



### Ann Roda - Assistant Borough Manager



We welcome Ann Roda, Assistant Borough Manager. Ann assists with managing the day-to-day operations of the Borough and administering special projects. Ann works with all departments of the Borough and oversees the Borough's insurance programs, procurement contracts, public outreach, and records retention. Prior to joining Elizabethtown Borough's staff, Ann worked for Pennsylvania's Department of Environmental Protection (DEP) evaluating statewide program implementation and supervising special projects. Ann has a Master of Public Administration focused on Urban and Regional Affairs from the University of Pittsburgh and a Bachelor of Science with a concentration in Environmental Business Administration from Saint Vincent College. Ann resides in Elizabethtown Borough with her husband and three daughters.

### Pamela Craddock - Planning and Zoning Director

Pamela Craddock began her work with Elizabethtown Borough as Planning & Zoning Director the beginning of September 2017. Pam works with the Borough's Planning Commission and Zoning Hearing Board, facilitates the review of land development plans and the development of special projects. Pam oversees the department that issues zoning & building permits and the residential rental unit licensing program and works closely with our Code Enforcement Officials. Pam joins our staff with municipal planning & zoning experience, and she is Building Code Official certified. Pam has her BA in Geography and her Master's in Public Administration with a certificate in Urban Planning from West Chester University. Pam has worked extensively with Geographic Information Systems (GIS) creating maps for emergency responders and other municipal functions. Pam is a native of Elizabethtown and enjoys traveling, hiking with her dog, gardening, and spending time with family and friends.



### Share the Road

Bicycle friendly designs to assist with healthy, fun and safe riding in Elizabethtown have been installed through funding by PennDot and a federal Smart Growth Transportation grant. In Pennsylvania, bicycles are vehicles. Drivers of motor vehicles and bicyclists are encouraged to obey traffic rules, stay alert, be positive and share the road.



## Police Department Updates



Lieutenant John R. Emrick, Jr. joined the Elizabethtown Police Department on September 9, 1991. Prior to joining the Elizabethtown force he was a police officer in Hummelstown. On April 20, 2006 he was appointed to the position of Detective. On September 17, 2012 he was promoted to the rank of Lieutenant.

He retired on September 11, 2017, with over 26 years of service to the Elizabethtown community.

During his career, Lieutenant Emrick served as a firearms instructor and range officer. He also instructed the department in use-of-force and Firearms Training Simulator (FATS). He has been instrumental in evolving and improving the department's firearms training program. During his career Lieutenant Emrick also served as an accident investigation reconstructionist and served on the County Crash Team, assisting in investigating the most serious of vehicle accidents. His past duties also included the training of the school crossing guards and he assisted the school district's driver's education department in various safety programs and training sessions. Lieutenant Emrick coordinated our college internship and high school shadow student programs. These programs directly advanced the idea of law enforcement careers to those who participated. Additionally, the quality of these programs reflected positively on the reputation of the police department.

Lieutenant Emrick has earned numerous awards during his twenty-six years as an Elizabethtown police officer; those include, four Commendations of Merit, eleven Distinguished Unit Citations, two Letters of Commendation, the Marksmanship award, Advanced Accident Investigation award and thirteen other recognitions for outstanding service he provided to the community.

## Door-to-Door Sales

A permit is required, with a few exceptions, for door-to-door sales in the Borough. Residents can visit the Police Department page on the Borough's website for a list of solicitors permits granted including individuals names, photo, and business contact information for vendors that may appear at your door. [www.etownonline.com](http://www.etownonline.com) On the homepage, click on Departments > Elizabethtown Police Department > Solicitors Permits Granted from the page side menu.

## Promotions and Appointments



Lieutenant Shane Deardorff

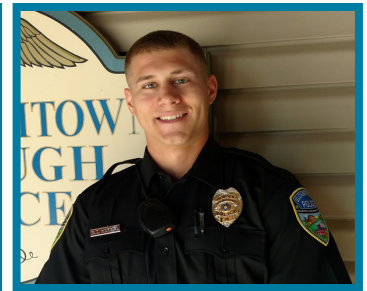


Detective Dustin Ryan

## New Officers



S. Evan Bigler



E. Daniel Wengiel

To see the complete bios of our Police Department, visit our website at [www.etownonline.com](http://www.etownonline.com)(Departments>Police>News)

## Prescription Drug Take Back Program

The Elizabethtown Police Department collects unwanted pharmaceuticals (prescription medications) throughout the year at the police station during normal business hours, Monday-Friday, 7:30am- 4:00pm.

**The Police Department will now accept pills, gel tabs, liquid prescription, inhalers, medical patches and syringes.**

Prescription drugs need to be disposed of properly. Flushing unused medications or throwing them into the trash can have adverse effects on the environment. Aside from possibly damaging the treatment facilities, sewer treatment plants are not able



to remove all the chemicals, and therefore drugs may make it into our waterways which enter streams, rivers, wildlife and plant life.



# 2017 RECYCLING SCHEDULE

## Curbside Trash & Recycling

Residents may put out one 32-gallon container weighing less than 30 lbs. per week on their designated collection day, one large item that does not fit into a 32-gallon container, and commingled recycling. Cardboard is also accepted at the curb and will be picked up on your regular trash day (Tuesday, Wednesday, or Thursday) so long as it is flattened and easy for the loaders to handle. If flattened cardboard will not fit in your recycling container, it may be bundled and placed at the curb beside your recycling container. Shredded paper is no longer accepted as a recycling material and must be disposed of with regular trash. Also please be aware that recyclable items placed in plastic bags will not be collected.

Recycling bins are no longer available at the Borough Office, but you can stop by weekdays between 7:30 a.m. and 4:00 p.m. to pick up free 8" recycling symbol stickers. You can continue to use your green bin, or use any plastic container, such as a full-sized trash can with a lid.

Additional tags for trash collection beyond your one container limit may be purchased for \$2 each at the Borough Office and local stores. When using an extra container, affix the tag to the top item inside the container or to the outside of the extra bag.

## 2017 Holiday Trash Delays

If a holiday should fall on your regular collection day (Tuesday, Wednesday, or Thursday), pickup will be moved to Friday of that week. Collection for the day falling on the holiday is the only day that will be affected—no other change in collection that week will occur. This year holiday trash delays will occur on the following dates:

- November 23rd (Thanksgiving) will be collected on Friday, November 24th

## Yard Waste Collection

Yard waste (soft and woody) is collected every other week on the same day as regular trash and recycling pick-up. Soft and woody yard waste can be combined and placed in a container/can of your choice. As with recycling stickers, free yard waste stickers are available at the Borough Office between 7:30 a.m. and 4:00 p.m. Branches not placed in a can or other non-disposable container should be tied with string in bundles up to 20 inches in diameter and less than 4' in length and set at the curb. Please keep in mind that containers should weigh no more than 30 lbs. Kraft leaf bags are designated for collection of leaves only (see schedule below), not for soft or woody yard waste.

### Upcoming Yard Waste Collection Days

- October 10, 11, 12, 24, 25, 26
- November 7, 8, 9, 21, 22, 23 (Thursday Collection moved to Friday)
- December 5, 6, 7, 19, 20, 21
- January 2, 3, 4, 16, 17, 18, 30, 31
- February 1, 13, 14, 15, 27, 28
- March 1, 13, 14, 15, 27, 28, 29

## Christmas Tree Collection

Once all bags, tinsel and decorations are removed, residents may put Christmas trees at the curb at their convenience for pick up on any of the regular yard waste collection dates on their trash collection day.

## Leaf Collections – {Leaves Only}

Curbside collection of leaves placed in biodegradable Kraft leaf bags (available free to residents) occurs on the same day as regular trash collection on the following dates:

- October 31
- November 1, 2, 14, 15, 16, 28, 29, 30
- December 12, 13, 14

Please note these are leaf collections days only, not yard waste collection dates. Roll the top of the Kraft bag closed, but please refrain from using tape to seal the bags.

## Kraft Leaf Bag Distribution

Each year the Borough purchases 46,000 biodegradable Kraft leaf bags through a joint purchasing arrangement with the Lancaster County Solid Waste Management Authority for approximately \$0.28 each. While supplies last, Kraft leaf bags are provided free of charge to Borough residents for leaf collections. Residents are urged to take only the number of bags they expect to need for their individual property; there is a 25-bag limit each time you pick up bags. Please do not use Kraft bags for soft and woody yard waste collections. Kraft leaf bags are available at the Scout House in Community Park on Verdant Alley on the following dates:

### WEDNESDAYS, 7:00 a.m. to 6:00 p.m.

- October 18, 25
- November 1, 8, 15, 29
- December 6

### SATURDAYS, 8:00 a.m. to 10:00 a.m.

- October 21, 28
- November 4, 11, 18
- December 2

## White Goods & Tires

Curbside Collection November 4th. Extra Service Tag is required for each item—\$15 for white good/appliance and \$3 per tire. Tags sold only at the Borough Office -Monday through Friday, 7:30 a.m. - 4:00 pm.





## Northwest EMS



Emergency medical care is just minutes away for Elizabethtown Borough residents. Northwest EMS ambulances respond to more than 1,000 emergencies in the borough each year from its station on West Bainbridge Street.

Operating funds for the NWEMS rely on the annual subscription drive, which begins in November. With a subscription to Northwest EMS will waive the balance of a bill after the insurance reimbursement is received. Subscription fees are tax-deductible.

If you have not received a subscription form by December 15, please call 361-8220, ext. 4, and ask for one.

## ECHOS and Winter Shelter

**ECHOS**, a not-for-profit local program, assists individuals and families who are experiencing homelessness or at-risk of becoming homeless or in need of assistance in the greater Elizabethtown area. ECHOS provides information & referral for service connection, case management and advocacy, housing related services, and emergency winter shelter.

**Contact information: 17 S. Market Street, Suite #101, Elizabethtown; telephone: 717-361-0740 or 717-361-1307; info@ECHOSLancaster.org; facebook.com/ECHOSLancaster**

**Elizabethtown Winter Shelter**, a community program, provides a warm, safe, dry overnight shelter for individuals and families who are experiencing homelessness. The Shelter is run by community and church volunteers and hosted at St. Paul's United Methodist Church at 398 N. Locust Street, Elizabethtown from December 2017 through March 2018. Volunteer trainings begin in October 2017. For more information, contact **Joanna Katherman, Winter Shelter Coordinator, at 717-690-9260 or www.EtownWinterShelter@gmail.com**

## Chamber of Commerce



Elizabethtown Area Chamber of Commerce Executive Director Heather Hohenwarter invites you to stop in the office at their new location at 3 North Market Street, Center Square. Office hours are Monday - Thursday 11am-4pm or by appointment. **717-361-7178 or www.elizabethtowncoc.com**

## Community Cupboard of Elizabethtown

The Cupboard is a local food pantry. Qualified residents living in Elizabethtown, Bainbridge and Rheems may shop free of charge once a month by appointment. Income eligibility requirements of the PA Dept. of Agriculture are followed. Office hours are: Wednesdays & Saturdays 11-3pm by appointment only. Contact: **206 S. Market St.(Rear) Elizabethtown, PA 17022 717-361-8149 www.EtownCupboard@gmail.com**



**717-367-0355**

### Programs & Services Available

- Recreation
- Child Care
- Senior Center
- Community Center

**GetintoGEARS.org**



**Saturday, Dec 4  
4 pm**

### 2-Person Scramble

**Golf Tournament**

**Friday, Oct 6  
8 am**

**Dauphin Highlands  
Golf Course**



**Saturday, October 28  
10 am-2 pm  
E-town Fairgrounds**

### Senior Center

**Gift Basket Bingo**

**Saturday, September 9  
2 pm**

### Fall Bazaar & Pancake Breakfast

**Saturday, Nov 11**

**7 am-1 pm**

**GEARS Community Center**



### Kids Center

**For ages 3-12**

- Preschool
  - Kindergarten
  - Summer Camp
  - Before & After School
- 717-367-0119**



## EGGSTRAVAGANZA

**Save the Date !**

**Saturday, March 31, 2018 @ 10 am  
E-town Community Park**



**Call or go  
online for  
details**

## MS4 Update

Lawn clippings contain phosphorus which is one of the leading causes of poor water quality in our streams and ponds. Grass clippings that end up in waterways contribute to the growth of algae and aquatic weeds. The result of pollutants can be observed as thick green residue on the surface of ponds and streams. Do not discard grass clippings in any waterway or along any stream bank. Also, do not blow or sweep grass clippings into the street because clippings will enter drains which empty directly into waterways. This small step can greatly improve water quality.



## Sidewalk Requirements

The Existing Structures & Property Maintenance Code establishes minimum standards for all structures within the Borough in order to protect the public health, safety and welfare of the general public. Sidewalks are considered public areas that must be kept in a proper state of repair, free from snow, ice, mud, overhanging trees and shrubs, and other debris. Any trees adjacent to a public sidewalk must maintain a clearance of 10 feet above the sidewalk. Please be advised, public sidewalks must be cleared within 12 hours following the cessation of any falling snow, sleet or freezing rain. We all have a part in ensuring travel is reasonably safe for the public. If you have questions or concerns, please contact the zoning/codes department at 717-367-1700 or [boro@etownonline.com](mailto:boro@etownonline.com)



## Sewer/Trash Billing Due Dates

Sewer	Trash	Due
<b>1st Q</b> Jan - March		<b>May 1st</b>
<b>2nd Q</b> April - June	<b>2nd Half</b> July- Dec	<b>Aug 1st</b>
<b>3rd Q</b> July- Sept.		<b>Nov 1st</b>
<b>4th Q</b> Oct- Dec	<b>1st Half</b> Jan- June	<b>Feb 1st</b>

## WWTP - Inflow

What is Inflow in the sewage collection system? Inflow is water entering the sanitary sewer through illegal connections. Such as sump pumps, roof, cellar and yard drains. Inflow is a problem because this flow goes directly into the sanitary sewer and to the treatment plant. During major rain events, inflow can cause sewer lines to surcharge (flow at or above the capacity of the sewer lines) and potentially cause backups in the collection system. Please check your downspouts and sump pump connections. Help out by removing any illegal connections from the sewage collection system. Doing this will benefit you, your neighbors and the Wastewater Treatment Plant.



## Borough Office will be closed on the following Holidays:

November 23 & 24  
December 25  
January 1 & 15  
February 19

## Daylight Savings Time

November 5, 2017  
Turn back the clocks 1 hour





Elizabethtown Borough Bulletin  
600 South Hanover Street  
Elizabethtown, PA 17022  
(717) 367-1700  
[www.ETownOnline.com](http://www.ETownOnline.com)

Published Biannually by Elizabethtown Borough  
Printed on Recycled Paper  
Should not be duplicated without permission.  
Editor: Roni Ryan  
Graphic Designer: Kris Strayer  
[www.ETownOnline.com](http://www.ETownOnline.com)

Presorted Standard  
U.S. Postage  
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Elizabethtown, PA  
Permit No. 7

## Winter Weather Advisory

The Borough's public works crews perform snow removal and de-icing operations whenever road conditions call for these services. Please remember that snow removal operations are being performed under emergency conditions. Here are a few tips that may help you avoid shoveling headaches....

- If possible, wait to shovel the last six (6) feet of your driveway until we have completed curb to curb plowing on your street.
- If at all possible, please park all vehicles in driveways and off the street so our crews can plow back to the curb.
- Vehicles parked in any lot owned, operated or managed by the Borough, or on any Borough street for a continuous period of time greater than 72 hours is prohibited.
- Cul-de-sacs are particularly difficult to plow. Borough crews will place the snow accumulation in the most practical area.

Above all, please be patient and allow our employees time to do their jobs when plowing streets. Safe streets are a primary concern for the Borough during the winter months. Thank you for your patience and cooperation.

## Snow Emergency Routes

According to Borough ordinance, after any snow emergency is declared and at any time during the continuance of the emergency, it shall be unlawful for anyone to drive a vehicle (unless it is equipped with snow tires or chains) or park a vehicle on a snow emergency route. These restrictions assist Borough crews and emergency personnel in combating the hazards of snow and ice and facilitate the movement of traffic on the snow emergency routes.

The following streets are designated as snow emergency routes in Elizabethtown Borough:

- High Street - the entire length
- Market Street - the entire length
- College Avenue - Market Street to Spruce Street
- Spruce Street - College Avenue to Willow Street
- Willow Street - Spruce Street to Market Street

If a snow emergency for Elizabethtown Borough is declared, information on its implementation and duration will be announced through local media outlets, with a SWIFT911 call, and postings on the Borough's website and Facebook page.

Visit our website [www.ETownOnline.com](http://www.ETownOnline.com) (Under Departments>Streets for Winter Weather Advisory and Snow Emergency Routes) and follow us on Facebook, Twitter & Instagram for the latest up-to-date information for Borough residents.