

**ELIZABETHTOWN BOROUGH COUNCIL**  
**REGULAR MEETING**  
**July 17, 2014**  
**Minutes**

The regular meeting of Elizabethtown Borough Council was held on Thursday, July 17, 2014 at 7:00 p.m. at the Borough Office. Present were Councilmembers Phil Clark, J. Marc Hershey, Jeff McCloud, Tom Shaud, Dr. C. Dale Treese and J. Neil Ketchum, Jr. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Cindy Foster, Planning & Zoning Director Rodney Horton and Police Lieutenant John Emrick. Mayor Chuck Mummert was absent.

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

1. Regular Meeting—June 19, 2014
2. Work Session Meeting—July 3, 2014

**Public Comment**—None

**Reports**

1. The Financial Report was unanimously approved after a motion by Clark, second by Shaud.
2. The Code Enforcement Report was provided as an informational item.
3. The Fire Company responded to 32 calls during the month of June, 13 of which were in the Borough, with an average response time of 6 minutes 37 seconds.
4. Northwest EMS responded to 108 calls in the Borough during the month of June bringing the year-to-date total for Borough calls to 719.

**Old Business**

1. Motion by Clark, second by McCloud, to approve Resolution 2014-11 designating Elizabethtown Borough's intent to erect a cross-street banner across Market Street (Route 230). Motion carried unanimously.
2. Motion by Hershey, second by Shaud, to approve an extension for the recording of the HCP Properties, LP (Manor Care) Final Consolidation and Land Development Plan for a new expiration date of October 14, 2014. Motion carried unanimously.

**New Business**

1. Motion by Clark, second by McCloud, to approve a License Agreement with the property owner at 28 South Market Street for encroachment in the Rose Alley public right-of-way to install an accessibility ramp subject to the following conditions:
  - a. The accessibility ramp shall be constructed for the minimal dimensions required to meet accessibility regulations.
  - b. The written construction plans that better define the encroachment into the public right-of-way shall be provided prior to construction.
  - c. If the dimensions of the ramp and the encroachment into the public right of way is significantly different from the initial exhibit provided, then review and approval is required by Borough Council.
  - d. The construction period shall be no more than 45 days from beginning to completed project, and the accessibility ramp must be constructed prior to June 30, 2015.
  - e. Pedestrian access on the pathway must be maintained at all times during construction.Motion carried unanimously.

2. Motion by Treese, second by Shaud, to approve Change Order #1 dated July 3, 2014 totaling \$7,453.84 for the Watercress Sewer Line Project. Motion carried unanimously.
3. Motion by Treese, second by McCloud, to approve advertisement of an Ordinance authorizing the Borough to participate with Mount Joy and West Donegal Townships as a member of a Regional Emergency Management Agency formed to undertake activities and responsibilities required of municipalities under the Pennsylvania Emergency Management Services Code and related laws and regulations. Advertisement of the proposed ordinance shall be a joint effort among the Borough and Townships with the goal of containing costs. Motion carried unanimously.
4. Motion by Clark, second by Hershey, to approve advertisement of an Ordinance instituting parking restrictions on the south side of East High Street in sections between School Lane and Hickory Lane and for a section on the west side of Hess Avenue at its intersection with West High Street. Motion carried unanimously.
5. Motion by Treese, second by Hershey, to approve the appointment, pending Penn DOT approval, of VE Engineering to serve as Construction Inspector for the Elizabethtown Community Park & Pedestrian Pathway Project. Motion carried unanimously.
6. Motion by Hershey, second by Clark, to approve Requisition 2014-7 dated July 17, 2014 for the Elizabethtown Pedestrian/Bicycle Pathway Project in the amount of \$161,261.44 payable to Horst Excavating. Motion carried unanimously.

#### **Bills Payable**

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

General Fund.....	\$151,166.85
Sewer Fund .....	\$151,273.25
Capital Reserve Fund .....	\$34,596.09
Subdivision Escrow Fund .....	\$891.00
Parks Fund .....	\$17,071.73

Motion carried unanimously.

#### **Council Remarks**

Ketchum reported that Council attended an informational/training conference on Thursday, July 10, 2014 related to best practices for financial policies.

Following a motion by Hershey, second by Shaud, the meeting unanimously adjourned at 7:29 p.m. upon which time Council entered Executive Session to discuss a legal matter.