

ELIZABETHTOWN BOROUGH COUNCIL
WORK SESSION MEETING
October 3, 2019
Minutes

The Work Session Meeting of Elizabethtown Borough Council was held on Thursday, October 3, 2019 at the Borough Office. Present were Council members Bill Troutman, Tom Shaud, J. Marc Hershey, Phil Clark and Jeff McCloud. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Ann Roda, Public Works Director Jeff Kinsey, Planning and Zoning Director Pamela Roberts and Chief Cunningham. Absent were J. Neil Ketchum Jr. and Mayor Chuck Mummert.

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

Public Comment

There was no public comment.

Recognition of National Fallen Firefighters Memorial Service Day and Fire Prevention Week

President Hershey presented a proclamation to Dave Shriner, Chief of the Elizabethtown Fire Department in recognition of National Fallen Firefighters Memorial Service Day and Fire Prevention Week. The National Fallen Firefighters Memorial Service day marks the beginning of the annual Fire Prevention Week observance. The proclamation called upon all citizens of the Elizabethtown and upon all patriotic, civic, and educational organizations to observe the day of October 6, 2019, in recognition of the patriotic service and dedicated efforts of our fire and emergency services personnel. The proclamation also noted that the Borough of Elizabethtown is extremely thankful to be served by the faithful men and women of the Friendship Fire & Hose Company #1, Elizabethtown Fire Station 74.

Administration

1. Gary Weaver of Tippetts/Weaver Architects presented an update on the design work underway with 56 N. Market Street. Mr. Weaver presented preliminary draft plans for the renovations and restoration of 56 N. Market Street for the Borough's administrative offices. He reviewed potential flow and function of the public spaces and secured work spaces and discussed how the plans have evolved since the feasibility study. The update also included an overview of potential interior and exterior finishes.

Councilmembers asked questions on historic features remaining both interior and exterior. And, members of the public asked about ADA features of the space, expansion space potential and costs. Mr. Weaver responded that in the interior, the fireplaces and trim work will remain, the wood floor in a portion of the first and all of the second floor will remain, the staircase as well as many of the doors will remain in the space. On the exterior the windows will be replaced but will maintain the same look. The stone wall along Market Street will remain but the fence will be replaced and the stucco will be repainted. He also

added that the expansion piece is being designed so that the focal point remains to be the historic structure. The building will be designed to meet building code including ADA requirements. It was noted by Borough staff that there are areas within the design that would allow for staff expansion. And, Weaver added that the work and finishes are being reviewed in relationship to the costs identified in the feasibility study with an indicator added for inflation.

Police Department

1. Chief Cunningham provided the monthly report for September. He noted that field training is going well. He also added that 3 officers were presented with lifesaving certificates for their response efforts. Cunningham also referenced that the Second Chance program is expanding and now includes 6 police departments and has had over 90 successful enrollments.

Councilmember Clark asked for more detail on the location of the successful enrollments. Cunningham responded that the enrollments are from the northwest corner of the county.

Action

1. It was motioned by Clark, seconded by McCloud, to accept the resignation of Borough Manager Roni Ryan effective January 24, 2020. Motion carried unanimously.

President Hershey noted that an executive session would be held following the meeting to discuss a personnel matter.

After a motion by Clark, seconded by Troutman, the meeting was adjourned at 8:06 p.m.

Respectfully Submitted,

Roni Ryan
Borough Manager