

ELIZABETHTOWN BOROUGH COUNCIL
PUBLIC MEETING
April 20, 2023
Minutes

A public meeting of Elizabethtown Borough Council was held on Thursday, April 20, 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, 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.

Approval of Meeting Minutes

After a motion by Councilperson McCloud, second by Councilperson Hynicker, Borough Council voted unanimously to approve the Public Meeting minutes for April 6, 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 March 2023 Elizabethtown Police Department report. Chief Cunningham indicated that foot patrols and parking enforcement increased over the month. He added that a mock assessment for accreditation will be held soon with the final assessment in May. Vice-President Clark asked when interviews will be conducted for the lieutenant position. Chief Cunningham responded that the posting closes soon, a written test will be held in May/June and interviews will likely be held in August.
3. There were no questions on the March 2023 Code Enforcement Report.
4. The Fire Company responded to 52 calls during the month of March 2023, 16 of which were in the Borough.
5. Northwest EMS responded to 740 calls during the month of March 2023, of which 157 were within the Borough which is 21% of calls. Year to date Northwest EMS has responded to 2,235 calls with 21% were in the Borough.
6. There were no questions on the March 2023 EAWA reports.
7. There were no questions on the GEARS report for February 2023. Councilperson Hynicker

noted that GEARS will start to clean out the building in advance of proposed improvements. Borough Manager Denlinger added that a representative from GEARS recently contacted the borough regarding permit needs for outdoor storage structures. President Hershey asked about the timeline of the improvements. Denlinger stated the timeline would be dependent on funding and that GEARS is seeking to submit for an RACP grant. She added that some funding will likely also be sought from the municipalities that make up the Elizabethtown Area Community Services Authority, who own the Poplar Street property used by GEARS.

8. There were no questions on the March 2023 MESA reports.

Old Business

1. It was motioned by Vice President Clark to approve 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. Councilperson Shaud seconded the motion. By roll call vote Ordinance 1008 was unanimously approved to amend portions of Chapter 15, Motor Vehicles and Traffic of the Code of Ordinances, to impose weight limits for the Apply Alley bridge.
2. A recap of the Regional Elected Officials Meeting held on April 12, 2023 was provided and councilmembers discussed the Northwest Regional Comprehensive Plan. Councilperson Shaud noted the current draft is not all that different from the 2010 plan, which was a good plan, and it is important to have for future projects and financing the projects. Vice President Clark added that regional elected officials should be held routinely again to collaborate regionally and implement the comprehensive plan. There was general discussion if the current draft comprehensive plan focuses enough on transportation and micro-transportation.

Denlinger asked if any councilmembers had concern with the draft Northwest Regional Comprehensive Plan being posted by Lancaster County. There was no opposition noted by councilmembers.

3. Denlinger provided councilmembers with a review of the first quarter of the Fiscal Year 2023 Budget. She added that there are no line items that are of concern with revenue or expenditures this far into FY2023. There was also a discussion on ARPA funds and Community Park. Denlinger added that \$300,000 of ARPA funds would be used for the purchase of equipment.

It was motioned by Vice President Clark to transfer \$300,000 of ARPA funds from the General Fund to the Parks Fund for the purchase of play equipment. Councilperson Shaud seconded the motion. Borough Council unanimously approved the transfer of \$300,000 of ARPA funds from the General Fund to the Parks Fund.

4. It was motioned by Vice President Clark to approve Resolution 2023-03 NFWF Grant Application Authorization to apply for a Chesapeake Bay Small Watershed Grant to advance the stream and floodplain restoration work at Hickory Lane Park. Councilperson Shaud seconded the motion. Borough Council unanimously approved Resolution 2023-03 to apply for a Chesapeake Bay Small Watershed Grant from the NFWF.

New Business

1. It was motioned by Councilmember McCloud to suspend parking enforcement on Municipal Primary Day, Tuesday, May 16, 2023 on Market Street and in the downtown municipal lots located on Vine Alley and W. High Street /Peach Alley. Councilmember Hynicker seconded the motion. Borough Council unanimously approved the suspension of parking enforcement on May 16, 2023 on Market Street and in and in the downtown municipal lots located on Vine Alley and W. High Street /Peach Alley.

President Hershey clarified the suspension of parking is to assist with Municipal Primary Day. The polling location for Ward 3- Precinct 3 on May 16, 2023 will be at the Elizabethtown Library. Hershey asked staff to put together messaging for residents to know where polling locations can be found.

2. Borough Council was made aware of a Zoning Hearing Board application for 29 South Market Street. The applicant is seeking a variance at 29 South Market Street to use the ground floor for a workshop for the purpose of teaching and demonstrating general life skills to those that need practical help and instructions and encouragement to live productive live. The property is located within the Central Business District. The application is relative to Chapter 27, Part 9, §902 “permitted Uses” of the Zoning Ordinance. Borough Council took no position on the application.
3. Borough Council was made aware of a Zoning Hearing Board application for 449 and 451 West High Street. The applicant is seeking a variance at 449 West High Street to construct a 44-unit apartment building on the existing parking lot within the “Mixed Use District”. The application is relative to Chapter 27, Part 13, §1321.5. B (4) “Clear Site Triangle”, Chapter 27, Part 13, §1321.2. B (2) “Obstruction to Vision” and Chapter 27, Part 13, §1602. A.16 “Off Street Parking Requirements” of the Zoning Ordinance. Following a discussion on parking Borough Council recommended that the variance request for off-street parking be denied and the applicant provide for parking as required in Chapter 27, Part 16, §1602. A.16.
4. Assistant Borough Manager Roda reviewed rates and term conditions for a long-term contract with two electric suppliers- IGS and Constellation. It was motioned by Councilperson McCloud to select a 13-month contract, for Elizabethtown Borough properties and the Friendship Fire and Hose Company, with IGS on the condition that there be price protection if the price decreases over the course of the contract. Vice President Clark seconded the motion. Borough Council unanimously selected a 13-month contract, for Elizabethtown Borough properties and the Friendship Fire and Hose Company, with IGS on the condition that there be price protection if the price decreases over the course of the contract.

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	\$350,958.70
Sewer Fund	\$144,300.48
Capital Reserve Fund	\$8,618.98
Sewer Capital Fund	\$39,351.11
Subdivision Escrow Fund	\$1,480.00
Parks Fund	\$361,054.14

Mayors Remarks

- Mayor Mummert had no remarks.

Council Remarks

- Councilperson McCloud spoke of his recent positive interaction with EPD.
- Councilperson Hynicker thanked staff.
- Councilperson Moss looks forward to the new park equipment being complete.
- Councilperson Shaud commented on the contractors work that is underway on College Avenue and he is pleased with the installed handicapped ramps
- Councilperson Clark had nothing to add.
- President Hershey reminded councilmembers of the MS4 training that needs to be completed by May 31.

Adjourn

President Hershey adjourned the meeting, without objection, at 8:27 PM.

Respectfully Submitted,

Rebecca S. Denlinger
Borough Manager