

ELIZABETHTOWN BOROUGH COUNCIL
REGULAR MEETING
June 18, 2015
Minutes

The regular meeting of Elizabethtown Borough Council was held on Thursday, June 18, 2015 at 7:00 p.m. at the Borough Office. Present were Councilmembers Phil Clark, J. Marc Hershey, Jeff McCloud, Tom Shaud, and J. Neil Ketchum, Jr. Dr. C. Dale Treese was absent. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Cindy Foster, Planning and Zoning Director Rodney Horton, Police Chief Jack Mentzer and Mayor Chuck Mummert.

Ketchum began the meeting by reporting that Council met in Executive Session on Tuesday, June 16, 2015 to discuss a Police Department personnel matter.

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

- Regular Meeting—May 21, 2015
- Work Session Meeting—June 4, 2015

Public Comment—None

Reports

1. The Financial Report was unanimously approved after a motion by Hershey, second by McCloud.
2. The Code Enforcement Report was provided as an informational item.
3. The Fire Company responded to 60 calls during the month of May, 20 of which were in the Borough, with an average response time of 5 minutes 25 seconds.
4. Northwest EMS responded to 100 calls in the Borough during the month of May bringing the year-to-date total for Borough calls to 553.

Old Business

1. Motion by Clark, second by Shaud, to approve a \$2,000 funding request from the Elizabethtown Public Library for start-up costs to designate the Library as a 3M Cogent Fingerprinting location.

Deb Drury, Executive Director of the Library, reported that a favorable response from Mount Joy and West Donegal Townships was received to a similar request, and that with each municipality contributing \$2,000 start-up and networking needs will be covered. She noted that the recent changes to the law are at the state level, but the fingerprinting program will not be affected as it is a federal mandate from the FBI. Mike Hench, an employee at the Elizabethtown Area School District, noted that while the District decided not to participate in this effort as these services are available through IU-13, he expects many employees to seek the services at the library as a convenient alternative. Drury noted that while an influx of people is expected, manpower will not be an issue.

After the question was called the motion carried unanimously.

2. Motion by McCloud, second by Clark, to adopt Ordinance No. 969 prohibiting the use of engine brake retarders on certain sections of State Routes 230, 241, 743, and SR4008. After a roll call vote the motion carried unanimously.

New Business

1. Motion by Shaud, second by Hershey, to grant conditional approval of the Conoy Crossing Final Land Development Plan Phase 2B and accompanying waiver as outlined below. It was noted that the Planning Commission recommended conditional approval of the plan and accompanying waiver.

Waiver:

- a. Section 805.F – Minimum number of lots per phase
The applicant is requesting relief from the requirement that each Final Phase of a development include a minimum of 25% of the total number of lots identified on the Preliminary Plan.

Conditions:

- a. The applicant address all the review comments of Hanover Engineering dated June 11, 2015.
- b. The applicant provide a legal description for Lot 145B, as enlarged by the Phase 2B Plan, so that there will be a single legal description for Lot 145B when it is time to convey Lot 145B to the Conoy Crossing Phase 2A & 2B Homeowners Association, Inc.
- c. The applicant provide a Stormwater Management Agreement and Declaration of Easement for the Phase 2B Plan with the Association a party to the Stormwater Management Agreement and joinders by all mortgage holders.
- d. The Stormwater Management Plan expressly require that the Association maintain the infiltration trenches located on individual lots. The Stormwater Management Agreement must contain the operation and maintenance procedure for the stone infiltration trenches located on Sheet 11 of the Phase 2B Plan which is not a plan sheet designated to be recorded.
- e. The applicant provide a snow stockpile easement agreement that includes a plan and legal description of the snow easement.
- f. The applicant provide a Land Development Agreement for the Phase 2B Plan.
- g. The applicant provide evidence that the Elizabethtown Area Water Authority will furnish public water service and has accepted financial security for the extension of the water system.

After the question was called the motion carried unanimously.

2. Motion by McCloud, second by Hershey, to authorize the Borough Manager to enter into a Memorandum of Understanding with the Lancaster County Redevelopment Authority relative to 616 South Market Street. Motion carried unanimously.
3. Crossing Guard Services Update. Mentzer reported that the Borough and the School District are undertaking a joint research effort for crossing guard services in an effort to maintain the current quality of service, find administrative efficiencies, and insulate ourselves from liability. One option under consideration is All City Management Services. Mentzer will report back at a future meeting with a progress update. It is hoped that a crossing guard service could be in place by the beginning of the 2015-2016 school year.
4. Motion by Hershey, second by McCloud, to approve Change Order #12 dated June 1, 2015 in the amount of \$81,897.02 for the Elizabethtown Pedestrian/Bicycle Pathway Project. Motion carried unanimously.
5. Motion by Hershey, second by McCloud, to approve the following Requisitions for the Elizabethtown Pedestrian/Bicycle Pathway Project payable to Horst Excavating:
 - a. Requisition #18 dated June 1, 2015, in the amount of \$32,066.72
 - b. Requisition #19 dated June 3, 2015, in the amount of \$12,146.02Motion carried unanimously.

Bills Payable

Motion by McCloud, second by Hershey, to pay the bills as presented:

General Fund.....	\$201,677.59
Sewer Fund	\$76,844.85
Capital Reserve Fund	\$65,121.71
Subdivision Escrow Fund	\$1,230.63
Parks Fund	\$2,898.39

Motion carried unanimously.

Following a motion by Clark, second by Shaud, the meeting unanimously adjourned at 7:29 p.m. upon which time Council entered Executive Session to discuss a real estate matter and a personnel matter related to the Elizabethtown Police Department.