

**ELIZABETHTOWN BOROUGH COUNCIL
WORK SESSION MEETING
March 1, 2018
Minutes**

The Work Session Meeting of Elizabethtown Borough Council was held on Thursday, March 1, 2018 at the Borough Office. Present were Council members Bill Troutman, Tom Shaud, Phil Clark, Jeff McCloud, J. Neil Ketchum, Jr., and J. Marc Hershey. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Ann Roda, Public Works Director Wayne DeVan, Planning and Zoning Director Pamela Craddock, Police Chief Ed Cunningham and Mayor Chuck Mummert.

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

Elizabethtown Police Department Corporal Promotion Ceremony

Mayor Mummert presided over the ceremony in which Officer Jesse Schlotzhauer was promoted to Corporal.

Administration

1. Elizabethtown College Bowers Center (SFWC) Final Land Development Plan

It was motioned by Shaud, seconded by McCloud, to approve the Elizabethtown College Bowers Center (SFWC) Final Land Development Plan with the following modifications and conditions:

Modifications

- (a) Section 403.c.3 & 4 and Section 304.2.D – Survey of significant features
- (b) Section 607 – Curb and sidewalk provided on both sides of each street (interior to campus only)
- (c) Section 403.A(1) & 404.A – Plan scale

Conditions

- (a) Modification of SALDO Section 607 shall only apply to the interior streets of the Elizabethtown College property and is not a modification of curb and sidewalk on the public streets.
- (b) The preliminary land development plan and subsequent final land development plans include an overlay depicting safe and convenient pedestrian and bicycle connectivity for the general public and Elizabethtown College students, faculty, staff, and visitors for ingress and egress to the college campus, to traverse the perimeter of the campus for connections to the community, and to travel to and from the campus facilities not contiguous to the main campus. A timeline for these improvements or association with other elements for future final land development plans is identified.
- (c) A sidewalk / pathway must be completed along Campus Road from College Avenue to the southern-most Elizabethtown College property line on Campus Road by December 31, 2022.
- (d) Response and compliance with the comments of Hanover Engineering dated March 1, 2018.

Motion carried unanimously.

2. Feasibility Study of 56 N. Mark Street

It was motioned by McCloud, seconded by Clark, to approve an architectural services proposal from Tippetts/Weaver to evaluate Borough facilities and the feasibility of potential renovations of 56 N. Market Street. Motion carried unanimously.

Police Department

1. Monthly Report

Chief Cunningham presented the police department's monthly report that included statistics of borough police responses and interactions with the public.

2. Annual Report – 2017

Chief Cunningham presented the police department's annual report for 2017. He noted that for 2017 there were 7,039 calls for service which was higher than previous years and noted that there was a change in how the Resource Officer at the School District tracked their interactions with the school. Other aspects such as text a tip, vehicle accidents and reimbursements were consistent with previous years.

3. Lexipol Introduction

Chief Cunningham gave an introduction to Borough Council on the use of Lexipol and what the service could do for the police department. Council members asked how often policies and procedures need to be updated, if the service would be a re-write of procedures or a review with recommendations and how the cost of the service would be paid. Chief Cunningham noted in response that policies and procedures need to be updated on an as needed bases, Lexipol would provide a review and recommendations for procedural documents and the costs would need to be further discussed.

Hershey announced that following the adjournment of the meeting Council would hold an Executive Session to discuss two personnel matters and a legal matter.

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

Respectfully Submitted,

Roni Ryan
Borough Manager