

ELIZABETHTOWN BOROUGH COUNCIL
PUBLIC MEETING
December 2, 2021
Minutes

A public meeting of Elizabethtown Borough Council was held on Thursday, December 2, 2021. Borough Council members in attendance included Tom Shaud, Bill Troutman, 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. Absent from the meeting was Councilperson Phil Clark.

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

Public Comment

There was no public comment.

Approval of Meeting Minutes

After a motion by Councilperson Troutman, second by Councilperson Shaud, Borough Council voted unanimously to approve the November 18, 2021 Public Meeting minutes

Old Business

1. It was motioned by Councilperson McCloud, seconded by Councilperson Troutman, to approve Resolution 2021-07 establishing an Elizabethtown Fire Department Capital Contribution. Motion passed unanimously with President Hershey abstaining from the vote.

Vice-President Ketchum clarified prior to the vote that the resolution was to continue implementation of the 2013 Fire Study.

2. President Hershey stated that there were no public comments or questions received on the Proposed Fiscal Year 2022 Budget. He asked if any Councilpersons had any remaining questions or revisions to suggest. There were no questions or suggested revisions.

It was motioned by Councilperson Troutman, seconded by Councilperson McCloud, to approve the Fiscal Year 2022 Budget. Motion passed unanimously.

3. It was motioned by Councilperson Troutman, seconded by Vice-President Ketchum, to approve Resolution 2021-08 committing balances for Health Insurance, Train Station, and Unemployment Compensation and reserving funds for approved expenditures using American Rescue Plan Act Funding. Motion passed unanimously.

4. It was motioned by Councilperson Troutman, seconded by Councilperson Shaud, to approve Resolution 2021-09 dedicating the unappropriated General Fund Balance from Fiscal Year 2021 to be the starting General Fund balance in Fiscal Year 2022. Motion passed unanimously.

Councilperson McCloud asked for clarification on the unappropriated balance in excess of \$517,000 being transferred to the Capital Reserve Fund. President Hershey responded that the transfer in excess of \$517,000 is a deviation from the Fiscal Policy but because the Capital Reserve Fund is below the stated balance this transfer seeks to bring the balance up.

5. The adoption of the Fiscal Year 2022 Budget for all Funds and Accounts was approved as part of the second agenda item.
6. It was motioned by Vice-President Ketchum, seconded by Councilperson Troutman, to approve Ordinance No. 1002 establishing a Real Estate Tax Rate of 5.1 mills for the 2022 Fiscal Year for the Borough of Elizabethtown. By Roll-Call vote, the motion was approved.

President Hershey clarified that the rate of 5.1 mills would equate to an additional \$75.00 annually on a house assessed at \$150,000.

7. It was motioned by Councilperson Troutman, seconded by Councilperson McCloud, to approve Ordinance No. 1003 amending the Elizabethtown Borough Code of Ordinances, Chapter 18, Sewers and Disposal, to increase the sewer rental rate. By Roll-Call vote, the motion was approved.

President Hershey asked how the sewer rate increase would affect ERSA. Borough Manager Denlinger responded that the sewer rate will not impact ERSA as the agreement is based on pre-arranged volume. She added that with an approved budget a Shared Sewer Budget will be sent to ERSA that will include capital projects planned for Fiscal Year 2022 which will form the basis of the ERSA payments.

8. It was motioned by Councilperson Troutman, seconded by Councilperson McCloud, to approve Resolution 2021-10 amending the Elizabethtown Borough Fee Schedule. Motioned passed unanimously.

Prior to the motion, it was stated by Assistant Borough Manager Roda that the fee schedule was amended for the refuse and recycling rate increase, sewer rental rate increase and to increase the amount for Transient Business Permits.

9. It was motioned by Councilperson McCloud, seconded by Councilperson Troutman, to approve Resolution 2021-11 assigning a Balance for Friendship Fire and Hose Company No. 1 Capital Reserve Account. Motion passed unanimously. No abstention was needed by President Hershey as it was an accounting method for funds approved previously.

New Business

1. It was motioned by Councilperson Shaud, seconded by Councilperson Troutman, to promote Detective Matthew T. Shuey to Corporal with the Elizabethtown Police Department effective December 13, 2021. Motioned passed unanimously.

Prior to the motion, President Hershey stated the agenda item is a result of previously held Executive Sessions and brings the consideration and decision to a public meeting.

After a motion by Councilperson Shaud, seconded by Councilperson Troutman, President Hershey adjourned the meeting at 7:29 PM.

Respectfully Submitted,

Rebecca S. Denlinger
Borough Manager