

ELIZABETHTOWN BOROUGH COUNCIL
PUBLIC MEETING
August 18, 2022
Minutes

A public meeting of Elizabethtown Borough Council was held on Thursday, August 18, 2022. Present were Councilmembers Lanty Moss, Tom Shaud, J. Marc Hershey, Phil Clark and Jay Hynicker and Mayor Chuck Mummert. Also in attendance 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 Public Meeting to order at 7:00 PM and led the meeting participants in the Pledge of Allegiance.

Public Comment

Justin Roether commented on his wish for the Borough to allow resident to keep chickens within the borough. He asked Borough Council to consider it in a future meeting.

Approval of Meeting Minutes

After a motion by Vice President Clark, second by Councilperson Hynicker, Borough Council voted unanimously to approve the August 4, 2022 Public Meeting minutes.

Reports

1. Borough Council unanimously approved the Financial Report and PLIGT Report as submitted after a motion by Councilperson Clark and second by Councilperson Moss.
2. Regarding the Elizabethtown Police Department Report for July 2022, Chief Cunningham noted that the EPD report was uploaded for review and noted that call volume was normal for the month but noted that the thefts from the month were up. This volume is due to several thefts that occurred from unlocked cars. Chief Cunningham reminded residents to lock their vehicles. Chief Cunningham added that an event "Pizza with a Cop" is planned for September 14, 2022 and will be held outside at the high school.
3. There were no questions on the Code Enforcement Report for July 2022.
4. The Fire Company responded to 66 calls during the month of July 2022, of which 23 were in the Borough, with an average response time of 8 minutes 12 seconds.
5. Northwest EMS responded to 753 calls during the month of July 2022, of which 132 calls, 17.5%, were within the Borough. Year to date there have been 5,144 calls with 960 calls within the Borough which is 18.7%.
6. There were no questions on the Elizabethtown Area Water Authority Reports for July 2022.

7. There were no questions on the GEARS report for June 2022.

Old Business

1. Planning and Zoning Director Roberts stated that the applicant for the Market Street Square Preliminary/Final Land Development Plan asked for a time extension. In July, Borough Council approved a time extension to August 31, 2022 and the applicant is seeking the deadline to be extended to September 30, 2022. It was motioned by Vice President Clark to approve the request for an extension of time for the review of the Market Street Square Preliminary/Final Land Development Plan with a new expiration date of September 30, 2022. Councilperson Shaud seconded the motion. Borough Council unanimously approved the request for a new expiration date of September 30, 2022 for the Market Street Square Preliminary/Final Land Development Plan.
2. Planning and Zoning Director Roberts sought approval of the 1376 Campus Road Preliminary/Final Land Development Plan that was introduced to Borough Council on August 4, 2022.

It was motioned by Councilperson Shaud to approve 1376 Campus Road Preliminary/Final Land Development Plan with the following waivers and deferral:

- a. Chapter 17 – Stormwater Management Ordinance – Deferral to Mount Joy Township
- b. Chapter 22, Section 303 – Preliminary Plan
- c. Chapter 22, Section 403.A(1) – Plan Scale
- d. Chapter 22, Section 606.2 – Street Design Standards
- e. Chapter 22, Section 611.4 – Street Trees.

Councilperson Hynicker seconded the motion. Borough Council unanimously approved the 1376 Campus Road Preliminary/Final Land Development Plan with waivers and deferral.

It was motioned by Councilperson Hynicker to approve the 1376 Campus Road Preliminary/Final Land Development Plan upon the condition that all comments from the Lancaster Civil Engineering review letter dated August 1, 2022 are addressed. Motion was seconded by Vice-President Clark. Borough Council unanimously approved the 1376 Campus Road Preliminary/Final Land Development Plan upon the condition that all comments from Lancaster Civil Engineering are addressed.

3. Planning and Zoning Director Roberts provided an update on the ordinance amendments for Stormwater Management, Parking, Subdivision and Land Development and Streets and Sidewalk. It was motioned by Vice President Clark to approve Ordinance No. 1004 amending the Stormwater Management Ordinance to be in compliance with the DEP 2022 Model Stormwater Ordinance. The motion was seconded by Councilperson Shaud. By roll call vote, Borough Council unanimously approved Ordinance No. 1004 amending the Stormwater Management Ordinance to be in compliance with the DEP 2022 Model Stormwater Ordinance.

4. President Hershey provided an update on the Regional Emergency Services Administrative Authority. It was stated that the initial public hearing regarding the formation of the Authority will be on the evening of August 31, 2022 at Chiques Church in Manheim. Following the August 31st hearing, each municipality will then discuss and determine their participation formally at their own respective public meetings. He reminded councilmembers that there will be a Regionally Elected Officials meeting on September 7, 2022 in which the Regional Emergency Services Administrative Authority will be discussed. There were no questions from councilmembers on the Regional Emergency Services Administrative Authority.
5. Borough Manager Denlinger stated that staff is currently reviewing the Fiscal Year 2022 budget. Reviewing the current revenues and expenditures to date will provide staff with good data to assist in creating the first draft of the Fiscal Year 2023 budget. She added that she is communicating with community organizations regarding their Fiscal Year 2023 budget requests.
6. Borough Manager Denlinger stated that a draft survey to assist with Community Park Playground Planning is being tested by staff and will be issued soon. The survey will be available for approximately four weeks. Denlinger added that staff will be meeting with General Recreation again to further discuss potential play equipment and scheduling.
7. Borough Manager Denlinger provided updates on funding applications for ARPA funds from Lancaster County and Redevelopment Assistance Capital Program.

The first application discussed was an ARPA Request to Lancaster County for funds to assist with the development of the Municipal Emergency Services Authority of Lancaster County. There were no questions on the overview and it was motioned by Councilperson Shaud to approve the submission of a funding request by Elizabethtown Borough, on behalf of the 11 municipalities in Lancaster County, to the Board of Lancaster County Commissioners seeking ARPA funding in support of the planning and startup of the Municipal Emergency Services Authority of Lancaster County. The motioned was seconded by Vice-President Clark. Borough Council unanimously voted to approve the funding request to Lancaster County Commissioners seeking ARPA funding in support of the planning and startup of the Municipal Emergency Services Authority of Lancaster County.

The second application Denlinger provided an update on was for a second ARPA Request to Lancaster County to update the SCADA computer system and other electrical components at the Elizabethtown Borough Wastewater Treatment Plant. There were no questions on the overview and it was motioned by Councilperson Hynicker to approve the submission of a funding request to the Board of Lancaster County Commissioners seeking ARPA funding for the Elizabethtown Wastewater Treatment Plant Infrastructure Investment Project. The motioned was seconded by Vice-President Clark. Borough Council unanimously voted to approve the funding request to Lancaster County for updating the SCADA computer system and other electrical components at the Elizabethtown Borough Wastewater Treatment Plant.

The third application would be submitted to the Redevelopment Assistance Capital Program (RACP) for Explore Elizabethtown Improvement Initiative. The request is primarily for renovations and adaptive reuse of the borough owned property located at 56 N. Market Street to create an anchor building for the downtown. She added that the application requires a \$500 application fee. There were no questions on the overview and it was motioned by Vice President Clark to approve the submission of a funding request to the PA Department of Community and Economic Development, Commonwealth Financing Authority seeking RACP funding for the Explore Elizabethtown Improvement Initiative. Councilperson Hynicker seconded the motion. Borough Council unanimously approved the submission of a funding request to the PA Department of Community and Economic Development, Commonwealth Financing Authority seeking RACP funding for the Explore Elizabethtown Improvement Initiative.

New Business

1. Assistant Borough Manager Roda updated that staff learned on July 29, 2022 that PA PERCS, the company that services the traffic signals, would be closing with an effective date of August 12, 2022. Given the timing of PERCS closing and stopping of emergency services an interim contractor was identified and will only provide services for 1 month. To find a longer-term solution a formal Request for Quotes (RFQ) was issued seeking a contractor to perform inspection, preventative maintenance, and emergency call-outs. Services would begin Monday, September 5, 2022. Proposals were received from Traffic Signal Service, C.M. High and Kuharchik.

Following a review of the received proposals and knowing typical service calls occur after hours, she added that staff's recommendation is to accept the proposal from C. M. High. Borough Council members did not have any questions on the recommendation and directed staff to execute the contract with C.M. High.

Bills Payable

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

General Fund	\$199,486.65
Sewer Fund	\$142,575.06
Capital Reserve Fund	\$13,600.53
Subdivision Escrow Fund	\$3,007.00
Parks Fund	\$15,029.31

Mayors Remarks

Mayor Mummert stated that he will have the honor of singing the national anthem at the start of the Elizabethtown Fair on Monday, August 22, 2022.

Council Remarks

- Councilperson Moss thanked EPD and stated he was looking forward to the budget season.
- Councilperson Hynicker thanked EPD for their community involvement.
- Councilperson Shaud provided a brief history of chickens in the borough.
- Vice President Clark thanked President Hershey for his continued involvement in the development of the Regional Emergency Services Administrative Authority.

Adjourn

Upon motion by Councilperson Shaud and second by Vice President Clark, and without objection, the meeting was adjourned by President Hershey at 7:59 PM.

Respectfully Submitted,

Rebecca S. Denlinger
Borough Manager