

**ELIZABETHTOWN BOROUGH COUNCIL**  
**REGULAR MEETING**  
**December 15, 2016**  
**Minutes**

The regular meeting of Elizabethtown Borough Council was held on Thursday, December 15, 2016 at 7:00 p.m. at the Borough Office. Present were Councilmembers Phil Clark, J. Neil Ketchum, Jr., Jeff McCloud, Tom Shaud, Dr. C. Dale Treese and J. Marc Hershey. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Cindy Foster, Public Works Director Wayne Devan, Planning & Zoning Director Rodney Horton, Police Chief Jack Mentzer and Mayor Chuck Mummert.

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

1. Regular Meeting—November 17, 2016
2. Work Session Meeting—December 1, 2016

**Special Recognitions**

1. Mummert presented proclamations/awards to the following 2016 holiday parade participants:
  - a. Angel Sponsor Recognition
    - i. Conewago Post 329, American Legion
    - ii. Kiwanis Club of Elizabethtown
    - iii. Union Community Bank
  - b. Commercial Winners
    - i. First Place—Elizabethtown Sporting Goods
    - ii. Second Place—Elizabethtown Family Chiropractic
  - c. Non-Profit Winners
    - i. First Place—Kiwanis Club of Elizabethtown
    - ii. Second Place—Girl Scout Troops 71455 & 70413
  - d. Judges' Choice Award
    - i. Masonic Village @ Elizabethtown

**Public Comment**

1. **Richard P. Sheidy, 350 Lemon Street**, expressed his hopes that Council would hold the line and pass the 2017 budget without a tax increase.

**Reports**

1. The Financial Report was unanimously approved after a motion by Ketchum, second by Clark.
2. The Code Enforcement Report was provided as an informational item.
3. The Fire Company responded to 54 calls during the month of November, 23 of which were in the Borough, with an average response time of 4 minutes 35 seconds.
4. Northwest EMS responded to 138 calls in the Borough during the month of October, and 116 calls in the Borough during the month of November, bringing the year-to-date total for Borough calls to 1,276.

**Old Business**

1. Motion by Treese, second by McCloud, to reject a request from Conoy Crossing Phase 2A for waiver of the performance bond requirement for dedication of the Masonic Drive bridge. Jake Olweiler, developer, requested reconsideration of the request citing a financial burden. Council's general consensus was that the bond requirement as stated in the ordinance serves as an insurance policy protecting the Borough for an additional 18-month period. After the vote was called the motion to reject carried unanimously.

2. Motion by Clark, second by Shaud, to authorize advertisement of an ordinance accepting dedication of Conoy Crossing Phase 2A public infrastructure within the Borough of Elizabethtown. Motion carried unanimously.
3. General Discussion – Proposed 2017 Budget  
Ryan reported that the most recent changes in the proposed 2017 budget resulted in General Fund revenues of \$6,597,465 and expenses of \$6,826,533 leaving an unappropriated balance of \$299,068. Hershey noted that these changes included dedicating an officer to the Lancaster County Drug Task Force and additional highway/streets department personnel.
4. Motion by Ketchum, second by Treese, to adopt Resolution 2016-16 dedicating the unappropriated balance for 2016 to the beginning balance for 2017. Motion carried unanimously.
5. Motion by Treese, second by Ketchum, to adopt Ordinance No. 979 establishing the real estate tax millage rate for 2017 at 5.6 mills. While Council was sympathetic to Sheidy's earlier comments, the general consensus was that small increases were preferable to allow planning for future capital expenses. After a roll call vote the motion carried unanimously.
6. Motion by Clark, second by Treese, to adopt the 2017 Borough Budget for all funds and accounts. Motion carried unanimously.
7. Motion by McCloud, second by Ketchum, to adopt Resolution 2016-17 establishing a paving program policy for the Borough of Elizabethtown. Motion carried unanimously.
8. Motion by Shaud, second by McCloud, to adopt Resolution No. 2016-18 amending the Fee Schedule of the Borough of Elizabethtown to add a fee for evidential breath testing effective January 1, 2017. Motion carried unanimously.
9. Motion by Clark, second by Treese, to adopt Ordinance No. 980 amending portions of Chapter 5, Code Enforcement, Part 1, Existing Structures and Property Maintenance Code (ESPMC) relative to swimming pool maintenance. After a roll call vote the motion carried unanimously.
10. Motion by Clark, second by Shaud, to adopt Resolution 2016-19 transferring property at 400 East Willow Street to Friendship Fire and Hose Company No. 1. Motion carried unanimously with the exception of Hershey who abstained.

### **New Business**

1. Motion by Treese, second by Ketchum, to adopt Resolution No. 2016-20 authorizing disposal of certain records in accordance with the schedule as set forth in the Municipal Records Manual approved on December 8, 2008. Motion carried unanimously.
2. Motion by Ketchum, second by McCloud, to approve the following appointments:
  - b. Rick Jones, 901 Spring Garden Street, to a three-year term on the Zoning Hearing Board expiring December 31, 2019.
  - c. Roni Ryan, 600 South Hanover Street, to a five-year term on the Elizabethtown Industrial Development Authority expiring December 31, 2021.
  - d. Phil Clark, 585 Mulberry Street, to a three-year term on the Greater Elizabethtown Area Recreation & Community Services (GEARS) Board expiring December 31, 2019.
  - e. Ken Reighard, 657 Groff Avenue, to a one-year term on the Vacancy Board expiring December 31, 2017.
  - f. Morgan, Hallgren, Crosswell & Kane, PC—Solicitor
  - g. Eckert Seamans Cherin & Mellott—SolicitorMotion carried unanimously with the exception of Clark who abstained.

3. Motion by Clark, second by McCloud, to approve Requisition #004 dated December 5, 2016 in the amount of \$86,152.32 for the Elizabethtown Pedestrian & Bicycle Pathway Phases III-IV Project payable to Jay Fulkroad & Sons, Inc. Motion carried unanimously.

**Bills Payable**

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

General Fund.....	\$125,244.15
Sewer Fund .....	\$561,811.73
Capital Reserve Fund.....	\$38,535.74
Subdivision Escrow Fund .....	\$1,447.11
Parks Fund .....	\$13,210.72

Motion carried unanimously.

Following a motion by Shaud, second by McCloud, the meeting unanimously adjourned at 7:55 p.m.