

**ELIZABETHTOWN BOROUGH COUNCIL**  
**WORK SESSION MEETING**  
**December 3, 2020**  
**Minutes**

The regular meeting of Elizabethtown Borough Council was held on Thursday, December 3, 2020. For everyone's safety, the Borough Council meeting was held with the absolute minimum number of individuals gathered in person, employing both mandatory masks and maximum physical distancing measures. In person participants included Tom Shaud, Phil Clark, J. Marc Hershey, Borough Manager Rebecca S. Denlinger, Police Chief Ed Cunningham and Mayor Mummert. The remaining members of Borough Council including J. Neil Ketchum Jr., Jeff McCloud, Bill Troutman as well as staff members Assistant Borough Manager Ann Roda, Public Works Director Jeff Kinsey and Planning and Zoning Director Pamela Roberts joined the meeting remotely using Zoom.

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

Public Comment

There was no public comment.

Administration

1. President Hershey introduced Resolution 2020-11. The resolution is to dedicate, in full, the unappropriated General Fund balance for the year ending December 31, 2020 as the beginning balance of the General Fund for the year beginning January 1, 2021. There were no questions or discussion.

It was motioned by Clark, seconded by Troutman, to approve Resolution 2020-11 to dedicate in full the unappropriated General Fund balance for the year ending December 31, 2020 as the beginning balance of the General Fund for the year beginning January 1, 2021. Motion passed unanimously.

2. President Hershey stated that aside from the public comment provided at the November 19, 2020 meeting there was no other public comment submitted on the Proposed Fiscal Year 2021 Budget. He asked council to consider the adoption of the budget that was advertised. There were no questions or discussion.

It was motioned by Clark, seconded by Shaud, to approve the Proposed Fiscal Year 2021 Budget. Motion passed unanimously.

3. President Hershey introduced Resolution 2020-12. The resolution maintains the tax rate for general purposes at the sum of 4.60 mills on each dollar of assessed valuation. The tax rate will not change from 2020 to 2021. There were no questions or discussion.

It was motioned by McCloud, seconded by Troutman, to approve Resolution 2020-12 to

maintain the tax rate for general purposes at the sum of 4.60 mills on each dollar of assessed valuation. Motion passed unanimously.

4. President Hershey introduced Resolution 2020-13. The resolution desires to update the Borough of Elizabethtown's Fee Schedule that contains various miscellaneous fees for services provided by the Borough. The revised schedule would go into effect January 1, 2021. Borough Manager Denlinger added that revisions were made to the proposed fee schedule to incorporate the discussion that took place at the November 5, 2020 Borough Council meeting. There were no questions or discussion.

It was motioned by Clark, seconded by Ketchum, to approve Resolution 2020-13 updating the Borough of Elizabethtown's Fee Schedule that contains various miscellaneous fees for services provided by the Borough, effective January 1, 2021. Motion passed unanimously.

5. President Hershey stated that there are several Board and Commission appointments that expire December 31, 2020. Councilmembers were asked to consider each appointment separately.
  - a) First appointment to consider was Tom Mulleavy to the Civil Service Commission effective January 1, 2021 for a six-year term to expire December 31, 2026. It was motioned by Clark, seconded by Troutman, to approve the appointment of Mulleavy to the Civil Service Commission effective January 1, 2021 for a six-year term to expire December 31, 2026. Motion passed unanimously.
  - b) Second appointment was to consider was the appointment of Meade Bierly to the Elizabethtown Area Community Services Authority effective January 1, 2021 for a five-year term to expire December 31, 2025. Councilmember Clark stated that with the appointment some synergies may come about for GEARS and the Elizabethtown Area Community Services Authority based on the recently approved agreements. He added that Meade has done a great job and involved and that Howard Kroesen was heavily involved in the agreement work and with discussions with Conoy. It was added that with this recent work and his background on GEARS and the Elizabethtown Area Community Services Authority Howard Kroesen could be considered for the appointment.

Councilmember Ketchum did not disagree with Clark given the points provide and Kroesen's work with the facilities subcommittee. He did add that with the appointment it would be the same residents on both the GEARS board and the Elizabethtown Area Community Services Authority. President Hershey added that it will be important that the representatives on both GEARS and Elizabethtown Area Community Services Authority have regular communication with the municipalities. He added that maybe the representatives be different for the two entities.

Borough Manager Denlinger suggested that council go the route of having different representatives for GEARS and Elizabethtown Area Community Services Authority. She added that there is still one more meeting scheduled before the end of the year and an appointment did not need to be made at the meeting.

It was motioned by Ketchum, seconded by Troutman, to table the motion and appointment until a future meeting. Motion passed unanimously.

- c) Third appointment to consider was the appointment of Richard Sheidy to the Elizabethtown Area Water Authority effective January 1, 2021 for a five-year term to expire December 31, 2025. It was motioned by McCloud, seconded by Clark, to appoint Richard Sheidy to the Elizabethtown Area Water Authority effective January 1, 2021 for a five-year term to expire December 31, 2025. Motioned passed unanimously. Councilmember Shaud abstained from the vote given his employment at Elizabethtown Area Water Authority.
- d) Fourth appointment to consider was the appointment of Howard Kroesen to the Greater Elizabethtown Area Recreation & Community Services (GEARS) Board effective January 1, 2021 for a three-year term to expire December 31, 2023. It was motioned by Clark, seconded by Ketchum, to appoint Howard Kroesen to the Greater Elizabethtown Area Recreation & Community Services (GEARS) Board effective January 1, 2021 for a three-year term to expire December 31, 2023. Motioned passed unanimously.

#### Police Department

1. Chief Cunningham stated that during the month of November officers participated in Beards for Brothers, a no-shave campaign, to raise awareness for cancer. Proceeds generated from Beards for Brothers went to two recipients who are currently battling Cancer. The campaign raised \$16,000 this year.

Prior to adjourning the meeting, Mayor Mummert recommended that President Hershey be nominated for the Pa State Association of Borough's Outstanding Council Member of the Year Award based on his hard work and direction for council and the Borough. Councilmember Clark stated that was an excellent recommendation. President Hershey thanked the Mayor and Clark and said that it is a pleasure to serve and stated that he could not do it alone. He then thanked councilmembers for their involvement.

President Hershey asked councilmembers to stay for a few minutes after the meeting to discuss logistics of the Holiday Parade on Saturday, December 5, 2020.

After a motion by Shaud, seconded by Clark, the meeting was adjourned at 7:25 p.m.

Respectfully Submitted,

Rebecca S. Denlinger  
Borough Manager