

**ELIZABETHTOWN BOROUGH COUNCIL**  
**PUBLIC MEETING**  
**July 6, 2023**  
**Minutes**

A public meeting of Elizabethtown Borough Council was held on Thursday, July 6, 2023. Present were Councilpersons Lanty Moss, Jay Hynicker, J. Marc Hershey and Phil Clark. Also present were Borough Manager Rebecca S. Denlinger, Assistant Borough Manager Ann Roda, Public Works Director Jeff Kinsey, Planning and Zoning Director Pam Roberts, and Elizabethtown Police Lieutenant Shane Deardorff and Mayor Mummert. Councilpersons Tom Shaud and Jeff McCloud were absent from the meeting.

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

**Public Comment**

There was no public comment.

**Approval of Meeting Minutes**

1. After a motion by Councilperson Moss, and second by Councilperson Hynicker, Borough Council voted unanimously to approve the June 15, 2023 Public Meeting minutes.

**Old Business**

1. Borough Manager Denlinger provided an update on the parking management system at the Elizabethtown Train Station. Working with borough staff, PennDOT and their consultants are finalizing the project documents and drawings for the Elizabethtown Train Station Parking Management Project. It was added that draft agreements are being reviewed by staff and will be sent to the Borough Solicitor for review. Following legal review agreements will be presented to Borough Council for approval. The project would be completed by a contractor selected through the bidding process and approved by Elizabethtown Borough. Funding of the project will be through a reimbursement agreement with PennDOT. The project will likely be completed by early 2024.

President Hershey asked staff to discuss with PennDOT if they can provide advance funding for the project to offset initial expenses. Denlinger noted the question as a point to be discussed with PennDOT.

2. A Fiscal Year 2023 (FY23) Budget midyear review was presented by Borough Manager Denlinger. She stated Borough Council will have the opportunity to review all Funds in advance of a more detailed discussion at the July 20, 2023 public meeting. Revenue in all General Fund categories are performing as expected or better. Revenues stand at nearly \$5.7M - which is 74% of the projected FY23 Revenue Total Budgeted at \$7.68M. There are only a limited number of categories on the Expense side that are running above 50%. Expenditures

stand at nearly \$3.7M - which is 41% of the projected FY23 Expenditure Total Budgeted at \$8.87M.

## **New Business**

1. Vice President Clark motioned to reject the bids submitted by Fawn View Construction Inc., Custer Excavating Inc. and Construction Masters Services, LLC for the Public Works Campus Managed Release Concept BMP Project. Councilperson Hynicker seconded the motion. Borough Council unanimously voted to reject all bids submitted for the Public Works Campus Managed Release Concept BMP Project.

Prior to the motion staff explained the project was included in the FY2023 Budget and was designed and bid by Hanover Engineering. The bid amounts far exceed the amount budgeted for the project.

With rejecting the bids for the Public Works Campus Managed Release Concept BMP Project President Hershey asked if work on the project would transition to Lancaster Civil. Public Works Director Kinsey responded that Borough Engineer Lancaster Civil will handle future engineering work.

2. Councilperson Hynicker motioned to approve Resolution 2023-09 to dispose of certain records in accordance with the Pennsylvania Historical and Museum Commission Municipal Records Manual as amended March 28, 2019. Vice President Clark seconded the motion. Borough Council unanimously voted to approve Resolution 2023-09 to dispose of certain records in accordance with the Pennsylvania Historical and Museum Commission Municipal Records Manual.
3. Planning and Zoning Director Roberts reviewed with Borough Council three Zoning Hearing Board applications were reviewed.

These applications included:

- 295 South Brown Street - The applicant is seeking a variance at 295 South Brown Street to exceed maximum building height of 75 feet of the existing structure to construct an elevator and stair tower to meet the requirements of Industry standards for safety and egress. The property is located within the General Industrial District. The application is relative to Chapter 27, Part 12, §1208 "Height Regulations" of the Zoning Ordinance.
- 240 North Locust Street - The applicant is seeking a variance at 240 North Locust Street to exceed the maximum lot coverage of thirty-five percent in order to construct a pervious type patio at the west side of the structure. The property is located within the Low-Density Residential District. The application is relative to Chapter 27, Part 6, §607.C, Coverage Regulations.
- 600 East High Street - The applicant is seeking a variance at 600 East High Street for Chapter 27, Part 13, §1302.2 (6) Of the Zoning Ordinance to exceed the maximum height of twenty feet permitted for an accessory structure in a nonresidential district to construct a new field house in the southeast corner of the existing stadium. A second variance request

at the same location referenced in Chapter 27, Part 15, §1513.4(C), Rear Yard setback of one hundred feet to construct a field house. The property is located within the Institutional and Open Space Districts.

Following review and brief discussion of the three applications, Borough Council did not take a position on any of the applications.

### **Mayor Remarks**

Mayor Mummert stated he was excited to be back and wished everyone a safe and warm summer.

### **Council Remarks**

- Councilperson Hynicker thanked the public for attending.
- Councilperson Moss thanked the public for attending.
- Vice-President Clark thanked the public for attending.
- President Hershey welcomed Pam Roberts back to the office.

Prior to adjourning President Hershey stated that Borough Council would meet in an Executive Session following the meeting to discuss a legal matter.

### **Adjourn**

President Hershey adjourned the meeting, without objection, at 7:39 PM.

Respectfully Submitted,

Rebecca S. Denlinger  
Borough Manager