

ELIZABETHTOWN BOROUGH COUNCIL
WORK SESSION
February 2, 2017
Minutes

Elizabethtown Borough Council held its monthly work session meeting on Thursday, February 2, 2017, at 7:00 p.m. at the Borough Office. Present were Councilmembers Phil Clark, J. Neil Ketchum Jr., Jeff McCloud, Tom Shaud, Dr. C. Dale Treese and J. Marc Hershey. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Cindy Foster, Community Development Director Rodney Horton, Public Works Director Wayne DeVan, Police Chief Jack Mentzer, and Mayor Chuck Mummert.

Presentation of 2016 Audit

1. **Nicole Cradick and Sean Post with the Borough's auditing firm Trout, Ebersole & Groff** presented the 2016 Annual Audit. Cradick reported that there were no findings and once again the audit resulted in a clean opinion. She summarized pertinent GASB standards before turning the floor over to Post for a detailed review of receipts and disbursements for all funds.

Public Comment—None

Council heard the following informational reports:

1. Administration

- a. Sanitary Sewer Connection Fee Waiver Request—117 South Market Street—Horton provided background information before introducing Lisa Clemens, property owner, who explained her request in detail. Clemens was advised that the waiver would be for the connection fee only and that her quarterly bill would reflect the existing two EDU's, one residential and one for the commercial use at 117 South Market Street, plus the additional EDU assigned to the commercial use at the rear of the property (118 South Cherry Alley). Clemens indicated she was unaware that the quarterly bill would increase and asked for a billing waiver in addition to the connection fee waiver.

Action Item:

Motion by Clark, second by Ketchum, to approve waiver of the sanitary sewer connection fee in the amount of \$2,017.00 for 118 South Cherry Alley. Motion carried unanimously.

Clemens was advised to contact EAWA to request waiver of the water connection fees and then to submit any additional sewer waiver requests to staff.

- b. Elizabethtown College RACP Grant Application—Caroline Lalvani and Lesley Finney from the College reported that they are seeking an RACP grant in the amount of \$3.7 million for a sports, fitness, and wellness center. Lalvani noted that parameters of the grant require the Borough to be the prime applicant and asked Council for its support to move forward with the application. She reviewed the proposed timeline and pledged that the College would take steps to ensure that there be no additional burden to the Borough. Council's general consensus was to support the grant application as presented.
- c. Downtown Initiatives Discussion—Council's subcommittee will be meeting with the Chamber's downtown subcommittee later this month to discuss the next steps following last year's creation of the downtown property inventory database. Treese expressed an interest in seeing the inventory transferred to a map. It was agreed that feedback from the subcommittees' meeting will be brought back to Council before deciding on a direction for the future.
- d. EAWA Update—No report.

2. **Police Department**—Mentzer presented the following police department reports:
 - a. Monthly Report
 - b. 2016 Annual Report

After a motion by Shaud, second by McCloud, the meeting was unanimously adjourned at 8:32 p.m. whereupon Council entered Executive Session to discuss a personnel matter.