

**ELIZABETHTOWN BOROUGH COUNCIL  
PUBLIC MEETING  
December 21, 2023  
Minutes**

A public meeting of Elizabethtown Borough Council was held on Thursday, December 21, 2023. Present were Councilmembers Lanty Moss, Tom Shaud, Jeff McCloud, Jay Hynicker, J. Marc Hershey, and Phil Clark. Also present were Borough Manager Ann Roda, Assistant Borough Manager Pamela Roberts, Public Works Director Jeff Kinsey, Elizabethtown Police Lieutenant Jesse Schlotzhauer, and Mayor Mummert.

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

**Public Comment**

1. Jeff Winterborne, 1006 Huntington Lane – Mr. Winterborne stated that he has served on the Elizabethtown Library Board for many years, most recently serving as the Chair of the Board. He will be stepping down from the Board to serve on Borough Council but he wanted to express his thanks to the Borough for the support they have shown for the library over the years.
2. Stan Daubert, 308 S Mount Joy Street – Mr. Daubert expressed his thanks to Councilmember Clark and Councilmember Shaud for their service on Borough Council. He stated that he doubts there is anyone else who knows more about Elizabethtown than Councilmember Clark. He also said that Councilmember Shaud has done a great job to guard the park. Mr. Daubert also wanted to state that he is in support of the current trash program and would not like to see the number of trash bags allowed at pickup increased. He and many of his neighbors put out one bag or less a week for pickup and he does not want to pay the increase in trash fees that would be associated with more bags. He also expressed disappointment in the proposed increase of the sewer rate and real estate tax rate.

**Approval of Meeting Minutes**

1. After a motion by Vice-President Clark, and second by Councilmember Hynicker, Borough Council voted unanimously to approve the December 7, 2023 Public Meeting minutes.

**Reports**

1. Borough Council unanimously approved the Financial Report and PLIGT Report as submitted after a motion by Councilmember McCloud and second by Councilmember Hynicker.
2. Lieutenant Schlotzhauer announced Gillian Toomey passed her State Certification exam and graduated from the Police Academy. He stated that on January 27, 2024 at 11am, Gillian Toomey will be sworn in as an Elizabethtown Borough Police Officer by Mayor Mummert. There were no questions on the November 2023 Elizabethtown Police Department Report.
3. There were no questions on the November 2023 Code Enforcement Report.

4. There were no questions on the November 2023 Fire Company Report. The Fire Company responded to 51 calls in November with 22 of those calls being located within the Borough. After briefing Council on the report, Councilmember Shaud explained that he spent a lot of time when he was young at the fire department. He felt that it was a great place to grow up and learn a whole new set of skills. He encourages young people to volunteer.
5. Northwest EMS responded to 746 calls during the month of November 2023, of which 133 were within the Borough, which is 17.83% of calls. Year to date, Northwest EMS has responded to 8,126 calls with 19.81% occurring in the Borough.
6. There were no questions on the November 1, 2023 and November 13, 2023 Elizabethtown Area Water Authority Reports.
7. There were no questions on the September 2023 and October 2023 GEARS Reports.
8. There were no questions on the MESA reports from November 8, 2023, November 15, 2023, and November 29, 2023. President Hershey stated that MESA continues to be on tract to take over for Northwest Regional EMS on February 4, 2024. Mailers with additional information will be sent out in the coming weeks to residents in the service area.

### **Old Business**

1. Borough Manager Roda updated Council on the last pickup for pickets from the FunFort. The remaining pickets that were not picked up have been stored in the Plum Street Garage. In an effort to clean out the space, staff proposes final pickup for the pickets be until mid-February. Anyone who did not pickup their pickets will be encouraged to call the Borough office and if the picket is available, Public Works staff will bring the picket to the office for pickup. Any pickets that remain after the deadline in February will be disposed of.
2. Borough Manager Roda explained that the proposed Fiscal Year 2024 Budget was properly advertised for public inspection. No members of the public requested to inspect the proposed budget. Borough Manager Roda stated that there was a small error with the salary of the new position in the Planning and Zoning Department not carrying through to the total. She also stated that the final expenditures in 2023 will be higher than what was projected. Unfortunately, there have been a few high-cost repairs needed at the waste water treatment plant.
3. It was motioned by Councilmember Shaud to approve Resolution 2023-15 for Participation Members of the Volunteer Fire Department. This resolution will include participation members of the Volunteer Fire Department within the workers compensation insurance. Vice-President Clark seconded the motion. By unanimous vote, Borough Council approved Resolution 2023-15.
4. It was motioned by Councilmember Shaud to approve Resolution 2023-16 assigning a balance for Friendship Fire and Hose Company No. 1 Capital Reserve Account in the Fiscal Year 2024

General Fund Budget. Councilmember Hynicker seconded the motion. By unanimous vote, Borough Council approved Resolution 2023-16.

5. It was motioned by Vice-President Clark to approve Resolution 2023-17 assigning a balance for GEARS Second Floor Renovation Project in the Fiscal Year 2024 General Fund Budget. Councilmember Hynicker seconded the motion. By unanimous vote, Borough Council approved Resolution 2023-17.
6. It was motioned by Councilmember Hynicker to approve Resolution 2023-18 to commit balances for Health Insurance, Train Station, and Unemployment Compensation and to reserve fund for approved expenditures using American Rescue Plan Act Funding in the Fiscal Year 2024 General Fund Budget. Councilmember McCloud seconded the motion. By unanimous vote, Borough Council approved Resolution 2023-18.
7. It was motioned by Vice-President Clark to approve Resolution 2023-19 approving the dedication of the unappropriated General Fund Balance for the year ending December 31, 2023 toward the beginning balance of the Gernel Fund for the Fiscal Year beginning January 1, 2024. Councilmember Hynicker seconded the motion. By unanimous vote, Borough Council approved Resolution 2023-19.
8. Vice-President Clark stated that he was very thankful to staff for getting the deficit as low as possible. He noted that though there is still a deficit, which is the reason for the millage increase, it is a smaller deficit than what was still proposed at the beginning of the budget process. Councilmember Shaud stated that he hopes the public understands that the Borough is in a difficult position because it is unable to expand or build many new homes. There is no way to generate new revenue except by raising the millage rate on real estate tax. President Hershey stated that the neighboring townships have a significant amount of construction, which increases property values. With an increase in property values, the revenue increases without a millage increase. Unfortunately, as a landlocked borough, Borough Council has to make the tough decision to increase the millage rate as costs continue to stay high.

Councilmember Hynicker stated that it is important to remember that fixing utilities and infrastructure is expensive and can be unexpected. Councilmember McCloud said that this budget was a bit more difficult with a change in leadership so he wanted to express his thanks to Ann and Kim, as well as Shane, Pam, and Jeff, for all of their work on the budget this year. Mayor Mummert wanted to remind the public that he and Councilmembers are residents of the Borough and pay the same taxes and fees that the public does so they feel the impact of these decisions as well.

It was motioned by Vice-President Clark to approve the Proposed Fiscal Year 2024 Budget for All Funds and All Accounts with the modification of the millage rate from 6.2 mils to 6.0 mils. Councilmember McCloud seconded the motion. By unanimous vote, Borough Council approved the Proposed Fiscal Year 2024 Budget.

9. It was motioned by Councilmember McCloud to approve Ordinance No. 1012 to increase the sewer rental rate to \$120.00 per quarter for residential and \$0.0105 per gallon per quarter for

commercial for the 2024 Fiscal Year for the Borough of Elizabethtown. Vice-President Clark seconded the motion. By roll call vote, Borough Council unanimously approved Ordinance No. 1012.

10. It was motioned by Vice-President Clark to approve Ordinance No. 1013 establishing the real estate tax rate of 6.0 for the 2024 Fiscal Year for the Borough of Elizabethtown. Councilmember Shaud seconded the motion. By roll call vote, Borough Council unanimously approved Ordinance No. 1013.
11. Borough Manager Roda stated that the only change to the Fee Schedule is to reflect the increase of the residential and commercial sewer rental rate. All other fees would remain the same.

It was motioned by Councilmember McCloud to approve Resolution 2023-14 establishing the Elizabethtown Borough Fee Schedule and setting forth various fees for Borough Services that will be effective as of January 1, 2024. Councilmember Hynicker seconded the motion. By unanimous vote, Borough Council approved Resolution 2023-14.

### **New Business**

1. Assistant Borough Manager Roberts explained that the Zoning Hearing Board, in a decision dated December 23, 2019, granted variances to allow the driveways for Lots 90 and Lot 100 of the Conoy Crossing Phase 4-5 Subdivision and Land Development Plan to be within a clear sight triangle and within 40 feet of the right of way lines of intersecting streets. As part of this decision, Conoy Crossing agreed to place stop signs at each approach of the Maize Circle and Broken Arrow Drive intersection, making it a three-way stop. Staff has received a number of complaints regarding the stop signs on Maize Circle. Frequently, drivers are not stopping at the signs on Maize Circle, which is causing concerns about safety. Lancaster Civil conducted a review of the intersection and does not feel that stop signs on Maize Circle are warranted. Staff communicated with Solicitor Cleary who stated that it is not necessary to go back to the Zoning Hearing Board because Conoy Crossing met their obligations.

It was motioned by Councilmember Shaud to approve the removal of two stop signs on Maize Circle at the intersection with Broken Arrow Drive. Vice-President Clark seconded the motion. By unanimous vote, Borough Council approved the removal of the stop signs.

2. Assistant Borough Manager Roberts explained that Mount Joy Township is proposing to revise their official recreational facilities map. Because the MJT trails connect to the Borough, the Municipal Planning Code requires MJT to submit the change to Elizabethtown Borough for review and comment. There appears to be two major changes to the map; differentiating between existing facilities, proposed facilities and Lancaster Conservancy facilities as well as proposing a new township park on Shaeffer Road.

Borough Council had very few comments about the proposed changes. President Hershey commented that it was difficult to tell on the map but they would encourage MJT to continue

making pedestrian access from the Elizabethtown Area High School property to Route 743 a priority.

3. President Hershey polled other Councilmembers as to whether it would be possible to have one meeting a month in the morning to allow members of the public with different schedules to attend the meeting. After discussion, it was determined that meetings would continue as they have been in recent years, with a meeting on the first and third Thursday of the month at 7pm.

### **Bills Payable**

Upon motion by Councilperson Hynicker and second by Councilperson McCloud, Borough Council voted unanimously to approve the list of monthly bills as presented:

General Fund	\$311,102.88
Sewer Fund	\$223,758.37
Capital Reserve Fund	\$27,872.63
Sewer Capital Projects Fund	\$31,732.17
Subdivision Escrow Fund	\$2,610.00
Parks Fund	\$142,815.07

### **Mayor Remarks**

- Mayor Mummert started his remark by welcoming winter. He apologized for missing the Holiday Parade but he was unable to attend because he was ill. He stated it was a joy to work with Councilmember Shaud and Vice-President Clark and thanked them both for their time on Council. He also wished everyone a very Merry Christmas from the Mummerts.

### **Council Remarks**

- Councilmember McCloud stated that he was elected the same year as Councilmember Shaud and Vice-President Clark and it has been a pleasure to serve on Borough Council with them. He said that he can't think of any else who loves Elizabethtown Borough more than Councilmember Shaud and Vice-President Clark. He said that it's great to get to know all members of Council while working with them.
- Councilmember Hynicker expressed his gratitude to Councilmember Shaud and Vice-President Clark. He does not think that he will be able to serve 16 years but thanked them for their time serving on Borough Council.
- Councilmember Moss expressed his thanks to both Councilmember Shaud and Vice-President Clark. He also stated that the veteran banners are looking great in town and he is happy to see more go up all the time.
- Councilmember Shaud stated that he has served on Council through 4 managers and 3 police chiefs. He stated that it has been an honor to serve on Borough Council. His heart is in the town and the park. He appreciated working with other Councilmembers and working as a team to serve the community. He encouraged Council-elects to also work as a team when they

begin their term on Council because he feels that is the best way to get the most done for the community.

- Vice-President Clark thanked the public for attending the meeting and his thanks to Mr. Daubert and Mr. Sheidy for their kind words. He wanted to remind the public of the Welcome 2024 celebration on New Years Eve. He expressed his thanks to current and past staff, as well as members of Council. He has enjoyed his time on Council and he hopes that the Council-elects also enjoy their time serving. He stated that it was not an easy decision to not run for Council again but it was the right one.
- President Hershey expressed his thanks to Ken Dyer and the street department for the work that was done to decorate the downtown. He also expressed his thanks to Councilmember Shaud and Vice-President Clark for their service on Council. He said that both men brought different views to Council which were very productive for discussions and ultimately helped the community. He looks forward to working with the Council-elects. He also expressed his thanks to staff for their work to keep the Borough running and that he appreciates the work they do every day.

### **Adjourn**

For the last time, it was motioned by Councilmember Shaud and seconded by Vice-President Clark to adjourn. Without objection, the meeting was adjourned by President Hershey at 8:06 PM.

Respectfully Submitted,

Ann Roda  
Borough Manager