

ELIZABETHTOWN BOROUGH COUNCIL
PUBLIC MEETING
March 16, 2023
Minutes

A public meeting of Elizabethtown Borough Council was held on Thursday, March 16, 2023. Present were Councilmembers Lanty Moss, Tom Shaud, J. Marc Hershey, Phil Clark, Jeff McCloud and Jay Hynicker and Mayor Chuck Mummert. Also in attendance were Borough Manager Rebecca Denlinger, Assistant Borough Manager Ann Roda, Public Works Director Jeff Kinsey, Planning and Zoning Director Pam Roberts, and Elizabethtown Police Department Chief Cunningham.

President Hershey called the Public Meeting to order at 7:00 PM.

Public Comment

There was no public comment.

Presentation

Mayor Mummert conducted a swearing in ceremony for K-9 Nala. Mummert explained that EPD was among a select few departments in Lancaster County to receive a donation of a Police Trauma Dog. Chief Cunningham added that K-9 Nala will support the mental health of EPD officers, support community outreach efforts and interact with victims of violence or other trauma.

Approval of Meeting Minutes

After a motion by Vice President Clark, second by Councilperson Hynicker, Borough Council voted unanimously to approve the Public Meeting minutes for March 2, 2023.

Reports

1. Borough Council unanimously approved the Financial Report and PLIGT Report as submitted after a motion by Councilperson McCloud and second by Vice President Clark.
2. There were no questions on the February 2023 Elizabethtown Police Department report. Chief Cunningham then reviewed the 2022 Annual Report.
3. There were no questions on the February 2023 Code Enforcement Report.
4. The Fire Company responded to 61 calls during the month of February 2023, 27 of which were in the Borough.
5. Northwest EMS responded to 693 calls during the month of February 2023, of which 156 were within the Borough which is 22.5% of calls. Year to date Northwest EMS has

responded to 1,495 calls with 21.27% were in the Borough.

6. There were no questions on the February 2023 EAWA reports.
7. There were no questions on the GEARS report for January 2023. Councilperson Hynicker noted that at the upcoming meeting in March improvements to the Poplar Street building will be presented.
8. President Hershey stated that the minutes for the recent MESA meeting will be available at the meeting in March.

Old Business

1. Vice President Clark motioned to approve the advertisement of Ordinance 1009 to amend portions of Chapter 22, Subdivision and Land Development Plan, and Chapter 27, Zoning, of the code of ordinances. A public hearing will be advertised for April 6, 2023, with action on the amendment happening at that meeting. Councilperson Shaud seconded the motion. The motion was unanimously approved.
2. Councilperson McCloud motioned to approve the following modification requests: waiver of Chapter 17, Section 503.2.L(2) - Existing Features, deferral of Chapter 21, Section 503.14.A - Right-of-Way and Cartway Widths, waiver of Chapter 22, Section 303 - Submission of Preliminary Plan, waiver of Chapter 22, Section 403.A(1) - Plan Scale, waiver of Chapter 22, Section 403.D(3) - Existing Features, deferral of Chapter 22, Section 606.1.A - Right-of-Way and Cartway Widths, deferral of Chapter 22, Section 607 - Sidewalks, and deferral of Chapter 22, Section 611.4 - Street Trees. Councilperson Hynicker seconded the motion. Borough Council unanimously approved the waiver requests for the DDMP Subdivision and Land Development Plan.

Vice President Clark then motioned to conditionally approve the DDMP Subdivision and Land Development Plan based on addressing the comments from the Lancaster Civil review letter dated March 13, 2023, the Morgan, Hallgren, Crosswell, and Kane letter dated December 29, 2022, and the HRG review letter dated January 30, 2023. Councilperson Hynicker seconded the motion. Borough Council unanimously conditionally approved the DDMP Subdivision and Land Development Plan.

3. Assistant Borough Manager Roda presented a markup of the final design of Community Park and asked for feedback on the poured in place surface. Borough Council discussed the color of the poured in place surface and decided on a darker blue for the playground at Community Park. Roda added that equipment is on schedule for delivery in the coming weeks and staff met with the contractor on site to discuss the schedule for installation. A timeframe will be defined for remaining picket pickup. This pickup will involve residents calling into the Borough Office, a Public Works staff member collecting the specified picket(s) and the picket owner picking up from the Borough Office. The pickup will be made available for a short period of time this Spring.

4. Councilperson Shaud motioned to authorize the Borough Manager to enter into a Cooperation Agreement with Elizabethtown College for their Creating Space for the PA Program and Health Related Majors Project, contingent upon Solicitor review and approval. Councilperson Hynicker seconded the motion. Borough Council unanimously approved the motion to authorize the Borough Manager to enter into a Cooperation Agreement with Elizabethtown College for their Creating Space for the PA Program and Health Related Majors Project.
5. Borough Manager Denlinger provided an update on Land Bank Program. Staff is working with the Lancaster Redevelopment Authority to finalize an Intergovernmental Agreement and Ordinance to formally become a partner in the Land Bank Program. The documents will be reviewed by the Solicitor before coming to Borough Council for consideration. Staff is also in communication with the County and School District - and remain optimistic that the School Board will take up the matter at one of their upcoming meetings.

New Business

1. Councilperson McCloud motioned to approve the release the full amount of the Letter of Credit for the 18-month Maintenance Guarantee of Masonic Drive within Conoy Crossing Phase III. Councilperson Shaud seconded the motion. Borough Council unanimously approved the release the full amount of the Letter of Credit for the 18-month Maintenance Guarantee of Masonic Drive within Conoy Crossing Phase III.
2. Planning and Zoning Director Roberts presented draft Ordinance 1008 to amend portions of Chapter 15, Motor Vehicles and Traffic of the Code of Ordinances, to impose weight limits on a certain bridge. President Hershey asked for staff if another vehicle type needed to be added to the limitation, in particular a combination vehicle. Public Works Director Kinsey replied that he will following up with the engineers on the additional limitation.
3. Vice President Clark motioned to approve the 180-day time extension request for the Burkholder Builder Maize Circle Land Development Plan for a new deadline of October 7, 2023. Councilperson Hynicker seconded the motion. Borough Council unanimously approved the 180-day time extension request for the Burkholder Builder Maize Circle Land Development Plan.
4. A funding application to the National Fish and Wildlife Foundation for a Small Watershed Grant was noted to Borough Council for Hickory Lane Stream and Floodplain Restoration Project. It was explained that staff will advance this application with the hope of reducing the Borough's cost of the overall project. Related to the Hickory Lane Stream and Floodplain Restoration Project staff noted that an Open House meeting will be held on Thursday March 23rd with the property owners of parcels abutting the project area to answer questions and share project information.
5. Borough Manager Denlinger stated that over the next six weeks several Request for Proposals (RFPs) will be issued for certain Borough Contracts. These contracts include: IT Services; Audit Services (with Elizabethtown Development Authority); Community Park

Master Site Development Plan; and, Downtown Plan. The RFPs will be posted to the website and the process to award any contracts will be discussed by Borough Council at future public meetings.

Bills Payable

Upon motion by Councilperson McCloud and second by Councilperson Hynicker, Borough Council voted unanimously to approve the list of monthly bills as presented:

General Fund	\$279,353.92
Sewer Fund	\$105,255.24
Capital Reserve Fund	\$14,988.92
Sewer Capital Projects Fund	\$44,896.46
General Vehicle Sinking Fund	\$29,800.00
Subdivision Escrow Fund	\$1,293.25
Parks Fund	\$27,199.15

Mayors Remarks

- Mayor Mummert stated a highlight of his time as Mayor happened tonight with K9 Nala and noted the tremendous asset she will be for the department. He also noted the ribbon cutting for Ocean State Job Lots and that the PSAB Conference is coming up in June.

Council Remarks

- Councilperson McCloud also commented on the benefits of K9 Nala and thanked the Chief for the opportunity. He also stated he was elected to be the Chairman of the EDA.
- Councilperson Hynicker thanked the public for attending and commented on the ribbon cutting of Ocean State Job Lots.
- Councilperson Moss commented on the ribbon cutting of Ocean State Job Lots.
- Councilperson Shaud commented on K9 Nala's swearing in and the near perfect paw print on her oath of office.
- Vice President Clark thanked the public for attending.
- President Hershey had no additional comments from what had already been noted by other councilmembers.

Adjourn

President Hershey adjourned the meeting, without objection, at 8:11 PM.

Respectfully Submitted,

Rebecca S. Denlinger
Borough Manager