

**ELIZABETHTOWN BOROUGH COUNCIL**  
**REGULAR MEETING**  
**September 21, 2017**  
**Minutes**

The regular meeting of the Elizabethtown Borough Council was held on Thursday, September 21, 2017 at 7:00 p.m. at the Borough Office. Present were Council President J. Marc Hershey, Vice President J. Neil Ketchum, Councilman Phil Clark, Councilman Tom Shaud, and Councilman Dr. C. Dale Treese and Councilman Jeff McCloud. Also present were Manager Roni Ryan, Police Chief Jack Mentzer, Public Works Director Wayne DeVan, and Planning & Zoning Director Pam Craddock. Mayor Chuck Mummert was absent.

Council President Hershey began the meeting by announcing Borough Council met in executive session on September 16, 2017 to discuss a police personnel matter.

After a motion by Ketchum, seconded by McCloud, minutes of the following meetings were unanimously approved:

1. Regular Meeting – August 17, 2017
2. Regional Meeting – August 31, 2017
3. Work Session Meeting – September 7, 2017

**Public Comment**

There was no public comment.

**Reports**

1. The Financial Report was unanimously approved on a motion by Ketchum, seconded by Clark.
2. The Code Enforcement Report was provided as an informational item.
3. The Fire Company responded to 62 calls in the month of August, 29 of which were in the Borough, with an average response time of 5 minutes 40 seconds.
4. Northwest EMS responded to 122 Borough calls during the month of August, with a year-to-date total of 957 calls in the Borough.

**EPD Special Recognitions**

1. Lieutenant Shane Deardorff was recognized for his promotion to Lieutenant effective September 11, 2017.
2. Lieutenant John Emrick was recognized for his retirement from the department on September 10, 2017.

**Old Business**

1. It was motioned by Shaud, seconded by Clark, to approve an extension of time for the recording of the Elizabethtown Mennonite Church Final Land Development Plan to expire on December 18, 2017. Motion passed unanimously.
2. It was motioned by Shaud, seconded by Ketchum to approve a one year time extension for Conoy Crossing, LP to complete construction of Masonic Drive and associated utilities from the current agreement completion date of October 16, 2017 to a revised agreement of October 16, 2018 with the following conditions:
  - a. Conoy Crossing submit a revised cost estimate and updated performance bond or letter of credit for the road construction and development by October 31, 2017.

- b. Conoy Crossing complete the connection to Maytown Avenue including street, curb, and sidewalk extensions prior to the paving of Maytown Avenue by Penn Dot.

Motion carried unanimously.

3. It was motioned by Treese, seconded by McCloud to approve Change Order #2 by Doug Lamb Construction for the Community Park Amphitheater Project and authorize the purchase of materials to construct a tiered seating area to accommodate spectators at the venue. A lengthy discussion revised the draft concept plan to extend the length of the rows for symmetry with the stage and conduct earth moving as required to accomplish five rows of five foot depth with the first row length even with the walls of the stage and gradual indent for each of the upper rows to maximize the arc on the Spruce Street side as much as possible. Motion carried unanimously.
4. Craddock provided an update on the Zoning Ordinance Amendment with a reminder that the public hearing is advertised for October 19, 2017.

### **New Business**

1. Ryan reported that the Minimum Municipal Obligation (MMO) for the Police Pension Plan and the Non-Uniformed Pension Plan in 2018 are \$390,950 and \$86,296 respectively.
2. Ryan introduced the proposed 2018 Budget Capital Projects.

### **Bills Payable**

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

|                              |              |
|------------------------------|--------------|
| General Fund .....           | \$189,871.09 |
| Sewer Fund.....              | \$153,629.63 |
| Capital Reserve Fund .....   | \$7,801.13   |
| Train Station Fund.....      | \$1,362.67   |
| Subdivision Escrow Fund..... | \$297.50     |
| Parks Fund.....              | \$240,738.46 |

Motion carried unanimously.

Following a motion by Shaud, second by Clark, the meeting adjourned at 8:22 p.m.

Respectfully Submitted,

Roni Ryan  
Borough Manager