

The Borough of Elizabethtown is following public health advice to take precautionary measures to limit the local impact of COVID-19 ("Coronavirus").

In response, the Borough's first and foremost priority is to protect the health and safety of our employees and our community. The Borough is announcing operational changes, for both employees and residents, that will minimize opportunities for viral transmission while allowing the continuity of vital services to the community.

The **Elizabethtown Borough Administration** is announcing the following change:

Starting on Tuesday, March 17, 2020, the Borough Administrative Office Building, Public Works Facility, and Wastewater Treatment Plant will be closed to the general public. Borough staff will remain working during our normal hours of operation, Monday through Friday from 7:30 AM to 4:00 PM. During this time, the Borough encourages the use of email (boro@etownonline.com) and phone (717-367-1700) to engage staff and request assistance. Also, please feel free to drop quarterly utility payments, permit applications, and other correspondence through the mail slot at the front entrance.

The **Elizabethtown Borough Police Department** is making the following adjustments:

- All tours of the police station will be postponed until further notice.
- Anyone wanting fingerprints taken for employment/licensing purposes are asked to contact the police station first for scheduling/accommodation. If you are feeling ill or exhibiting signs of illness, you may be prohibited from entering the secured portion of the building.
- Entry into the secured portion of the police station will be at the discretion of authorized employees.
 Most walk-in business will be handled in the lobby of the station through the lobby window, and submission or exchange of paperwork may be handled through the pass-through drawer in the lobby.
- Prescription drug drop-off is still available in the lobby of the police station.

If you have any concerns about conducting police-related business in person at the station, please call (717) 367-6540 or (717) 367-1835 or email (etownpd@etownpolice.org) and arrangements will be made to conduct that business by telephone and electronic messaging, if applicable. If you have a NON-EMERGENCY incident that can be handled by telephone, please call the same number and an officer will be assigned to contact you by telephone.

Elizabethtown Borough – Public Meetings

While the Borough Council meeting set for 7:00 PM this Thursday, March 19, 2020 will go on as planned, Borough officials are currently exploring options for future meetings, of both Borough Council and our Authorities, Boards, and Commissions. Additional information about events and meetings will be provided at the Borough's website and shared on social media.

The health, safety, and welfare of Elizabethtown Borough residents is our greatest priority. We believe that by taking these steps now, we will help protect our community by flattening the curve. Please find additional resources regarding COVID-19 on the Borough website at www.etownonline.com and follow us on social media for up to date information.

Thank you for your patience and understanding during this rapidly changing situation.