

**ELIZABETHTOWN BOROUGH COUNCIL**  
**REGULAR MEETING**  
**May 18, 2017**  
**Minutes**

The regular meeting of Elizabethtown Borough Council was held on Thursday, May 18, 2017 at 7:00 p.m. at the Borough Office. Present were Councilmembers Phil Clark, Jeff McCloud, Tom Shaud, J. Neil Ketchum, Jr., Dr. C. Dale Treese and J. Marc Hershey. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Cindy Foster, Public Works Director Wayne Devan, Community Development Director Rodney Horton, Police Chief Jack Mentzer, and Mayor Chuck Mummert.

Hershey began the meeting by announcing Council met in executive session at 5:45 p.m. tonight to discuss a personnel matter.

After a motion by McCloud, second by Clark, minutes of the following meetings were unanimously approved:

1. Regular Meeting—April 20, 2017
2. Conditional Use Hearing—April 20, 2017
3. Work Session Meeting—May 4, 2017

**Special Recognition**

1. Hershey presented a proclamation to Doug Lamb Construction, Inc., recognizing its generous Gold Sponsor support for the 14<sup>th</sup> Annual Arts in the Park held May 13, 2017.

**Public Comment**

2. **Carol Witmer, 129 North Maple Street**, requested an update on Airbnb regulations. Hershey explained that language is currently under review by Council's subcommittee assigned to this task.
3. **Dharma Hain, 530 Snyder Avenue**, a third grade student at East High Elementary School, requested removal of the memorial for David Weiser on East High Street as it makes her sad to pass it on her way to school. She expressed her feeling that removal of the memorial will not make people forget David and stated that he will always be remembered.

**Reports**

1. The Financial Report was unanimously approved after a motion by Clark, second by Shaud.
2. The Code Enforcement Report was provided as an informational item.
3. The Fire Company responded to 69 calls during the month of April, 27 of which were in the Borough, with an average response time of 6 minutes 31 seconds.
4. Northwest EMS responded to 125 Borough calls during the month of April bringing the year-to-date total for Borough calls to 499.

**Old Business**

1. **Downtown Free Parking Lot (Mechanics Alley) Improvements**
  - a. Chris Brown, Derck & Edson, provided a review of progress to date and reviewed proposed plans and alley improvements going forward. It was agreed that an entry-way sign will be pursued using the first of three options provided. It was noted that the parking sign on the entry-way sign will be high enough to be seen from Market Street. The general consensus was that existing guard rail should be relocated from the edge of the bank to align with the parking spaces on the north side of the lot, and Brown agreed to provide durable options that are more aesthetically pleasing. Discussion ensued on the preferred location of the pathway adjacent to Groff Meats and the possibility of relocating the pathway either to the front of the parking stalls adjacent to the building or to the south side of the alley between Market Street and Cherry Alley. Intersection improvements were considered and it was suggested that

curbing be added to delineate the parking lot from the alleys. In addition a parking space will be removed on the east side of the handicapped parking spaces to extend the sidewalk into the lot. Traffic flow on Cherry Alley from Mechanics Alley to East High Street and through the parking lot behind Folklore accessing Market Street was discussed at length. Brown agreed to research options and costs for improvements to bring people from the free lot to Market Street and Center Square.

2. Motion by Ketchum, second by Clark, to grant the application of Peach Alley Commons, LLC for conditional use approval to develop 448 South Market Street with four apartment dwelling units as set forth in the proposed written decision of Council presented at this meeting and to adopt all portions of such proposed written decision including findings of fact, conclusions of law and conditions. Motion carried unanimously with the exception of Treese who abstained.

### **New Business**

1. Motion by Treese, second by McCloud, to approve a request from Christ Evangelical Lutheran Church for relief from its fourth quarter 2016 sewer bill for its building at 125 Mechanics Alley in accordance with EAWA's reconciliation of the Church's water bill. Motion carried unanimously with the exception of Clark who abstained.
2. Motion by McCloud, second by Shaud, to approve Resolution No. 2017-7 authorizing disposal of certain records in accordance with the schedule as set forth in the Municipal Records Manual approved on December 8, 2008 (as amended July 23, 2009). Motion carried unanimously.

### **Bills Payable**

Motion by McCloud, second by Clark, to pay the bills as presented:

General Fund .....	\$184,216.34
Sewer Fund.....	\$327,901.31
Capital Reserve Fund .....	\$1,132.05
Subdivision Escrow Fund.....	\$507.50
Parks Fund.....	\$27,544.41

Motion carried unanimously.

Following a motion by Clark, second by Shaud, the meeting unanimously adjourned at 8:06 p.m. upon which time Council entered executive session to discuss a personnel matter.