

**ELIZABETHTOWN BOROUGH COUNCIL
REGULAR MEETING
January 17, 2019
Minutes**

The regular meeting of Elizabethtown Borough Council was held on Thursday, January 17, 2019 at 7:00 p.m. at the Borough Office. Present were Councilmembers, Bill Troutman, Tom Shaud, J. Neil Ketchum, Jr., J. Marc Hershey, Phil Clark, and Jeff McCloud. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Ann Roda, Chief Cunningham, Public Works Director Jeff Kinsey, Planning and Zoning Director Pamela Craddock and Mayor Chuck Mummert.

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

Public Hearing – Proposed Zoning Ordinance

At 7:02 p.m. President Hershey opened the public hearing. Planning and Zoning Director Pamela Craddock provided a summary of the proposed ordinance.

The proposed ordinance amends Chapter 27 to: reduce the required lot area in the R-3 High Density Residential Zoning District to 3,000 square feet per dwelling unit on lots with a total net lot area greater than or equal to ten (10) acres; amends the requirement that the front of any building face the street in situations where more than one structure containing a permitted principal use is erected on a lot containing residential uses; and, adds a definition for “owner occupied or occupied by owner”.

There was no public comment on the proposed ordinance. The hearing was closed at 7:05 p.m.

Public Comment

There was no public comment.

Presentations

1. Mayor Mummert and Doug Knauss presented awards to the GEARS Holiday Parade entry winners and recognized parade sponsors. The Best Commercial entry went to Durham School Services; the Best Non-profit entry went to Elizabethtown Grace Church; the Best Walking Group entry went to Daisy Troop 70545, Brownie Troop 70050, Junior Troop 70417; and, the Judges Choice entry went to West Greentree Church. Union Community Bank, Kiwanis Club of Elizabethtown, American Legion Post 368 and Members 1st Federal Credit Union were also recognized for being Angel Sponsors.
2. Chief Cunningham presented the Elizabethtown Police Department Employee of the Year to Senior Administrative Secretary Jill Risser. Through the presentation, Ms. Risser was recognized for her tenure with EPD, her hard work, positive attitude and her everyday assistance to the public and the EPD’s partners. She was recognized for her efforts to ensure

all records are complete, reports are compiled and that all required paperwork is to the proper places at the proper time. And, she was recognized by the officers for going out of her way to make sure that each and every officer has what they need to do their job.

Approval of Minutes

After a motion by Clark, second by McCloud, minutes of the following meetings were unanimously approved:

1. Regular Meeting – December 20, 2018
2. Work Session Meeting – January 3, 2019

Reports

1. The Financial Report was unanimously approved after a motion by Ketchum and second by Troutman.
2. There were no questions on the Code Enforcement report.
3. The Fire Company responded to 64 calls during the month of December, 25 of which were in the Borough, with an average response time of 5 minutes 38 seconds.
4. Northwest EMS responded to 95 Borough calls during the month of December bringing the year-to-date total for Borough calls to 1,306.

Old Business

1. It was motioned by Ketchum, seconded by Clark, to approve Ordinance No. 990 amending portions of Chapter 27, Zoning, of the Borough Code of Ordinances. The motion carried unanimously via roll call vote.
2. Scott Loercher of Buchart Horn Architects provided Borough Council with an update on the Elizabethtown Police Department & Fire Company Facilities Feasibility Study. Loercher's update focused on square footage (existing and proposed), potential layout of individual spaces and shared spaces and anticipated costs. Councilmembers questioned if the evaluation accounted for parking, if there were downsides to the site, and what additional work was needed to complete the project. Loercher noted that parking was taken into consideration, did not highlight any downsides to the site and indicated that the report was the remaining part of the project to complete. Following the update, Chief Cunningham noted that the Fire Company and Police Department were researching potential grants and low interest loans that may be available.

New Business

1. It was motioned by McCloud, seconded by Troutman, to approve in the amount of \$222,860.32 to eciConstruction, LLC for worked performed on the Elizabethtown Public Works Garage (Invoice No. 30.18062.3). The motion carried unanimously.
2. It was motioned by Ketchum, seconded by McCloud, the re-appointment of Dr. Kyle Kopko to the Elizabethtown Borough Planning Commission for another four-year term that expires December 31, 2022. The motion carried unanimously.
3. It was motioned by Clark, seconded by Troutman, to approve the re-appointment of Jeff McCloud to the Elizabethtown Industrial Development Authority for another five-year term that expires December 31, 2023. The motion carried unanimously. McCloud abstained.
4. It was motioned by Ketchum, seconded by McCloud, to approve the appointment of Bill Troutman to the Elizabethtown Area Community Services Authority for a five-year term that expires December 31, 2023. The motion carried unanimously. Troutman abstained.
5. It was motioned by Clark, seconded by Shaud, to approve the re-appointment of Meade Bierly to the Greater Elizabethtown Area Recreation & Community Services (GEARS) for another three-year term that expires December 31, 2021. The motion carried unanimously.

Bills Payable

Motion by McCloud, second by Troutman, to pay the bills and budgeted transfers as presented:

General Fund.....	\$275,330.38
Sewer Fund	\$357,669.42
Capital Reserve Fund	\$7,080.10
Construction Fund.....	\$237,798.17
Train Station Fund	\$2,027.54
Subdivision Escrow Fund	\$1,549.80
Health Insurance Fund	\$983.76
Parks Fund	\$183.10

The motion carried unanimously.

Adjourn

President Hershey noted that following the meeting that council would meet in an Executive Session to discuss the Vincent O'Connor Award.

Following a motion by McCloud, second by Troutman, the meeting unanimously adjourned at 7:42 p.m.

Respectfully Submitted,

Roni Ryan
Borough Manager

