

ELIZABETHTOWN BOROUGH COUNCIL
REGULAR MEETING
September 20, 2018
Minutes

The regular meeting of Elizabethtown Borough Council was held on Thursday, September 20, 2018 at 7:00 p.m. at the Borough Office. Present were Councilmembers, Bill Troutman, 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, and Chief Cunningham. Absent was Mayor Chuck Mummert.

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

Conditional Use Hearing – 213 N. Market Street

Applicants, Ronald Wenger and Ashton Wenger, were present at the hearing and provided an overview of the application and answered questions from councilmembers. The conditional use application seeks to have residential and commercial on the ground floor and residential on the second floor. The property is currently zoned for commercial occupancy on the ground floor and residential on the second floor. The changes would allow the applicant to rent to a tenant easier and at a more affordable price.

Councilmembers asked questions pertaining to:

- basement, residential and commercial access
 - o It was explained that basement access could be same entrance, could be a double door for separate entrances or could just be accessed from the commercial space. It was also stated that access to the residential space could be separate from 1st floor business.
- renting of the first floor and unit size
 - o The applicants have not tried renting the 1st floor and thought the entire space would be too much space, rent would be high and wouldn't suit with available parking.
- size of the units
 - o Planning and Zoning Director Craddock stated the max occupancy is 2 people.
- uniform construction code requirements for egress from the bedroom
 - o Existing window(s) could be re-opened to provide for egress.
- commercial space and uniform construction code requirements
 - o Planning and Zoning Director Craddock stated that based on uniform construction code it would be advisable to have a restroom available for the commercial space. The applicant responded that they could put in a toilet.
- availability of off-street parking and garage access.
 - o The applicant stated that there are two double stacked spaces or four spaces total and that the driveway is 18' wide and there is no street parking. The applicant also explained that the units could get in and out without the others having to move and they could remove the sidewalk area near the building to make more parking. It was stated that if the commercial space were to use the garage there is walking room but no parking in the garage and would be loaded from the outside. It was also stated by the applicant that the renters would likely be someone that is familiar with the area since it is a busy intersection and there being sight distance issues from the parking area.

There was no public comment during the hearing and council took a recess at 7:18 p.m. to discuss the application and hearing. At 7:28 p.m. the conditional use hearing resumed.

It was motioned by Ketchum, seconded by Troutman, to have a continuation of the hearing. Motion carried unanimously. President Hershey noted to the applicant that council will continue to review the application and that the applicant may be called back to a future meeting to answer additional questions.

The hearing concluded at 7:30 p.m.

Public Comment

1. Stan Daubert, 308 S. Mount Joy Street, noted his interest in Ordinance 987 and asked about agenda item number three under new business. He asked if the pricing of the ADA ramps was a typo, why it was so far out of line and what the overall impact of the price is for the contract.
2. Carol Witmer, 129 N. Maple Street, asked about her request for restricting traffic on Willow Street.
3. Robert Yahara, 207 Masonic Drive, thanked Borough Manager Ryan for her clarification on the 30-pounds and 32-gallon container requirement and then showed an example (using a 3-gallon container) of how the recycling changes will change what can and cannot be recycled.
4. Rob Detz, 624 Mulberry Street, offered a suggestion for residents to consider. The suggestion was to tie a rope to the trash container and the lid so that the lid doesn't blow away.
5. Dale Bashore, 419 Lemon Street, commented on the water that runs down the road and asked if something could be done to create an underdrain system to drain the water so it is not on the road.
6. Dave Helmuth, 20 E. Willow Street, asked if it were possible to have a parking line painted or line moved to allow parking on his block.

Approval of Minutes

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

1. Regular Meeting – August 16, 2018
2. Regional Elected Officials Meeting – August 30, 2018
3. Work Session Meeting – September 6, 2018

Reports

1. The Financial Report was unanimously approved after a motion by Ketchum and second by McCloud.
2. There were no questions on the Code Enforcement report.
3. The Fire Company responded to 80 calls during the month of August, 32 of which were in the Borough, with an average response time of 6 minutes 48 seconds.

4. Northwest EMS responded to 117 Borough calls during the month of August bringing the year-to-date total for Borough calls to 888.

Presentation

1. Executive Director Heather Hohenwarter of the Elizabethtown Area Chamber of Commerce presented an update on Chamber of Commerce activities in 2018 and those to come in 2019.

Old Business

1. It was motioned by Clark, seconded by Troutman, to approve Ordinance No. 987 amending portions of Chapter 20, Solid Waste of the Code of Ordinances. Motion carried unanimously through a roll call vote.

New Business

1. It was motioned by Ketchum, seconded by McCloud, to table the decision on the conditional use application for 213 N. Market Street to a future meeting. Motion carried unanimously.
2. It was motioned by Clark, seconded by McCloud, to approve the request by the Downtown Business Committee of the Elizabethtown Area Chamber of Commerce to cover downtown parking meters for the holiday season from December 9, 2018 to January 1, 2019. Motion carried unanimously.
3. It was motioned by Clark, seconded by Troutman, to approve the low bid for the 2018 General Concrete Work from The Vanic Company, Inc. of Hellertown, PA for the following amounts:
 - o Curb \$95 per Linear Foot
 - o Sidewalk \$160 per Square Yard
 - o ADA Ramps \$1,350 per Square Yard
 - o Misc. \$740 per Cubic Yard

Motion carried unanimously.

It was noted by Borough Manager Roni Ryan that the ADA ramp amount was not a typo and that at the time no ADA Ramps are anticipate. The work that will be completed will be what is needed for curb and sidewalks and that any other work will be rebid next year.

4. It was motioned by Ketchum, seconded by Shaud, to approve the sale of the 2008 Sterling L8500 dump truck to Danny Ferretti of Hackensack, NJ in the amount of \$50,095.00. Motion carried unanimously.
5. It was motioned by McCloud, seconded by Troutman, to approve the sale of the 2006 Ford Crown Victoria Interceptor to Rostislav Kaminsky of Philadelphia, PA in the amount of \$430.00. Motion carried unanimously.
6. It was motioned by Ketchum, seconded by Troutman, to approve the sale of the used 6 Volt Incandescent Barricade Lights to Paul Morrison of New Galilee, PA in the amount of \$72.00. Motion carried unanimously.
7. Borough Manager Roni Ryan provided an overview of the Pension Minimum Municipal Obligation (MMO) Report. The amounts referenced in the report are the actuarial estimates as September. The amounts will be incorporated into the proposed 2019 budget.

8. It was motioned by Ketchum, seconded by Troutman, to proceed with the bond process for the \$2.8 million. Motion carried unanimously.

Borough Manager Roni Ryan outlined the Public Works Garage financing which would be \$2.8 million and the annual debt service being split between the general fund and sewer fund.

9. It was motioned by Clark, seconded by Ketchum to approve Resolution 2018-12 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.

Bills Payable

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

General Fund	\$391,924.07
Sewer Fund	\$109,829.81
Construction Projects Fund	\$13,460.05
Train Station Fund	\$1,753.58
General Vehicle Sinking Fund	\$19,318.58
Subdivision Escrow Fund	\$1,517.50
Parks Fund	\$556.66

Motion carried unanimously.

Adjourn

Following a motion by Shaud, second by Ketchum, the meeting unanimously adjourned at 8:31 p.m.

Respectfully Submitted,

Roni Ryan
Borough Manager