

ELIZABETHTOWN BOROUGH COUNCIL
PUBLIC MEETING
February 17, 2022
Minutes

A public meeting of Elizabethtown Borough Council was held on Thursday, February 17, 2022. Present were Councilmembers Lanty Moss, Tom Shaud, J. Marc Hershey, Phil Clark, Jay Hynicker and Jeff McCloud and Mayor Chuck Mummert. Also present were Borough Manager Rebecca S. Denlinger, Assistant Borough Manager Ann Roda, Public Works Director Jeff Kinsey, Planning and Zoning Director Pamela Roberts, and Police Chief Ed Cunningham.

President Hershey called the meeting to order at 7:00 PM.

Public Comment

There was no public comment.

Presentations

1. Lee Eckert, with GEARS presented awards for the 2021 Holiday Parade. Winners included: Durham School Services for Best Commercial; Best Non-Profit went to Grace Church Elizabethtown; Girl Scout Troop #70050 and #70417 received the Spirit Award; and, Judges Choice went to The Tatted Toy Guys & The Candy Unicornium. Mayor Mummert followed the GEARS presentation with his "Mayors Choice" Award for the 2021 TRE-Etown Christmas Tree Decorating Contest. This award was presented to Carissa Ressler on behalf of Kairos Massage & Skincare. Lastly, Greg Grogan, of Re/Max Pinnacle, presented the Overall Winner of the 2021 TRE-Etown Christmas Tree Decorating Contest to Liz Carotto on behalf of Frugal Finds.
2. Karen Eberly with GEARS provided an update on 2022 Camp Ladybug and Summer Playground programs. She stated that the programs will again be offered this coming summer in Elizabethtown Community Park. She also shared that they will get back to their traditional Eggstravaganza at the park and are in the process of planning Movies in the Park as well as Men's Softball league and Kickball League.
3. Nicole Cradic and Sean Post, with Trout, presented the draft 2021 Audit results. They reviewed several borough funds and discussed financial activities that took place in 2021. As a concluding point they shared that the borough once again has a clean audit with no adverse findings.

Approval of Meeting Minutes

After a motion by Vice President Clark, second by Councilperson Hynicker, Borough Council voted unanimously to approve the February 3, 2022 Public Meeting minutes.

Reports

1. Borough Council unanimously approved the Financial Report and PLIGT Report as submitted after a motion by Councilperson McCloud and second by Vice President Clark.
2. Regarding the Elizabethtown Police Department Report for January 2022, Chief Cunningham stated activity is in line for the time of year. There were no questions.
3. There were no questions on the Code Enforcement Report for January 2022.
4. The Fire Company responded to 58 calls during the month of January 2022, of which 22 were in the Borough, with an average response time of 6 minutes 05 seconds.
5. Northwest EMS responded to 845 calls during the month of January 2022, of which 147 calls, 17%, were within the Borough.
6. There were no questions on the Elizabethtown Area Water Authority Report for January 2022.
7. There were no questions on the GEARS report for December 2021.
8. The Elizabethtown Area Community Services Authority Meeting for February 2022 did not have a quorum and minutes could not be approved without a quorum.

Old Business

1. Councilmember Shaud motioned to approve Resolution 2022-05 regarding the appointment of Phil Clark to the Civil Service Commission to fill a vacancy through December 31, 2026. Councilperson Hynicker seconded the motion. Borough Council unanimously voted to approve Resolution 2022-05. Vice President Clark abstained from the vote.
2. Councilmember McCloud motioned to approve Resolution 2022-06 regarding the removal of the residency requirement for EPD Officers. Vice President Clark seconded the motion. Borough Council voted to 5-1 vote, with Councilmember Shaud opposing, to approve Resolution 2022-06.

New Business

1. Assistant Borough Manager Roda stated that staff is working on a Community Development Block Grant (CDBG) Letter of Intent submission. The Letter of Intent submission is due March 1, 2022 and staff anticipates submitting the Borough's intent to apply for funding to complete bridge repairs. Roda added that if the letter of intent is accepted that a detailed application and public hearing on the project would need to be held. There were no questions from councilmembers.

2. Borough Manager Denlinger introduced several potential forthcoming funding requests to various grant programs awarded through both PA Department of Community and Economic Development's Commonwealth Financing Authority and the PA Department of Conservation and Natural Resources. She added that staff is currently working to define the specific projects that will provide the best fit for these competitive applications. Potential projects include improvements to Hickory Lane Park, Community Park, and the downtown commercial district.
3. Councilmember Shaud motioned to remove of J. Neil Ketchum from the Pennian Bank Account. Councilperson McCloud seconded the motion. Borough Council unanimously voted to remove J. Neil Ketchum from the bank account.

Prior to the vote, President Hershey requested that Vice President Clark be added as a signatory to the Pennian Bank account.

4. Vice President Clark motioned to approve Resolution 2022-08 outlining the disposal of certain records in accordance with the Pennsylvania Historical and Museum Commission Municipal Records Manual as amended March 28, 2019. Councilmember McCloud seconded the motion. Borough Council unanimously voted to dispose of identified records.
5. Assistant Borough Manager Roda stated a request has been made on behalf of the EASD Girls Softball Team to install a temporary outfield fence. Currently Elizabethtown and Solanco school districts do not have an outfield fence. In speaking with the requestor, it was relayed that not having a fence changes the feel of the game and can impact a player's game statistics and may limit playing on Allstar teams. It has been relayed to the borough that funding has been secured by way of donation. EASD has indicated they will install and take down the fencing as well as store in the off-season. There are two types of fence that are being reviewed both providing for a temporary fence but variation in height, type and installation method. Borough Council indicating the more durable 7' fencing option and that they will require an MOU be in place with EASD and the Boosters to memorialize roles and responsibilities with respect to the fence.

Bills Payable

Upon motioned by Councilperson McCloud and second by Councilperson Hynicker, Borough Council voted unanimously to approve the list of monthly bills as presented:

General Fund	\$209,668.82
Sewer Fund	\$122,339.01
Capital Reserve Fund	\$19,494.60
Subdivision Escrow Fund	\$4,880.66
Parks Fund	\$42.46

Mayors Remarks

Mayor Mummert commended Chief Cunningham for his work on the Second Chances program, recently featured in the newspaper.

Council Remarks

Councilmembers thanked the many folks who came out to the meeting and commended staff on their work to achieve a favorable 2021 Audit.

President Hershey announced that the Borough Offices would be closed on Monday February 21st in observance of President's Day. He also announced that Borough Council would be meeting in Executive Session immediately following the meeting for a police personnel matter.

Adjourn

The meeting was adjourned by President Hershey, without objection, at 8:37 PM.

Respectfully Submitted,

Rebecca S. Denlinger
Borough Manager