

**ELIZABETHTOWN BOROUGH COUNCIL**  
**REGULAR MEETING**  
**December 20, 2018**  
**Minutes**

The regular meeting of Elizabethtown Borough Council was held on Thursday, December 20, 2018 at 7:00 p.m. at the Borough Office. Present were Councilmembers, Bill Troutman, Tom Shaud, J. Neil Ketchum, Jr., J. Marc Hershey, Phil Clark, and Jeff McCloud. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Ann Roda, Chief Cunningham, Acting Public Works Director Jeff Kinsey, Planning and Zoning Director Pamela Craddock and Mayor Chuck Mummert.

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

**Public Comment**

1. Richard Sheidy, 350 Lemon Street, thanked the Public Works Crew for paving Peach Alley.

**Approval of Minutes**

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

1. Regular Meeting – November 15, 2018
2. Work Session Meeting – December 6, 2018

**Reports**

1. The Financial Report was unanimously approved after a motion by Ketchum and second by Troutman.
2. There were no questions on the Code Enforcement report.
3. The Fire Company responded to 45 calls during the month of November, 14 of which were in the Borough, with an average response time of 6 minutes 15 seconds.
4. Northwest EMS responded to 104 Borough calls during the month of November bringing the year-to-date total for Borough calls to 1,210.

**Old Business**

1. It was motioned by Clark, seconded by Troutman, to approve Ordinance No. 989 establishing a real estate tax millage rate of 4.4 for 2019. The motion carried unanimously via roll call vote.

2. It was motioned by McCloud, seconded by Ketchum, to approve Resolution 2018-16 dedicating the General Fund unappropriated balance of 2018 to the General Fund beginning balance for 2019. The motion carried unanimously.
3. It was motioned by Clark, seconded by Shaud, to approve adoption of the 2019 Borough Budget for all funds and accounts. The motion carried unanimously.

### **New Business**

1. It was motioned by McCloud, seconded by Troutman, to approve payment in the amount of \$88,505.13 to eciConstruction, LLC for work performed on the Elizabethtown Public Works Garage (Invoice No. 30.18062.2). The motion carried unanimously.
2. It was motioned by McCloud, seconded by Troutman, to approve Change Order #2 for the Elizabethtown Public Works Garage Project in the amount of \$5,129.00 for a revised contract amount of \$3,735,729.00. The motion carried unanimously.
3. It was motioned by McCloud, seconded by Troutman, to approve the appointment of Christine Seitz to the Planning Commission for a four year term to expire December 31, 2022 effective January 1, 2019. The motion carried unanimously.
4. It was motioned by McCloud, seconded by Troutman, to approve the appointment of Roger Powl to the Zoning Hearing Board for a three year term to expire December 31, 2021 effective January 1, 2019. The motion carried unanimously.
5. It was motioned by Clark, seconded by Ketchum, to approve Resolution 2018-17 providing signature authorization for the drawing of GOB Series 2018 funds for the Public Works Garage construction project. The motion carried unanimously.
6. Elizabethtown Borough Chief of Police Ed Cunningham provided an update on Second Chance PA which is a program working in conjunction with Blueprints for Addiction Recovery. It is developed to be an avenue for police to help those struggling with addiction and assist with obtaining treatment.
7. It was motioned by Ketchum, seconded by Clark, to acknowledge the end of Chief of Police Ed Cunningham's probationary period and approve accompanying salary adjustments as previously agreed. The motion carried unanimously.
8. It was motioned by Ketchum, seconded by Shaud, to approve a Municipal Yard Waste Marketing Agreement with the Borough of Columbia for delivery and processing of yard waste from Elizabethtown Borough at the Columbia Borough Farm. The motion carried unanimously.

**Bills Payable**

Motion by McCloud, second by Troutman, to pay the bills and budgeted transfers as presented:

General Fund.....	\$215,914.36
Sewer Fund .....	\$221,039.29
Capital Reserve Fund.....	\$3,034.50
Construction Fund.....	\$94,052.03
Train Station Fund .....	\$2,445.82
Subdivision Escrow Fund .....	\$1,195.88
Parks Fund .....	\$1,532.53

The motion carried unanimously.

**Adjourn**

Following a motion by Shaud, second by McCloud, the meeting unanimously adjourned at 7:32 p.m.

Respectfully Submitted,

Roni Ryan  
Borough Manager