

**ELIZABETHTOWN BOROUGH COUNCIL**  
**PUBLIC MEETING**  
**August 3, 2023**  
**Minutes**

A public meeting of Elizabethtown Borough Council was held on Thursday, August 3, 2023. Present were Councilpersons Lanty Moss, Jay Hynicker, Tom Shaud, Jeff McCloud, 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.

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

**Public Comment**

1. Mr. Little, Buckingham Blvd, spoke about the crosswalk on Market Street and suggested a parking spot be removed from the odd side of the street across from Funk Brewing.

**Presentation**

1. Dan Snyder, with Foth, was present to introduce the Mars Wrigley Refrigeration Transformation Land Development Plan. Snyder highlighted that the project would be to update and upgrade the existing refrigeration system at the plant. The project requests two waivers: waiver of the cartway right of way and waive pre land development plan and allow for pre and final to be completed as one. Borough Council members asked questions pertaining to building height and noise. Snyder stated the building height would be under 65 feet and the building will be insulated to not increase noise. President Hershey asked the representatives with Foth and Mars Wrigley to continue to work with Borough staff and the Borough Engineer to address any remaining comments.
2. Brian Cooley, with DC Gohn, introduced the Burkholder Builders - Maize Circle Subdivision and Land Development Plan. The proposed plan would add new townhouses to Maize Circle. Borough Council asked several questions on the timing of the new homes and the postal addresses for the new units. Cooley responded the townhouses were not initially planned for Maize Circle as the developer did not own the property at the time.

For the postal addresses, Cooley stated that several options have been discussed and they are proposing to have the units addressed as A, B, C, D. Planning and Zoning Director Roberts stated the lettering option is of concern as the borough has worked with property owners to no longer use lettering but use unit number. She added that the lettering may cause confusion for emergency responders. Borough Council members and staff expressed concern with the development and noted the likelihood for existing residents of Maize Circle to be negatively impacted by any renumbering of the homes and the importance of communication about any renumbering. After much discussion, President Hershey directed staff to work with the developer to have the homes on the street renumbered to incorporate the new townhomes.

## **Approval of Meeting Minutes**

1. After a motion by Councilperson Hynicker, and second by Vice-President Clark, Borough Council voted unanimously to approve the July 20, 2023 Public Meeting minutes.

## **Old Business**

1. Public Works Director Kinsey explained that the no cost change order for Bridge No. 11 is the result of removing some of the guide rail line items which offsets the cost of additional paving and concrete quantities. The Change order also adds 30 days to the contract due to the extra time that was required to quantify the concrete repairs. Councilperson Shaud motioned to approve the 2023 Bridge Maintenance Change Order No. 1, a no-cost change order for Bridge No. 11. Councilperson McCloud seconded the motion. By unanimous vote, Borough Council approved Change Order #1 for the 2023 Bridge Maintenance project.
2. Vice-President Clark motioned to approve 2023 Bridge Maintenance Application for Payment #2 for the 2023 Bridge Maintenance Project in the amount of \$106,888.09. Councilperson Hynicker seconded the motion. By unanimous vote, Borough Council approved Application for Payment #2 for the 2023 Bridge Maintenance Project in the amount of \$106,888.09.
3. Borough Manager Denlinger stated that interviews were being held with the firms that responded to the Request for Proposals (RFP) for Professional Audit Services. She added that staff is working to have a recommendation before Borough Council at an upcoming Public Meeting. Assistant Borough Manager Road added that eleven entities responded to the RFP process for an IT Service provider. The responses will be reviewed, interviews will be held and staff will have a recommendation for Borough Council at a future Public Meeting.

## **New Business**

1. Councilperson McCloud motioned and Vice President Clark seconded to approve the Renewal Letter for Municipal Snow Removal for the 2023-2024 Winter Agreement with PennDOT. By unanimous vote, Borough Council approved the Renewal Letter for Municipal Snow Removal for the 2023-2024 Winter Agreement with PennDOT.

## **Mayor Remarks**

Mayor Mummert reminded attendees that the Elizabethtown Fair is coming up and congratulated his wife on their upcoming 53<sup>rd</sup> Wedding Anniversary.

## **Council Remarks**

- Councilperson McCloud congratulated the Mummert's on their anniversary and highlighted attending the recent Lancaster County Borough's Association meeting held at the Columbia Market.

- Councilperson Hynicker also attended the association meeting and looking forward to the next meeting.
- Councilperson Moss did not have any remarks.
- Councilperson Shaud asked staff to evaluate the suggestion raised by Mr. Little.
- Vice-President Clark thanked the public for attending.
- President Hershey had no additional remarks.

### **Adjourn**

President Hershey adjourned the meeting, without objection, at 7:51 PM.

Respectfully Submitted,

Rebecca S. Denlinger  
Borough Manager