

**ELIZABETHTOWN BOROUGH COUNCIL**  
**WORK SESSION**  
**May 5, 2016**  
**Minutes**

Elizabethtown Borough Council held its monthly work session meeting on Thursday, May 5, 2016, at 7:00 p.m. at the Borough Office. Present were Councilmembers J. Neil Ketchum Jr., Tom Shaud, and J. Marc Hershey. Jeff McCloud and Dr. C. Dale Treese were absent, and Phil Clark arrived shortly after the meeting began. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Cindy Foster, Planning & Zoning Director Rodney Horton, Public Works Director Wayne Devan, Police Chief Jack Mentzer, and Mayor Chuck Mummert.

**Public Comment**

1. **Richard P. Sheidy, 350 Lemon Street**, commended Greg Gobrecht for the outstanding job he does maintaining the landscaping at the Borough Office.

**Council heard the following informational reports:**

**1. Administration**

- a. **Lime Street Sanitary Sewer Project Change Order**—Devan explained that the Lime Street Sanitary Sewer Project is underway and spans a section of three manholes and main replacement to address inflow and infiltration issues. As the project came in well under budget, staff is requesting a change order to the project in the amount of \$75,004.00 to add an additional two manholes encompassing approximately 450 linear feet of additional pipe. The area in question is too deep for Borough crews to address, and the additional work is still within the original budgeted amount for this project.

**Action Item**

Motion by Clark, second by Ketchum, to approve Change Order 2016-1 in the amount of \$75,004.00 to the Lime Street Sanitary Sewer Project. Motion carried unanimously.

- b. **Ordinance Amendments**—Horton provided an update of the proposed ordinance amendments and reviewed the schedule for adoption.
- c. **PLGIT Report**—Ryan reported that staff has been meeting with its current depository, BB&T, as well as the Pennsylvania Local Government Investment Trust (PLGIT) to review banking fees and services. These meetings revealed that significant savings could be realized without compromising service by moving to PLGIT. If Council authorizes this change, an account with BB&T would still be maintained for cash deposits from which periodic transfers would be made to the PLGIT account.

**Action Item**

Motion by Clark, second by Shaud, to select the Pennsylvania Local Government Investment Trust (PLGIT) as the Borough's primary financial institution going forward. Motion carried unanimously.

- d. **Chamber of Commerce Update**—Ketchum reported that the Borough's subcommittee met with the Chamber's Downtown Subcommittee earlier this week during which time dates, plans for future activities, follow up on past discussions, and status of deliverables related to the Memorandum of Understanding were discussed. It is expected that a presentation on the results of this work will be made within the coming month.

- e. EAWA Update—Sheidy reported that he attended his first meeting as an EAWA Board member last night and realizes the civic responsibility that goes along with the post. He expressed his appreciation for the opportunity to serve the community in this capacity.

## **2. Police Department**

- a. Mentzer reviewed Police Department Monthly Report.
- b. Police Department Staffing Update—Mentzer reviewed his request last month to hire two additional officers in an attempt to bring the staffing levels back to 12 uniformed officers and, once the training period is complete, to promote an officer to create a third detective position. Interviews are scheduled next week and Mentzer felt confident that there are multiple qualified candidates to consider. Council's general consensus was to move forward with hiring one candidate and make a final decision on the second after the interviews are complete and depending on the caliber of the applicants.

After a motion by Clark, second by Ketchum, the meeting was unanimously adjourned at 7:36 p.m.