

ELIZABETHTOWN BOROUGH COUNCIL
PUBLIC MEETING
July 20, 2023
Minutes

A public meeting of Elizabethtown Borough Council was held on Thursday, July 20, 2023. Present were Councilmembers Lanty Moss, Tom Shaud, J. Marc Hershey, Phil Clark, Jeff McCloud and Jay Hynicker. Also in attendance were Borough Manager Rebecca S. Denlinger, Assistant Borough Manager Ann Roda, Planning and Zoning Director Pamela Roberts, Elizabethtown Police Department Interim Chief Shane Deardorff and Mayor Chuck Mummert.

Conditional Use Hearing for 449 and 451 West High Street

At 7:00 PM President Hershey called for the Conditional Use Hearing for 600 East High Street, Elizabethtown, PA 17022 to begin. The applicant, Elizabethtown Area School District is seeking conditional use approval for the construction/modification of a building that exceeds 10,000 square feet in the Institutional Zoning District and 600 E. High Street. The application is relative to Chapter 27, §Section 12A04.H “Conditional Uses” and Chapter 27, §1516 “Construction or Modification of Structures, Buildings, and/or uses that result in Structures, Buildings or Uses in Excess of 10,000 Square Feet” of the Zoning Ordinance. Applicant also seeks conditional use approval for a reduction in off-street parking under Chapter 27, §1606 “Reduction in Off-Street Parking Areas”.

Borough Solicitor Josele Cleary introduced the application. She stated that original Conditional Use Hearing was properly advertised. Solicitor Cleary then provided an overview of the hearing rules and procedures. She stated full testimony and results from the hearing will be transcribed by the court reporter. For the hearing, no residents requested party status.

The applicant was represented and testimony was presented. The proceedings were transcribed by a court reporter. Questions were asked by audience members pertaining to lighting, stormwater, and traffic.

Borough Council adjourned the hearing for an Executive Session and then reconvened the hearing.

Upon motion by Vice President Phil Clark and second by Councilperson Shaud, Borough Council voted unanimously to approve the Conditional Use request with the conditions outlined by Solicitor Cleary. Councilperson McCloud abstained from the vote.

President Hershey closed the Conditional Use Hearing at 7:47 PM.

Public Meeting

President Hershey then called the Public Meeting of Elizabethtown Borough Council to order at 7:47 PM. Hershey stated council met in Executive Session prior to the meeting to discuss a legal

matter and any actions to be taken as a result of the Executive Sessions will occur in a public meeting.

Public Comment

Richard Sheidy, Lemon Street, asked Borough Council to consider installing a sound system in the Borough Council meeting room to enable attendees to fully hear presentations, discussions, and decisions during public meetings.

Approval of Meeting Minutes

After a motion by Vice President Clark, second by Hynicker, Borough Council voted unanimously to approve the Public Meeting minutes for July 6, 2023.

Reports

1. Borough Council unanimously approved the Financial Report and PLIGT Report as submitted after a motion by Councilperson McCloud and second by Councilperson Hynicker.
2. There were no questions on the June 2023 Elizabethtown Police Department Report.
3. There were no questions on the June 2023 Code Enforcement Report.
4. There were no questions on the June 2023 Fire Company Report. The Fire Company responded to 60 calls in June with 20 of those calls being located within the borough.
5. Northwest EMS responded to 773 calls during the month of June 2023, of which 139 were within the Borough which is 18% of calls. Year to date Northwest EMS has responded to 4,415 calls with 21% occurring in the Borough.
6. There were no questions on the June 2023 EAWA reports. Councilperson Shaud noted that EAWA has observed water levels improving but stated there is still a need to be mindful of consumption.
7. There were no questions on the GEARS report for May 2023.
8. There were no questions on the MESA reports for May 3, June 7 and June 21. President Hershey stated MESA is waiting for one municipality to render a decision before the Public Hearing is scheduled.

Old Business

1. Vice President Clark motioned to approve entering into an agreement with the Elizabethtown Lions Club for the hanging of Military Banners within Elizabethtown Borough. Councilperson McCloud second the motion. Borough Council unanimously voted to approve

the agreement with the Elizabethtown Lions Club for the hanging of Military Banners within Elizabethtown Borough.

2. President Hershey stated the Conditional Use Hearing for 449 and 451 West High Street was held on June 15, 2023 and forty-five (45) days from the date of the hearing is July 30, 2023. He added that prior to the meeting Borough Council reviewed the legally drafted decision document. Vice-President Clark motioned to deny the Conditional Use application for 449 and 451 West High Street. Councilperson Hynicker second the motion. Borough Council unanimously voted to deny the Conditional Use application for 449 and 451 West High Street.
3. Planning and Zoning Director Roberts provided an overview of the Traffic Study Results for having one-way traffic on West Willow Street and West Washington Street. She added that after discussion at Borough Council meetings in 2022, staff directed the Borough Engineer and Traffic Engineer to conduct a traffic study of West Willow Street and West Washington Street. The traffic study focused on turning the streets one-way. As proposed in the study, West Willow Street will be one-way traveling east from North Poplar Street to North Market Street, while West Washington Street will be one-way traveling west from Sout Market Street to South Poplar Street.

The results of the study show that there are no major concerns with converting either street to one-way traffic. Staff noted that if Council is inclined to change the traffic to one-way on W Willow Street and W Washington Street, the next step is communication with PennDOT to discuss the possibility of amending the existing traffic signal permit at Willow Street and North Market Street.

Residents in attendance asked if the study considered the amount of traffic generated during baseball games at the Poplar Street Facility leased by GEARS. Roberts stated the study was completed in April 2023. Councilperson Shaud asked about the flow of traffic on West Washington Street and if it should be one way or if there should be restriction of parking. Roberts stated that at previous meetings council had discussed the roadway and considered one way traffic flow to the traffic light at Union Street or down Poplar Street to High Street.

President Hershey directed staff to begin the discussion with PennDOT and then, with that resulting information, Borough Council would make final decisions.

4. Borough Manager Denlinger asked for the Fiscal Year 2023 Budget review agenda item to be carried forward to a future public meeting. There were no objections raised to this request.

New Business

1. Upon motion by Councilperson Shaud and second by Councilperson Moss, Borough Council voted unanimously to approve the Application for Payment #1 for the Infrastructure Repairs to Large and Small Span Bridges by contractor JDI Site Solutions LLC in the amount of \$45,964.58 and to forward the application on to the Redevelopment Authority of the County of Lancaster for payment.

2. Upon motion by Councilperson McCloud and second by Councilperson Hynicker, Borough Council voted unanimously to approve the advertisement of Ordinance No. 1010 and Ordinance No. 1011 related to the dedication of Maize Circle and Broken Arrow Drive.
3. Upon motion by Councilperson Hynicker and second by Councilperson Shaud, Borough Council voted unanimously to approve Resolution 2023-10 to update the Borough of Elizabethtown Right To Know Law Policy regarding the appointment of Shane Deardorff as the Open Records Officer and Matt Shuey as the Alternate Open Records Officer for Police related Right To Know Law Requests.
4. President Hershey led a discussion on the former Public Works Building at 101 Plum Street. Councilmembers agreed that the building is not serving a need for the borough and it should be appraised. President Hershey directed staff to have 101 Plum Street appraised with the results presented at a future meeting.

Bills Payable

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

Mayor Remarks

- Mayor Mummert remarked on having the honor of swearing in two new Elizabethtown Borough Police Department Officers and that he is proud that the Lions Club is moving forward with a banner program.

Council Remarks

- Councilperson McCloud thanked the public for attending.
- Councilperson Hynicker thanked the public for attending and for the comments/questions raised by attendees.
- Councilperson Moss was glad to see all BC members in attendance.
- Councilperson Shaud thanked the public for attending.
- Vice-President Clark stated he is excited to see the banner program progressing to fruition.
- President Hershey had no additional remarks.

Adjourn

President Hershey adjourned the meeting, without objection, at 8:37 PM.

Respectfully Submitted,

Rebecca S. Denlinger
Borough Manager