

**ELIZABETHTOWN BOROUGH COUNCIL  
SPECIAL BUDGET PUBLIC MEETING**

**November 9, 2023**

**Minutes**

A public meeting of Elizabethtown Borough Council was held on Thursday, November 9, 2023. Present were Councilmembers Tom Shaud, J. Marc Hershey, Phil Clark, Jeff McCloud and Jay Hynicker. Also in attendance were Borough Manager Ann Roda, Finance Assistant Kim Leverentz, Public Works Director Jeff Kinsey, and Elizabethtown Police Interim Chief Shane Deardorff. Absent from the meeting included Councilmember Lanty Moss and Mayor Chuck Mummert.

President Hershey called the Public Meeting to order at 6:00 PM. He noted that Borough Council met in an Executive Session on Saturday, November 4, 2023 to discuss a police personnel matter.

**Public Comment**

1. Richard Sheidy, Lemon Street, thanked Councilperson Shaud and Councilperson Clark for their many years of service to Elizabethtown Borough.

**Old Business**

1. It was motioned by Vice President Clark to approve the release of \$41,827.46 remaining in the Letter of Credit for the Conoy Crossing Phase 4-5 Subdivision and Land Development Plan. Councilperson Shaud seconded the motion. By unanimous vote, Borough Council approved the release of the remaining Letter of Credit for Phase 4-5 Subdivision and Land Development Plan.
2. It was motioned by Councilperson Shaud to sign the Authorization Letter with Boyer & Ritter for Auditing Services. Councilperson Hynicker seconded the motion. By unanimous vote, Borough Council approved signing the Authorization Letter with Boyer & Ritter for Auditing Services.
3. Council President Hershey then lead councilmembers through a discussion of the remaining funds of the draft Fiscal Year 2024 Budget. There was discussion of projects in the sewer revenue fund and the potential need for a rate increase. Staff was directed to work through various scenarios of a rate increase and covering projected expenses. For planned interfund transfers there was discussion of a transfer to the Parks Fund and the Capital Reserve Fund to maintain consistency with the Financial Policies. Councilmembers also discussed the potential of a millage rate increase as an incremental step to fund needed infrastructure projects. At the conclusion of the discussion, President Hershey asked Borough Manager Roda to revise the draft Fiscal Year 2024 Budget for review at the November 30, 2023 meeting and for staff to evaluate the draft material for roughly an 11% cut in expenses.

## **New Business**

1. It was motioned by Councilperson Shaud to authorize the closing of the Capital Reserve Fund and opening a replacement fund. Councilperson McCloud seconded the motion.

## **Council Remarks**

- Councilperson McCloud thanked members of his ward for re-electing him to serve another term.
- Councilperson Hynicker thanked members of the public for attending.
- Councilperson Shaud had no remarks.
- Vice-President Clark thanked the public for attending and congratulated Jeff Winterborne on his successful election.
- President Hershey had no remarks.

President Hershey announced that Borough Council will meet in Executive Session following the public meeting to discuss uniform and non-uniform personnel matters.

## **Adjourn**

Upon motion by Councilperson Shaud and second by Councilperson McCloud, and without objection, the meeting was adjourned by President Hershey at 8:27 PM.

Respectfully Submitted,

Ann Roda  
Borough Manager