

ELIZABETHTOWN BOROUGH COUNCIL
REGULAR MEETING
July 21, 2016
Minutes

The regular meeting of Elizabethtown Borough Council was held on Thursday, July 21, 2016 at 7:00 p.m. at the Borough Office. Present were Councilmembers Phil Clark, Jeff McCloud, Tom Shaud, and J. Marc Hershey. J. Neil Ketchum, Jr. arrived at 7:08 p.m. Dr. C. Dale Treese and Mayor Chuck Mummert were absent. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Cindy Foster, Planning & Zoning Director Rodney Horton, and Police Chief Jack Mentzer.

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

1. Public Hearing—June 16, 2016
2. Regular Meeting—June 16, 2016
3. Work Session Meeting—July 7, 2016

Public Comment

1. In light of recent nationwide events, **Georgianne Weber, 102 East Hummelstown Street**, presented a wall-hanging quilt she made as a token of thanks to Mentzer and the Elizabethtown Police Department. Mentzer thanked Ms. Weber for her gift and noted that the outpouring of support in Elizabethtown has been phenomenal. He stated he is proud to be Chief and a member of this community.

Reports

1. The Financial Report was unanimously approved after a motion by Clark, second by McCloud.
2. The Code Enforcement Report was provided as an informational item.
3. The Fire Company responded to 64 calls during the month of June, 22 of which were in the Borough, with an average response time of 5 minutes 51 seconds, bringing the year-to-date total for Borough calls to 401.
4. Northwest EMS responded to 78 calls in the Borough during the month of June bringing the year-to-date total for Borough calls to 609.

Old Business

1. Motion by Shaud, second by Ketchum, to adopt Ordinance No. 977 amending Chapter 15, Motor Vehicles and Traffic, Part 2, Traffic Regulations, of the Code of Ordinances of the Borough of Elizabethtown relative to speed limits within the Borough. After a roll call vote the motion carried unanimously.

New Business

1. Council considered award of the low bid for the Public Works Garage construction project submitted by eciConstruction, LLC, in the amount of \$2,846,000.00. The following bids were received:
 - a. **eciConstruction, LLC, Dillsburg, PA\$2,846,000.00**
 - b. Massaro Building Company, LLC, York, PA\$2,914,000.00
 - c. Horst Construction, Lancaster, PA.....\$2,937,627.00
 - d. Wickersham Construction & Engineering, Lancaster, PA.....\$2,898,400.00
 - e. East Coast Contracting, Inc., New Cumberland, PA.....\$2,947,000.00
 - f. Uhrig Construction, Reading, PA.....\$2,997,500.00
 - g. Lobar Associates, Inc., Dillsburg, PA\$3,382,754.00

Ryan reported that the original estimate for this project was \$1.5 million and pointed out that Council has 60 days from the bid opening on July 14, 2016, to act. She then introduced Ted

Vedock with Hammel Associates and Chris Gibbons with Concord Public Finance, both of whom were present to answer questions from Council.

Discussion centered on the discrepancy between the original estimate and the low bid as well as lifespan of the building and the importance of not undermining the project with cuts to the scope. Vedock explained that the large discrepancy between the original estimate and the low bid was due to an inappropriately low estimate and underestimated site work submitted by the original estimator. He also expressed his feeling that the project scope increased slightly and that the bidding climate is much tighter now than it was in 2013. Vedock agreed to look into the possibility of certifying the expected life of the building for a 30 year period. He also suggested that Council add 10% contingency to the low bid to allow for professional fees and potential change orders.

Gibbons provided several options to address the shortfall of funds for Council's consideration and answered questions related to securing additional financing. He agreed to return to the August work session meeting to provide numbers for debt service for 25 and 30 year financing and to research the possibility of securing the same 20-year terms for additional funds.

Ketchum moved to table the item until more information concerning financing options are available. Second by Clark. Motion carried unanimously.

2. 2016 Mid-Year Budget Review—Ryan provided a history and comparison of the 2016 General Fund and Sewer Fund budgets noting that we are on target as budgeted and as compared to past years.
3. Motion by Shaud, second by McCloud, to approve a memorandum of understanding between Elizabethtown Borough and the Lancaster County Planning Commission (LCPC) to cooperatively implement the Municipalities Planning Code and update the responsibilities of Elizabethtown Borough and the LCPC in regard to their roles in administering subdivision and land development in a manner that recognizes smart growth and growth management principals of Lancaster County and Elizabethtown Borough. Motion carried unanimously.
4. Motion by McCloud, second by Clark, to approve Resolution 2016-8 reaffirming commitment to a Bicycle Friendly Elizabethtown. Motion carried unanimously.
5. Motion by McCloud, second by Ketchum, to approve the low bid for the Eastern Corridor Pedestrian and Bicycle Pathway Phases III and IV project submitted by Jay Fulkroad & Sons Inc. in the amount of \$555,358.65. The following bids were received:
 - a. **Jay Fulkroad & Sons, Inc., McAlisterville, PA..... \$555,358.65**
 - b. Horst Excavating Company, Lancaster, PA \$596,079.00Motion carried unanimously.
6. School Crossing Guards Update—Mentzer stated that the first year of the contract with All City to provide crossing guards is coming to a close, and he alerted Council that some changes may be necessary going forward. All City has reported that one of the five existing crossing guard stations may be under-utilized. The situation will be monitored in the early weeks after school starts in the fall and, if warranted, the site in question may be moved to a more appropriate location.
7. Motion by Ketchum, second by Clark, to approve appointment of the following individuals as permanent full-time police officers with the Elizabethtown Police Department:
 - a. Jacob Kadilak, effective July 21, 2016
 - b. Gregory Riehl, effective July 23, 2016Motion carried unanimously.

Bills Payable

Motion by McCloud, second by Clark, to pay the bills as presented:

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| General Fund..... | \$182,393.23 |
| Sewer Fund | \$119,322.28 |
| Capital Reserve Fund..... | \$1,482.12 |
| Subdivision Escrow Fund | \$227.50 |
| Parks Fund | \$1,736.15 |

Motion carried unanimously.

Following a motion by McCloud, second by Clark, the meeting unanimously adjourned at 7:54 p.m.