

ELIZABETHTOWN BOROUGH COUNCIL
REGULAR MEETING
March 18, 2021
Minutes

The regular meeting of Elizabethtown Borough Council was held on Thursday, March 18, 2021. For everyone's safety, the Borough Council meeting was held with the absolute minimum number of individuals gathered in person, employing both mandatory masks and maximum physical distancing measures. In person participants included Tom Shaud, J. Neil Ketchum Jr., J. Marc Hershey, Borough Manager Rebecca S. Denlinger, Police Chief Ed Cunningham and Mayor Mummert. Councilmembers Jeff McCloud, Bill Troutman and staff members Assistant Borough Manager Ann Roda and Public Works Director Jeff Kinsey joined the meeting remotely using Zoom.

Conditional Use Hearing - 348 S. Market Street

Borough Solicitor Josele Cleary called the hearing to order and provided an overview of the Conditional Use hearing process. Parties to the hearing were the Borough of Elizabethtown and Greg Mazzeo, the applicant. Terry Zerphey of 343 S. Market Street and Edward McCauley Jr. of 350 S. Market Street approached Borough Council to be parties to the hearing. It was motioned by Ketchum, seconded by Clark, to recognize Zerphey and McCauley as parties to the Conditional Use Hearing. Motioned passed unanimously.

The property is an existing single-family residence, that was in existence prior to the CBD zoning. The previous owner requested to eliminate the second-floor apartment and reverted it back to the single-family dwelling. The applicant is requesting to make the second floor back into an apartment creating the separate dwelling unit on the ground floor.

Following the overview Mazzeo answered questions from Borough Council on the project and conditions. Borough Council took a short recess to discuss the application and proposed conditions. When council returned from recess, it was motioned by Ketchum, seconded by Clark, to approve the application with the conditions read by Borough Solicitor Cleary. Motioned passed unanimously.

Borough Solicitor Cleary closed the public hearing at 7:47 p.m.

President Hershey called the meeting to order at 7:50 p.m.

Public Comment

There was no public comment.

Approval of Meeting Minutes

After a motion by Shaud, second by Troutman, minutes of the following meetings were unanimously approved:

1. Work Session Meeting – March 4, 2021

Presentations

1. Mayor Mummert presented a proclamation to recognize the work of the DeMolay and proclaimed the month of March as DeMolay month.
2. Police Chief Cunningham presented the EPD 2020 Annual Report.

Reports

1. The Financial Report was unanimously approved after a motion by Clark and second by Ketchum.
2. Police Chief Cunningham stated the activity of the monthly report is in line considering the weather. He added the under thefts those incidents were related to phone scams and stressed the importance of paying close attention to phone scams that are circulating. Cunningham announced the good news of the expansion of the Second Chance Program.
3. There were no questions on the Code Enforcement report.
4. The Fire Company responded to 51 calls during the month of February, of which 11 were in the Borough, with an average response time of 4 minutes 28 seconds.
5. Northwest EMS responded to 598 calls during the month of February, of which 97 calls, 16%, were within the Borough. Year to date Northwest EMS has responded to 1,260 calls and 191 within the Borough.
6. There were no questions on the Elizabethtown Area Water Authority Report.
7. There were no questions on the GEARS Financial Report.

Old Business

1. It was motioned by Clark, seconded by McCloud, to accept the 2020 Annual Audit as presented by TROUT, CPA at the March 4, 2021 work session. The motion passed unanimously.
2. Borough Manager Denlinger provided several updates on COVID-19 including the Governor's new guidelines for gatherings and bars/restaurants that would go into effect April 2, 2021. She added an update on the Vaccine Lancaster site and sought guidance regarding Community Park and the basketball court. Councilmembers discussed the opening of the basketball court. The basketball court was to be prepared for all hoops and nets to be hung, with signage to be posted emphasizing social distancing and wearing of masks. Denlinger also provided a brief update on American Rescue Plan Act of 2021 (ARPA), stating that more information would be provided as it becomes available.

New Business

1. It was motioned by Ketchum, seconded by Clark, to approve the contracts outlined in agenda items 1-5:
 - a. the 2021 Stone Contract to apparent low bidder R.E. Pierson Materials, Elizabethtown PA.
 - b. the 2021 Paving Contract to apparent low bidder Pennsy Supply in the bid amount of \$260,788.60
 - c. the 2021 Sewer Pipe Replacement (Groff Avenue) Contract to apparent low bidder, E.K. Services Inc. in the bid amount of \$46,390.
 - d. the 2021-2023 General Turf Mowing and Trimming Services Maintenance Contract to apparent low bidder McCabes Lawncare and Landscaping, York PA in the yearly amount of \$23,415.

Motion passed unanimously.

2. It was motioned by Clark, seconded by McCloud, to memorialize the Radio Road Utility Restoration requirements outlined in the March 16, 2021 Hanover Engineering letter.

Motion passed unanimously.

Bills Payable

It was motioned by McCloud, seconded by Troutman, to approve the list of monthly bills as presented:

General Fund	\$169,505.96
Sewer Fund	\$90,421.44
Capital Reserve Fund	\$143,867.40
Train Station Fund	\$813.72
Subdivision Escrow Fund	\$3,648.66
Health Insurance Fund	\$75,606.01
Parks Fund	\$2,500.00

The motion carried unanimously.

Adjourn

Following a motion by Clark, seconded by Ketchum, the meeting unanimously adjourned at 8:01 p.m.

Respectfully Submitted,

Rebecca S. Denlinger
Borough Manager