

**ELIZABETHTOWN BOROUGH COUNCIL**  
**REGULAR MEETING**  
**November 17, 2016**  
**Minutes**

The regular meeting of Elizabethtown Borough Council was held on Thursday, November 17, 2016 at 8:30 p.m. at the Borough Office. Present were Councilmembers Phil Clark, J. Neil Ketchum, Jr., Jeff McCloud, Tom Shaud, Dr. C. Dale Treese and J. Marc Hershey. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Cindy Foster, Public Works Director Wayne Devan, Planning & Zoning Director Rodney Horton, and Police Chief Jack Mentzer. Mayor Chuck Mummert was absent.

Hershey began the meeting by reporting that Council met in executive session immediately prior to tonight's meeting to discuss a personnel matter.

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

1. Regular Meeting—October 20, 2016
2. Work Session Meeting—November 3, 2016

**Public Comment**

1. **Richard P. Sheidy, 350 Lemon Street**, made the following remarks:
  - a. A notice should be posted on the door in the future should there be a change in the meeting time as several people showed up at 7:00 p.m. who were not aware that the meeting had been delayed. Ryan apologized and promised that signs would be posted on the door as well as on the bulletin board in the lobby in the future.
  - b. One of Sheidy's neighbors who here at 7:00 p.m. asked that his comments in support of opening Carey Lane and/or building a bridge across the creek at South Mount Joy Street to alleviate traffic congestion be shared.

**Reports**

1. The Financial Report was unanimously approved after a motion by Clark, second by McCloud.
2. The Code Enforcement Report was provided as an informational item.
3. The Fire Company responded to 61 calls during the month of October, 31 of which were in the Borough, with an average response time of 5 minutes 6 seconds.
4. Northwest EMS responded to a total of 141 calls in the Borough during the month of September bringing the year-to-date total for Borough calls to 1,022.
5. Police Department Report—Mentzer reported on the following:
  - a. As a follow up to a recent town hall meeting hosted by Communities that Care (CTC) relative to heroin abuse, a meeting was held between the local police agencies and CTC. This subsequent meeting resulted in a standardized crime tip reporting form to be utilized by these entities designed to increase collaboration among municipalities, police departments, support organizations and the community.
  - b. District Attorney Craig Steadman and a member of his staff will be attending the December work session meeting to provide an overview and to discuss the benefits of participating in the County Drug Task Force.

**Old Business**

1. Motion by Clark, second by Ketchum, to approve an update to the School Resource Officer (SRO) Memorandum of Understanding. It was noted that the new agreement provides for the SRO to be active at all school district campuses and extends the terms until 2020. Motion carried unanimously with the exception of McCloud who abstained.

2. Motion by McCloud, second by Shaud, to authorize advertisement of an ordinance amending portions of Chapter 5, Code Enforcement, Part 1, Existing Structures and Property Maintenance Code (ESPMC) relative to swimming pool maintenance. Motion carried unanimously.
3. Motion by Ketchum, second by McCloud, to adopt Ordinance No. 978 amending portions of Chapter 15, Motor Vehicles and Traffic, Part 2, Traffic Regulation and Part 4, General Parking Regulations, of the Code of Ordinances of the Borough of Elizabethtown. After a roll call vote the motion carried unanimously.
4. Public Hearing on Proposed 2017 Budget for All Funds & Accounts—Ryan presented the Proposed 2017 Budget touching on the Liquid Fuels Fund and paving operations, Northwest EMS’ request for additional funding and donation of a Borough vehicle scheduled for replacement next year, the Radio Road interceptor project, and General Fund beginning balances. Ryan reported that the document has been advertised and is available for public inspection at the Borough Office. She noted that no changes may be made during the review period and then provided an overview of the timeline for adoption.
  - a. Motion by Treese, second by McCloud, to adopt the Proposed 2017 Budget as the official draft for review and comment. Motion carried unanimously.
  - b. Motion by Treese, second by McCloud, to authorize advertisement of an ordinance establishing the maximum tax millage rate for 2017 at 5.8 mills. Motion carried unanimously.

**New Business**

1. Motion by McCloud, second by Ketchum, to approve Requisition #003 dated November 9, 2016 in the amount of \$18,755.22 payable to Jay Fulkroad & Sons, Inc. for the Elizabethtown Pedestrian & Bicycle Pathway Phases III-IV Project. Motion carried unanimously.

**Bills Payable**

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

General Fund.....	\$163,865.30
Sewer Fund .....	\$98,368.63
Capital Reserve Fund.....	\$29,048.36
Subdivision Escrow Fund .....	\$293.76
Parks Fund .....	\$62,697.01

Motion carried unanimously.

Following a motion by Shaud, second by McCloud, the meeting unanimously adjourned at 9:21 p.m. upon which time Council entered executive session to continue discussions relative to a personnel matter.