

ELIZABETHTOWN BOROUGH COUNCIL
WORK SESSION
September 1, 2016
Minutes

Elizabethtown Borough Council held its monthly work session meeting on Thursday, September 1, 2016, at 7:00 p.m. at the Borough Office. Present were Councilmembers Phil Clark, J. Neil Ketchum Jr., Jeff McCloud, Tom Shaud, and J. Marc Hershey. Dr. C. Dale Treese was absent. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Cindy Foster, Planning & Zoning Director Rodney Horton, Police Chief Jack Mentzer, and Mayor Chuck Mummert.

Hershey began the meeting by announcing that Council met in executive session at 6:15 p.m. tonight to discuss a personnel matter.

Public Comment

1. **Robert Yahara, 207 Masonic Drive**, commented on the following:
 - a. Distribution of taxes among the County, Borough, and School District
 - b. The increase in school taxes and salary projections for the superintendent
 - c. Appreciation for Chief Mentzer's service to the community over the past 35 years
2. **Geralyn Frascella, 130 Maple Street**, spoke in opposition to Airbnb operations in the Borough citing safety concerns noting she has begun a petition with signatures from like-minded neighbors.
3. **Rory Gallagher, 53 East Hummelstown Street**, expressed his frustration with repeated damage to his property caused by truck traffic following outdated GPS directions taking them past his home. Mentzer agreed to look into placing signage restricting trucks on Hummelstown near its intersection with Market as a temporary solution and Penn DOT will be contacted via letter in order to solve the problem permanently.

Council heard the following informational reports:

1. **Administration**
 - a. Elizabethtown College—Young Center Final Land Development Plan—Horton explained that the proposal is to construct an addition for office space. He also noted that the Planning Commission will consider this plan at its meeting in two weeks and will provide a recommendation to Council in time for a decision at the September 15th meeting. Jim Wenger from Derck and Edson, representing the College, reviewed the project in detail and reported that parking, ingress and egress, and improvements to Campus Road will be addressed as part of the project.
 - b. Amphitheater Renovation Project—Council considered design options for the amphitheater submitted by Chris Brown, Derck & Edson. The general consensus was to move the structure out of the flood plain regardless of which design is chosen. Brown will be asked to return to the September 15th meeting with the following information:
 - i. A recommendation on whether temporary roll-down panels on an open structure would be necessary as an aid for acoustics
 - ii. Cost estimate for the Icon-type structure to include the brick approach, steps, and elevated stage with a higher roof line
 - iii. Cost estimate to renovate the existing structure or to construct a new structure using similar composite wood

- c. Bed & Breakfast Establishments—Proposed Resolution—Horton explained the Airbnb premise and reviewed controls the organization has in place for hosts using its platform. He noted that there are currently two Airbnb's operating in Elizabethtown and discussed the problems resulting from the fact that they do not fit into any specific area of the zoning ordinance. Horton stated that should Council adopt the proposed resolution these establishments would be permitted for a one-year period giving staff time to provide Council with suggested language to amend the zoning ordinance to accommodate the use without negatively impacting residential neighborhoods. Discussion ensued on adding other companies offering this service to the approved list and whether or not a resolution was really necessary at this time. Council will submit questions/topics for discussion to staff for further consideration at the September 15th meeting.
- d. 28 East Hummelstown Street—Proposed Resolution re Blight Designation—Horton reported that the property has changed hands and the new owner has indicated an intent to renovate by the end of the year. In order to ensure the process moves forward, the Lancaster County Vacant Property Reinvestment Board and the Lancaster County Planning Commission have recommended the Borough adopt a resolution declaring the property as blighted. The resolution will be on the September 15th agenda for consideration.
- e. Supplemental Agreement re Smart Growth Transportation Funding for Pathway Network—Ryan explained that Penn DOT has asked for an updated resolution and supplemental agreement to authorize additional funding in the amount of \$115,000 for construction of Phases III/IV of the pedestrian and bicycle pathway network.

Action Item:

Motion by McCloud, second by Ketchum, to authorize an agreement with Penn DOT to accept additional Smart Growth Transportation Funds for the Eastern Corridor Pedestrian & Bicycle Pathway Project, Phases III/IV. Motion carried unanimously.

- f. Conditional Use Hearing Procedures—Horton explained that Council will conduct a conditional use hearing on September 15th at 7:00 p.m. for 3 South Market Street to allow residential occupancy at the rear of the first floor. He reviewed the timeline and noted that no specifics would be discussed tonight in advance of the hearing.
- g. EAWA Update—McCloud reported that Mike Skelly, Authority Manager, has resigned and that Dale Becker will be filling the position. As Becker is an existing Board member, he will resign his seat before moving to the manager position.

2. Police Department

- a. Mentzer reviewed the police department's monthly report and provided a summary of Fair Week activities.
- b. DUI Enforcement—Mentzer presented a request to Council to purchase DUI Breath testing equipment at a cost of \$8,650. He noted that while this request is outside the 2016 budget, several staff are already trained to use the equipment, fees can be charged for the service, and by purchasing this equipment officers will not have to leave town for extended periods as is required with the current blood testing procedure. Mentzer reported that Northwest Regional has a unit but it is often out of commission. It is expected that we would break even for this purchase in July 2017.

Action Item:

Motion by Shaud, second by Clark, to authorize purchase of a DUI breath testing Intox DMT machine at a cost of \$8,650. Motion carried unanimously.

- c. Mentzer reported that BB&T has donated proceeds totaling \$330 from its fundraising booth at the Fair this year to the Police Training Fund, and he thanked the bank for its generosity.

After a motion by Clark, second by McCloud, the meeting was unanimously adjourned at 8:18 p.m.