

ELIZABETHTOWN BOROUGH COUNCIL
REGULAR MEETING
April 15, 2021
Minutes

The regular meeting of Elizabethtown Borough Council was held on Thursday, April 15, 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, Phil Clark, Jeff McCloud, Bill Troutman, J. Neil Ketchum Jr., J. Marc Hershey, Borough Manager Rebecca S. Denlinger, Police Chief Ed Cunningham and Mayor Mummert. Staff members Assistant Borough Manager Ann Roda, Planning and Zoning Director Pam Roberts, and Public Works Director Jeff Kinsey joined the meeting remotely using Zoom.

President Hershey called the meeting to order at 7:00 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. Public Meeting – March 18, 2021
2. Work Session – April 1, 2021

Reports

1. The Financial Report was unanimously approved after a motion by Clark and second by Troutman.
2. Police Chief Cunningham stated the activity of the monthly report is picking back up as the weather starts to become nicer. There were no questions on the monthly report.
3. There were no questions on the Code Enforcement report.
4. The Fire Company responded to 49 calls during the month of March, of which 13 were in the Borough, with an average response time of 4 minutes 23 seconds.
5. Northwest EMS responded to 683 calls during the month of February, of which 98 calls, 14%, were within the Borough. Year to date Northwest EMS has responded to 1,943 calls and 289 within the Borough.
6. The Elizabethtown Area Water Authority Report was not received and will be reviewed at the next meeting.

7. There were no questions on the GEARS Financial Report.

Old Business

1. President Hershey thanked Mr. Richard Breault and the community businesses that he assembled in partnership to improve the Softball Field at Elizabethtown Community Park. The project involved the installation of two new 60' light at the Softball Field. Mr. Breault provided an overview of each of the companies involved and highlighted the resources, equipment, and manpower to help accomplish the installation of the new light poles. He highlighted: PPL Electric Utilities (Charlie Brown & Jane George); LAPP Electric (Tim Lapp); Quality Metal Works (Bob Godshall); Greiner Industries (Frank Greiner); and, Henkels & McCoy (Ray Slothour).
2. Borough Manager Denlinger provided an update on the Engineer of Record Request for Proposals. She stated eight proposals received by the deadline and the submitting entities include: ARRO Consulting, Inc., David Miller Associates, Inc., ELA Group, Hanover Engineering Associates, Inc., HRG, Lancaster Civil Engineering Co., Spotts, Stevens and McCoy and Systems Design Engineering, Inc. She added staff will be using an online survey designed to help coordinate the review. The survey will be filled out by the Management Team as well as Borough Council. Review of the proposals would be done April 16, 2021 through April 30, 2021. Denlinger intends to provide Borough Council another update on the review process at the meeting in May.
3. President Hershey raised to Borough Council the condition of South Market Street and stated that the borough has received no response from PennDOT following communication that was sent in 2020. He asked councilmembers what the approach should be moving forward given the condition of the road. Councilmember McCloud suggested that maybe the borough should encourage others to contact PennDOT. Vice-President Ketchum suggested that more than just a letter be sent and added that the condition of the road was discussed by several Chamber members recently. Councilmember Clark discussed the foundation of the roadway and the truck traffic and councilmember Shaud suggested getting support from the townships as the road is a major travel route. Denlinger added a transportation improvement project for road has been submitted to Lancaster County Planning Commission. She added that she would reach out to local House and Senate officials to identify the best next step.

New Business

1. Borough Manager Denlinger provided an overview of a Community Survey that has been drafted to obtain input from residents with the hope that the responses will provide usage feedback and recommendations. The results will be incorporated into the Master Plan that is being drafted for the Elizabethtown Borough Park System. Councilmembers suggested that location descriptors be added to the survey to separate the questions, revise questions and available selections related to Hickory Lane Park to be more specific for the passive parkland, add a question on the replacement of Fun Fort, and seek participation from those

that use the park. Denlinger stated that the survey would be revised to incorporate the revisions highlighted by council and the survey would be issued in April. She added that the survey would be available for 4-6 weeks and survey results would be reviewed with Borough Council and incorporated within the Master Plan.

2. By Proclamation Mayor Mummert proclaimed that Sunday, May 2, 2021 would be Bells Across Pennsylvania Day. With the proclamation he calls upon all residents, businesses and churches to ring bells or make other celebratory noise for three minutes to honor own hometown heroes, rally with other Pennsylvanians on the frontlines of the COVID-19 battlefield and show resolve to restore their local businesses and civic life to their former prominence. He added that bell ringing should begin at 7:00 p.m.

Bills Payable

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

General Fund	\$125,877.47
Sewer Fund	\$77,051.72
Capital Reserve Fund	\$7,715.70
Train Station Fund	\$3,206.34
Subdivision Escrow Fund	\$1,248.90
Health Insurance Fund	\$4,934.12
Parks Fund	\$3,093.78

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