

MINUTES  
ELIZABETHTOWN BOROUGH  
PLANNING COMMISSION

November 14, 2023

The Elizabethtown Borough Planning Commission held its monthly meeting on Tuesday, November 14, 2023, at 6:30 p.m. at the Elizabethtown Borough Office. The Commissioners present were Chair Dr. Kyle Kopko, Vice Chair Jenni Woodworth, Derrick McDonald, Tyler Hoover and Danielle Derolf. Assistant Borough Manager Pamela Roberts, was also present.

**Public Comment:**

There was no public comment to be heard.

**Meeting Minutes:**

The minutes of the Planning Commission meeting held on September 12, 2023 were unanimously approved after a revision suggested by Vice Chair Woodworth. Vice Chair Woodworth stated that she would like to revise the minutes to include the Railroad Ridge neighbors' statements about using trees as a buffer between their properties and the proposed project.

**PENNVEST Applications – The Hickory Lane Stream Bank Restoration Project and The Radio Road Interceptor Project:**

Roberts briefly explained two large projects that are planned for construction in 2024, the Hickory Lane Streambank Restoration Project and the Radio Road Interceptor Project. Both projects are quite large and cost a significant amount of money. Roberts stated that staff has been aggressive when seeking funding and is waiting to hear if any grant application have been successful. In addition to grant funding, the Borough has been looking at other alternative methods for funding the projects, which includes a low interest loan through PENNVEST. Borough staff is asking the Planning Commission for letters of recommendation for the two projects, which will be part of the applications submitted for review by PENNVEST.

Action: Motion by Kopko, seconded by Woodworth to authorize signature of a letter of recommendation for the PENNVEST application for the Hickory Lane Stream Bank Restoration Project. Motion passed 4-0 with McDonald abstaining. Motion by Kopko, seconded by Woodworth to authorize signature of a letter of recommendation for the PENNVEST application for the Radio Road Interceptor Project. Motion passed unanimously.

**Other Business:**

None.

**Adjournment:**

The Planning Commission adjourned at 6:41 p.m. unanimously approved on a motion offered by Woodworth, seconded by McDonald.

Respectfully Submitted,

Pamela Roberts  
Assistant Borough Manager