

ELIZABETHTOWN BOROUGH COUNCIL
WORK SESSION
November 2, 2017
Minutes

Elizabethtown Borough Council held its monthly work session meeting on Thursday, November 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 Mayor Chuck Mummert, Borough Manager Roni Ryan, Assistant Borough Manager Ann Roda, Planning and Zoning Director Pamela Craddock, Public Works Director Wayne DeVan and Police Chief Jack Mentzer.

Hershey called the meeting to order at 7:00 pm and began the meeting by announcing Council met in executive session at 6:00 p.m. to discuss a personnel matter.

Public Comment

Robert Yahara, 207 Masonic Drive, expressed his appreciation for the members of council and stated that he was excited for the upcoming election and seeing the end results in how that will continue to make the community better. As part of his public comment he also commented on hearing the debate of fresh ideas that occurred at the forum held by the Elizabethtown Advocate.

Administration

1- 2018 Proposed Budget Introduction

Borough Manager Roni Ryan provided a presentation on the working draft of the proposed 2018 budget. The presentation included details on the 16 funds that make up the Borough's budget and highlighted the proposed capital projects for 2018. The capital projects reflect those that were discussed in September 2018. Ryan also indicated that the real estate tax amount included will likely be adjusted as the Borough is awaiting information from the county on property reassessments. It was noted to council that the budget, when adopted, will first need to remain revenue neutral in real estate tax revenues. Borough Council may take second action to increase the real estate tax revenues by no more than 10%. Ryan also provided a series of next steps and dates for council to be mindful of related to the review and enactment of the proposed budget.

During the presentation Hershey asked about the ability to allocate sewer capital projects to the sewer capital projects fund instead of the sewer reserve fund. It was noted by Ryan that based on agreements with major users there is a need to be able to track the expenditures in the manner proposed. Hershey also reminded the public that the real estate tax will not be increasing with the amount that has been seen with property assessments.

2- Additional budget meeting dates proposed

Council discussed the need for additional meetings to be held to continue the budget discussion. Five meetings will be advertised and if council determines not all five are needed then the remaining meetings will be cancelled. The meeting dates to be advertised include:

- November 9, 2017, 6 p.m.
- November 14, 2017. 7 a.m.

- November 20, 2017, 7 a.m.
- December 5, 2017, 7 a.m.
- December 14, 2017, 6 p.m.

Police Department

1- Chief of Police Search Update

Hershey provided an update and indicated that the Borough hopes to make a conditional offer to a candidate in the near future. This offer follows assistance from Safe City Solutions on selecting candidates, conducting interviews and review activities.

2- Monthly Report

Chief Mentzer presented the police department's monthly report that included statistics of borough and state police Uniform Crime Reporting (UCR) responses.

After a motion by Hershey, second by Clark, the meeting was adjourned at 7:23 p.m. whereupon Council entered Executive Session to discuss matters pertaining to real estate and personnel.

Respectfully Submitted,

Roni Ryan
Borough Manager