

**ELIZABETHTOWN BOROUGH COUNCIL
REGULAR MEETING
November 16, 2017
Minutes**

The regular meeting of Elizabethtown Borough Council was held on Thursday, November 16, 2017 at 7:00 p.m. at the Borough Office. Present were Councilmembers Phil Clark, Jeff McCloud, Tom Shaud, J. Neil Ketchum, Jr., Dr. C. Dale Treese and J. Marc Hershey. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Ann Roda, Public Works Director Wayne DeVan, Planning and Zoning Director Pamela Craddock, Police Chief Jack Mentzer, and Mayor Chuck Mummert.

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

1. Regular Meeting—October 19, 2017
2. Work Session Meeting—November 2, 2017

Public Comment

1. **Carol Witmer, 129 North Maple Street**, requested an update on Airbnb regulations. Hershey explained that one of the items for Council to approve or reject that evening was the final ordinance.
2. **Robert Yahara, 207 Masonic Drive**, thanked the Elizabethtown Advocate for the forum that was held prior to the election and spoke about the election. He commented on Mayor Mummert being uncontested, noted that there was good dialog for Ward 2 and acknowledgment the departure of Dr. Treese from the Board. He welcomed Mr. Troutman and noted that his experience and party affiliation would be a good contribution to council.
3. **Deborah Drury**, Executive Director Elizabethtown Public Library, 10 South Market Street, wanted to follow-up with council and the presentation that was made in October to see if they had a follow-up questions for her. Council did not have any questions.

Presentation

1. Heather Hohenwarter, Executive Director, of the Elizabethtown Area Chamber of Commerce provided a presentation and offered to answer any questions that Council may have regarding the Chamber. Ms. Hohenwarter's presentation focused on general initiatives that the Chamber will be focusing on in the coming months. Following her presentation President Hershey asked if the changes with the Chamber and its benefits/programs for members would be taking place in 2018 or 2019. Ms. Hohenwarter responded that changes would take place in 2019.

Reports

1. The Financial Report was unanimously approved after a motion by Clark, second by Ketchum.
2. The Code Enforcement Report was provided as an informational item and there were no questions.
3. The Fire Company responded to 51 calls during the month of October, 17 of which were in the Borough, with an average response time of 6 minutes 51 seconds.
4. Northwest EMS responded to 108 Borough calls during the month of October bringing the year-to-date total for Borough calls to 1192.

Old Business

1. It was motioned by Ketchum, seconded by Shaud, to approve Ordinance No. 983 amending portions of Chapter 5, Code Enforcement, and portions of Chapter 27, Zoning, of the Borough Code of Ordinances. Motion carried unanimously by roll call vote.

New Business

1. It was motioned by McCloud, seconded by Treese, to appoint Jenni Woodworth to the Borough's Planning Commission effective January 2018 to fill Jeff Kinsey's expired term. Motion carried unanimously. Council thanked Mr. Kinsey for his time and expertise.
2. It was motioned by Clark, seconded by Ketchum, to approve Resolution No. 2017-8 prohibiting Category 4 licensed gambling facilities to be sited / located within Borough boundaries. Motion carried unanimously. Ketchum noted that he received a call from a constituent requesting that the facilities be prohibited.
3. It was motioned by Treese, seconded by Shaud, to approve Resolution No. 2017-9 updating the Borough's Financial Policies. Motion carried unanimously.
4. 2018 Proposed Budget – Public Hearing
Ryan stated that the changes proposed to the draft during the November 14, 2017 public meeting were incorporated into the working draft and that updated summary sheets were available for the public to review.
 - a. It was motioned by Treese, seconded by Ketchum to adopt the Proposed 2018 Budget as the official draft for review and comment. Motion carried unanimously. The draft budget will be advertised and copies available for review at the Borough Office during the 10-day public review period.
 - b. It was motioned by Shaud, seconded by Clark, to reject advertisement of an ordinance proposing a sewer rate increase. Motion carried unanimously.
 - c. It was motioned by Ketchum, seconded by Clark, to advertise an ordinance proposing a real estate tax millage rate of 4.2 mills for 2018. Motion carried unanimously. Ryan noted that the real estate tax millage rate in 2017 is 5.6 mills and must be adjusted accordingly to achieve a real estate tax revenue neutral in 2018.
 - d. It was motioned by Treese, seconded by Ketchum, to advertise an ordinance establishing the maximum real estate tax millage rate for 2018 at 4.6 mills. Motion carried with McCloud in opposition. It was noted that this is the maximum within the 10% allowable increase following a reassessment. Hershey reiterated to the public that the maximum tax rate is the ceiling and not the final amount as council continues to refine the budget. The final millage rate would be between 4.2 and 4.6.
5. It was motioned by Treese, seconded by Shaud, to approve Resolution No. 2017-10 authorizing the drawdown from the Series AA of 2015. Motion carried unanimously.
6. It was motioned by McCloud, seconded by Treese, to approve payment of Estimate No. 008 in the amount of \$142,196.51 payable to Jay Fulkroad & Sons for the Elizabethtown Community Park and Pedestrian Pathway Project. Motion carried unanimously.

Bills Payable

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

General Fund	\$196,495.70
Sewer Fund	\$589,237.55
Capital Reserve Fund.....	\$73,939.16
Liquid Fuels Fund.....	\$275,049.41
Train Station Fund	\$2,376.59
Parks Fund	\$68,340.28

Motion carried unanimously.

Other Business

Ryan noted to Council the visit that was planned for November 17, 2017 in which Secretary Dunn of PADCNR, Acting Secretary Levine of PADOH and representatives from PennDOT would be visiting the Borough to walk a portion of the trail system to note the connection between walkability, quality of life and improved health and to discuss the PA Walk Works grant.

The November 20, 2017 budget meeting is cancelled.

Adjourn

Following a motion by Clark, second by McCloud, the meeting unanimously adjourned at 8:05 p.m.

Respectfully Submitted,

Roni Ryan
Borough Manager

