there will be a service call, Jim Facinelli contacted Land Pro to get an explanation on the charge and to inquire on getting the bill reduced. Solicitor Linus Fenicle was consulted on payment of this invoice and stated that Land Pro should have informed that there will be a charge for them to look at the backhoe and give an estimate; it was decided that we hold off on payment until we receive some feedback from Land Pro on getting a reduced charge.

Saturday Coverage of Dump- Motion made by Lynn Kahler; seconded by Rod Spicher to pay Shirley McAllister \$30.00 a Saturday for opening, monitoring and closing the dump on Saturdays starting April 18, 2020 ending Oct 31, 2020. Arrangements have been made that if there was a Saturday that Shirley could not cover, Tim Matter will be contacted. **Motion carried.**

Tax Collector Toner Reimbursement- Motion made by Michael Crosby; seconded by Tim Matter to reimburse the Tax Collector for a quarter of the printer toner invoice. The County no longer reimburses 100% so the remaining balance will be paid by the Borough and School District. R. Spicher Abstained. **Motion carried.**

EACA Letter Concerning Pool Closure- J. Facinelli addressed the letter received from the EACA stating that they will be unable to open the Community Pool for the 2020 season due to COVID-19 and complying with the Governors stay at home order. Borough Council also accepted that the EACA will not renew the lease for the 2021 season. Jim Facinelli is requesting the Park and Recreation committee along with Building, Lighting and Grounds furnish Borough Council with a plan at the May Council meeting on how to proceed with the pool area. EACA will be submitting a press release to the newspaper informing the public of their decision not to open the pool. Lynn Kahler questioned the removal of the advertising signs that are placed on the fences surrounding the pool. After a long discussion pertaining to the this matter, Mandy Carl stated that within two weeks of this date April 13, 2020, all signs will be removed by EACA.

Public Announcements- M. Carl stated that she would like to open a discussion pertaining to all public announcements. She believes that all public announcements be it newspaper ads, website updates, Facebook page etc. should be the responsibility of the Borough office staff to post and monitor. Linus Fenicle; Solicitor advised that a policy needs to be created and adopted by Council as a Resolution. Jim Facinelli asked Mandy Carl to meet with Don Shutt to come up with a policy and distribute to Council members before the May meeting in order for Council to review so a final decision can be made on how to proceed. Rod Spicher proposed Council assign a Public Information Officer who handles all communication with the public.

Real Estate Tax Deferment of Interest and Penalties- Motion made by Rod Spicher; seconded by Kenneth Strine to accept Dauphin County Resolution 2020-10 pertaining to adoption of Real Estate Tax Deferment of Interest and Penalties. **Motion carried.**

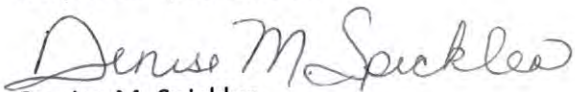
REVIEW OF FINANCIAL REPORTS:

Motion made by Mandy Carl, seconded by Tim Matter to accept the Financial Reports as presented.
Roll Call vote- J. Facinelli (yes); M. Carl (yes); M. Crosby (yes); K. Strine (yes); L. Kahler (yes); R. Spicher (yes); T. Matter (yes). **Motion carried.**

Total Revenue **\$ 52,308.66**
Total Expenditures **\$ 42,747.43**

Adjourn: Motion made by Kenneth Strine, seconded by Mandy Carl to adjourn the meeting at 8:05 pm. **Motion carried.**

Respectively submitted,


Denise M. Spickler
Borough Secretary