

ELIZABETHTOWN BOROUGH COUNCIL
WORK SESSION MEETING
December 5, 2019
Minutes

The Work Session Meeting of Elizabethtown Borough Council was held on Thursday, December 5, 2019 at the Borough Office. Present were Council members 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, Public Works Director Jeff Kinsey, Planning and Zoning Director Pamela Roberts, Chief Cunningham and Mayor Chuck Mummert.

President Hershey called the meeting to order at 7:00 p.m. and stated that council met in Executive Session to discuss a personnel matter.

Public Comment

1. Gregg Laszakovits, 422 N. Hanover Street, Pastor of the Church of the Brethren spoke in support of the resolution for continued resettlement of refugees in Elizabethtown Borough. He discussed how the congregation has supported the resettlement of refugees.
2. Daniel Tema, 1003 S. Locust Street, spoke of his experience as a refugee, the process and time it takes to resettle. He also spoke to his current experiences with school and sports.
3. Donald Crego, 6 Shybrook Court, spoke in support of the resolution and the positive outcomes of resettlement of refugees.
4. Gina Strouse, 190 Westview Drive, spoke of her experience working with families to get them settled.
5. Matt Johnson, from Church World Services, stated that he was able to answer any questions council may have on the resettlement process. He also spoke of other communities in Lancaster and Dauphin counties that approved a similar resolution.
6. Pat William spoke in support of the resolution for continued resettlement of refugees and provided background on the Church of the Brethren involvement.

Administration

1. It was motioned by McCloud, seconded by Ketchum, to approve Resolution 2019-16 consenting to continued resettlement of refugees in Elizabethtown Borough. Motion passed unanimously.

President Hershey moved this agenda item to the beginning of the Administrative items, rather than the indicated item number eight. President Hershey asked if this resolution applies only to resettlement within the borough limits and if the borough assumes any liability. Pastor Laszakovits responded that this resolution does not make the borough liable for the process, would only be within the borough limits and only for those refugees currently going through the resettlement process. A follow-up question was asked in how many refugees have been resettled over the last 5-10 years. From the members of the public in attendance an answer of 20-30 was provided.

Bill Troutman asked about the vetting process. It was answered that it is typically 5 years in length and includes health screenings, background checks and personal interviews. Mayor Mummert asked if refugees stayed in private homes or with families. Attendees responded that refugees stay in a rental in which the expenses are initially paid for through available funds until the refugee becomes established with a job. An individual will stay in contact regularly with the refugee.

Jeff McCloud commented that Pastor Laszakovits brought this item to his attention and he thanked the attendees for their information provided during public comment. President Hershey also noted that he was contacted by Pastor Laszakovits and that this was a humbling initiative and appreciated the information that was provided.

2. It was motioned by Ketchum, seconded by Troutman, to approve Resolution 2019-13 updating the Borough's fee schedule effective January 1, 2020. Motion passed unanimously.

Borough Manager Ryan noted that the resolution was presented to them at a previous meeting in draft form. The fee schedule would be effective January 1, 2020 and updates are made to address 1) contracted services of uniformed employees and 2) dog pick up fees.

President Hershey asked for clarification on the fees for alarm system. Chief Cunningham stated that fees are for burglar alarms and are charged following the schedule that is outlined in the resolution.

3. It was motioned by Clark, seconded by Troutman, to approve Resolution 2019-14 dedicating the General Fund unappropriated balance as of December 31, 2019 as the beginning balance of the General Fund on January 1, 2020. Motion passed unanimously.
4. It was motioned by Shaud, seconded by Clark, to approve Ordinance No. 994 establishing the real estate tax millage rate at 4.6 mills for the year 2020. Following a roll call vote the motion passed unanimously.

Borough Manager Ryan noted that the Unappropriated balance for 2020 is projected to be \$101,187. The current millage rate is 4.4 and a one tenth increase would be \$62,871, a two tenth increase would be \$125,741, and a four tenth increase would be \$251,482.

President Hershey started that discussion with raising the millage rate two tenths knowing that there is at least one item (Park renovations) on the horizon and the Capital Reserve Fund will dip below established benchmark. He also noted the ongoing discussions regarding GEARs as an unknown future item. Shaud was evaluating a one tenth increase but did acknowledge the points from President Hershey as important to keep in mind. Jeff McCloud asked if the difference could be split as a compromise. Vice-President Ketchum was in agreement with the two tenths. Clark agreed with the points made concerning upcoming projects. It was discussed that the millage rate increase would be a transfer to the Capital Reserve Fund.

5. It was motioned by Clark, seconded by McCloud, to approve, with the millage rate and

transfer adjustments, the 2020 Budget for all funds and accounts. Motion passed unanimously.

6. It was motioned by Ketchum, seconded by Clark, to approve the advertisement of an ordinance amending certain sections of Chapter 1 (Administration and Government), Chapter 2 (Animals), Chapter 5 (Code Enforcement), Chapter 15 (Motor Vehicles and Traffic), Chapter 17 (Stormwater Management), and Chapter 20 (Solid Waste) of the Borough's Code of Ordinances. Motion passed unanimously.

Planning and Zoning Director Roberts stated that the draft revisions were presented to council in September. The draft revisions were reviewed by the Borough's Solicitor and her recommendations of minor edits were incorporated to make the revisions clear and consistent with existing ordinances. Roberts added that the zoning revisions were separated and will be presented as a separate amendment based on the review and comment requirements.

President Hershey asked if there was any cost savings or efficiency in holding this advertisement for the zoning amendments. Roberts noted that it does not make much of a difference in costs or efficiency of work.

7. It was motioned by Clark, seconded by Shaud, to approve the sale of the following vehicles and equipment to the highest bidders:
 - A. 2016 F-150 4X4 Supercrew cab XLT Series truck to Allen Martin of Lititz, PA in the amount of \$22,522.00.
 - B. Aries Mainline Camera System to Beata Sadowski of Howell, MI in the amount of \$4,750.00.
 - C. Wacker Neuson BS60-2 tamper to Wendy Mutter of Bally, PA in the amount of \$795.00.
 - D. 1977 International 464 tractor to Marlin Miller of Lancaster, PA in the amount of \$3,600.00.
 - E. Body Guard vehicle push bar to Tim Seyfert of Shoemakersville, PA in the amount of \$100.00.
 - F. 4 new 265 – 70R17 SUV tires to Robert Souders of Ephrata, PA in the amount of \$360.00.
 - G. 4 new 265 – 70R17 SUV tires to Kim Moore of Tylersport, PA in the amount of \$460.00.Motion passed unanimously.

8. It was motioned by Ketchum, seconded by McCloud, to approve Resolution 2019-15 supporting House Bill 474, an act amending Title 8 of the Pennsylvania Consolidated Statutes, in storm sewers and watercourses, further providing for authority of boroughs and for manner of financing work. Motion passed unanimously.

Borough Manager Ryan stated that the resolution would indicate support for House Bill 474 which provides authority to boroughs to implement a stormwater fee to comply with EPA regulations. This authority is important and would allow the borough to institute a stormwater management fee without having to create a separate authority. The fee would be used to meet and achieve MS4 and Pollutant Reduction Plan requirements.

9. It was motioned by Troutman, seconded by McCloud, to approve, with revision discussed, Resolution 2019-17 amending the Rules of Decorum for Borough Council meetings. Motion passed unanimously.

Borough Manager Ryan noted that in 2018, Borough Council discussed updating the Rules of Decorum for Borough Council meetings and a draft Resolution adopting revised Rules of Decorum was introduced, but no action taken due to other budget discussions underway at the time. The last time the Rules of Decorum were updated is 2013.

Vice-President Ketchum asked for clarification if this would be impacting this council session or next session. Ryan responded that it would not impact this session. President Hershey asked about the definition associated with meeting schedule and if that binds council to a schedule for two years. Ryan responded that the definition would bind council to the schedule that is adopted at a Reorganization meeting but stated it could be revised to be first meeting of every year. Council members agreed with the revision that the meeting schedule would be set at the first meeting of each year.

Police Department

1. Chief Cunningham presented the monthly report for the month of November and noted nothing significant to highlight. Large cases from earlier in the year coming to trial. New officers doing well. Preparing for the parade. 2:30 road closures will start to go into effect 330 Market. Roads will reopen when it is safe. Detour routes have been published.

After a motion by Clark, seconded by McCloud, the meeting was adjourned at 7:58 p.m.

Respectfully Submitted,

Roni Ryan
Borough Manager