

ELIZABETHTOWN BOROUGH COUNCIL
PUBLIC MEETING
November 4, 2021
Minutes

A public meeting of Elizabethtown Borough Council was held on Thursday, November 4, 2021. Borough Council members in attendance included Tom Shaud, Bill Troutman, Phil Clark, Jeff McCloud, Vice President J. Neil Ketchum Jr., and President J. Marc Hershey. Also in attendance were Police Chief Ed Cunningham, Borough Manager Rebecca S. Denlinger, Assistant Borough Manager Ann Roda, Public Works Director Jeff Kinsey, Planning and Zoning Director Pamela Roberts and Mayor Mummert.

President Hershey called the meeting to order at 7:00 p.m. He stated that Borough Council met in an Executive Session prior to the meeting to discuss a personnel matter.

Public Comment

1. Stan Daubert thanked borough staff for posting the agendas in advance of the meetings and thanked borough council for beginning to approve meeting minutes at each subsequent public meeting rather than at the end of each month.
2. Ben Craddock with Lancaster Civil Engineering Company thanked Borough Council for selecting his firm to be Elizabethtown Borough's Engineer of Record.

Presentation

PA Representative David Hickernell presented two citations to Mayor Mummert. The citations were from the PA House of Representatives and the PA Senate House in recognition of Mayor Mummert being named 2021 Mayor of the Year by the Association of Mayors of the Boroughs of Pennsylvania.

Approval of Meeting Minutes

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

1. Public Meeting, October 21, 2021
2. Budget Meeting, October 28, 2021

Old Business

1. Borough Manager Denlinger stated that for the Market Street paving project PennDOT has confirmed the project information and the construction timeline has not changed. The project will be let March 17, 2022 and then Notice to Proceed will follow 6 weeks after. The project will be completed by the fall of 2022 and there are no changes in the scope of work. She added that staff is working with HRG toward the completion of our Manhole Replacement Project (frame and cover replacement) along Market Street. The work will be proposed to take place in advance of, and in coordination with, PennDOT's work.

President Hershey asked if PennDOT would be milling this fall. Denlinger responded that PennDOT has not changed their approach since asked earlier in the year and will not be conducting any milling or other work along Market Street in advance of the planned project.

Del Becker, Executive Director with Elizabethtown Area Water Authority, stated that EAWA is finalizing plans for the South Market water main replacement between College Avenue and Arch Street with hopes of letting the bid package toward completing installation before PennDOT begins their work. He added that a portion of the project at the intersection of College Avenue and South Market Street is challenging due to the need to replace pipe that is located beneath the culverts where the branch of Conoy Creek is underground. The formal approval for their work comes through the PennDOT HOP approval process. Given the tight timeframe to have the replacement completed prior to paving, Becker asked if the Borough would consider allowing 24-hour work time.

President Hershey asked about a traffic plan for the work area. Becker added that the line would be relocated to the middle of the road and the engineer is hopeful to be able to keep one lane of traffic open while work is underway. He added that the line has to be in the middle of the road given other pipes currently located in the area. Vice-President Ketchum asked what the long-term plan was for the replacement. Becker responded that it would have been completed prior to the next paving project.

President Hershey asked if there were any objections to the 24-hour work time. There were no objections raised and Hershey asked Denlinger and Becker to continue to coordinate the projects together.

2. Borough Manager Denlinger provided an update on the Fiscal Year 2022 Budget process that staff are continuing to review the budget to reduce projected spending for 2022. President Hershey asked for the next version to be provided to council the Friday before the next scheduled budget meeting.
3. Borough Manager Denlinger reviewed a request that was received from the Marriage Hub seeking the removal of two trees on the square that are currently blocking the historic marquee at 18 N Market Street (the old historic Moose building). The request stated that the two trees that were planted by the borough have grown up to the point where they significantly block the marquee from view for traffic heading North on Market Street.

President Hershey, Councilpersons Troutman and Shaud indicated that they were not in favor of removing the trees. Councilperson McCloud added that trees should remain unless it is dead, dying or dangerous. Denlinger noted that Borough Council could form a Shade Tree Commission or that staff could be asked to create a work plan for reviewing the Borough's street trees.

It was motioned by Councilperson Shaud, seconded by Councilperson Troutman, to reject the request to remove the two trees in front of 18 N. Market Street. Motioned passed unanimously.

4. Assistant Borough Manager Roda provided an overview of the Borough Facility Capital Projects, in particular the proposed changes to the Police and Administration building on the 600 South Hanover Street Campus.

Councilperson Clark asked if the proposed changes would meet all of the space and storage needs. Denlinger responded that the proposed changes are looking to address the needs for the next 5-10 years. President Hershey asked councilmembers to review the proposals and other capital projects for the next Budget Meeting.

New Business

1. It was motioned by Councilperson Troutman, seconded by Councilperson Clark, to approve Change Order No. 2 for the Elizabethtown Scour Critical Bridge Rehabilitation Project. Motion passed unanimously.

After a motion by Councilperson Clark, seconded by Councilperson McCloud, the meeting was adjourned at 7:55 p.m.

Respectfully Submitted,

Rebecca S. Denlinger
Borough Manager