ELIZABETHTOWN BOROUGH COUNCIL
WORK SESSION MEETING
December 6, 2018
Minutes

The regular meeting of Elizabethtown Borough Council was held on Thursday, December 6, 2018 at 7:00 p.m. at the Borough Office. Present were Councilmembers, 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, Acting Public Works Director Jeffrey Kinsey, Planning and Zoning Director Pamela Craddock, Chief Cunningham and Mayor Chuck Mummert. Absent was Bill Troutman.

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

Public Comment

1. Robert Yahara, 207 Masonic Drive, commented on a petition that was sent from homeowners in Conoy Crossing which requested a sign that acknowledges children at play. He also thanked borough council members for their continued leadership.

2. Richard Sheidy, 350 Lemon Street, thanked borough staff for the informative newsletter on the upcoming changes for trash and recycling.

Administration

1. It was motioned by Ketchum, seconded by Shaud, to approve the advertisement of an ordinance amending the Borough's Zoning Ordinance to reduce required lot area in the R-3 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, to amend 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 to add a definition for an owner occupied or occupied by owner dwelling unit. Motion carried unanimously.

2. It was motioned by Shaud, seconded by Clark, to approve a proposal by Fidevia Construction Management and Consulting to provide construction management services for the Public Works Garage Construction Project. Motion carried unanimously.

3. Borough Manager Ryan provided a summary overview of revisions that were made to the proposed 2019 Budget following the November meeting. Questions were asked on the projections included for real estate and earned income taxes and the amounts included for 2018. The contribution for Northwest EMS was increased for 2019. Revisions on the amount transferred to the capital reserve fund and parks fund were made. The 2019 millage rate was also discussed but an amount was not finalized until additional information is received on real estate tax receipts for 2018.

4. It was motioned by Clark, seconded by McCloud, to approve a three (3) year Customer Service Agreement with Republic Services for hauling bio-solids from the Wastewater Treatment Plant. Councilmember Shaud asked if the new Volute Dewatering Press would change the amount of hauling that is needed, councilmember Ketchum asked how the

costs are figured into the ERSA agreement and councilmember McCloud asked how the location is determined. Borough Manager Ryan noted that it is too soon to know if the new press will have an impact on the amount that is to be hauled. It was also noted that the costs for the hauling would be incorporated into reimbursements with ERSA and that the location of bio-solids is determined by LCSWMA. Following the questions the motion carried unanimously.

5. It was motioned by McCloud, seconded by Clark, to approve Resolution 2018-16 for the disposal of certain records in accordance with the Municipal Records Manual by the Pennsylvania Historical and Museum Commission (PHMC) Bureau of Archives and History as amended July 23, 2009.

Police Department

1. **Monthly Report**
    Chief Cunningham presented the police department's monthly report that included statistics of borough police responses and interactions with the public. Cunningham also provided general details on two special details that are under way by EPD.

President Hershey announced that following the adjournment of the meeting Council would hold an Executive Session to discuss a personnel matter.

After a motion by Shaud, seconded by Clark, the meeting was adjourned at 8:16 p.m.

Respectfully Submitted,

Roni Ryan
Borough Manager