

**ELIZABETHTOWN BOROUGH COUNCIL**  
**PUBLIC MEETING**  
**November 3, 2022**  
**Minutes**

A public meeting of Elizabethtown Borough Council was held on Thursday, November 3, 2022. Present were Councilmembers Jay Hynicker, Tom Shaud, J. Marc Hershey, Phil Clark, and Jeff McCloud and Mayor Chuck Mummert. Councilmember Lanty Moss was absent. Also present were Borough Manager Rebecca S. Denlinger, Assistant Borough Manager Ann Roda, Public Works Director Jeff Kinsey, Planning and Zoning Director Pamela Roberts, and Elizabethtown Police Chief Ed Cunningham.

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

**Public Comment**

There was no public comment.

**Approval of Meeting Minutes**

After a motion by Vice-President Clark, second by Councilperson McCloud, Borough Council voted unanimously to approve the October 13, 2022, October 20, 2022 and October 27, 2022 Public Meeting minutes.

**Old Business**

1. Borough Manager Denlinger stated that the contractor for the Market Street Resurfacing project has finished line painting. In the upcoming week the contractor will be addressing a punch list of areas to address. This will include down spouts and the height of several manholes. Upon completion of the punch list a final inspection will be completed and the project will be closed out by PennDOT. President Hershey stated his appreciation for the work completed and the time staff and others spent to see the improvements through to completion.
2. Assistant Borough Manager Roda stated that the play equipment is ordered and staff is working with Lancaster Civil and YSM on the final site design. Roda noted the first of two picket pickups will be held on Sunday, November 6, 2022. The second picket pick up will be on Saturday, November 12, 2022.
3. Borough Manager Denlinger stated that HRG developed the Act 537 Official Sewage Facilities Plan Special Study for Radio Road Interceptor Improvements. The special study was posted for public comment. Following the public comment period, the special study will be sent to and presented to the County Planning Department and the borough's Planning Commission for comment. The special study will then be sent to PADEP.
4. Borough Manager Denlinger updated councilmembers that Version 2 of the Fiscal Year 2023 budget, incorporating Borough Council's recent revisions, will be provided in advance of the

next Public Budget Meeting scheduled for November 10, 2022.

### **New Business**

1. Planning and Zoning Director Roberts stated the applicant, United Churches, requested a continuance for the November 15th Zoning Hearing Board meeting. The application will likely be considered at the January 2023 Zoning Hearing Board. Borough Council members had no questions on the continuance request.
2. Planning and Zoning Director Roberts stated the application for 502 S Market Street is a two-part request that includes an appeal of the Zoning Officer's decision and variances to allow 12 apartments. Roberts added the applicant renovated the existing units to create a total of 12 units without permits and inspections. When staff discovered the new units, an enforcement notice was sent, which is what is being appealed. The variance application is relative to Chapter 27, Part 8, Section 807 "Lot area, Lot Width and Impervious Coverage Regulations" and Chapter 27, Part 15, Section 1504.1.A "Number of Units in an Apartment Building". For the application Borough Council took the position to only support what was originally approved and the conditional use conditions. Borough Council also elected to have Solicitor Cleary represent the borough in the upcoming hearing.

### **Mayor Remarks**

- Mayor Mummert spoke about the Halloween Parade that he judged and that he would be presenting a proclamation at the EASD Veterans Day program.

### **Council Remarks**

- Councilperson McCloud commented that the Halloween Parade was a great effort for a new community event.
- Councilperson Hynicker had no remarks.
- Councilperson Shaud stated that the Halloween Parade was a nice event and perhaps the route could be expanded if held again.
- Vice-President Clark thanked the public for attending.
- President Hershey had no remarks.

### **Adjourn**

Prior to adjourning President Hershey noted that Borough Council met in an Executive Session following the meeting to discuss a personnel matter.

President Hershey adjourned the meeting, without objection, at 7:27 PM.

Respectfully Submitted,

Rebecca S. Denlinger  
Borough Manager