

**ELIZABETHTOWN BOROUGH COUNCIL
WORK SESSION MEETING
November 7, 2019
Minutes**

The Work Session Meeting of Elizabethtown Borough Council was held on Thursday, November 7, 2019 at the Borough Office. Present were Council members Bill Troutman, Tom Shaud, J. Neil Ketchum Jr., J. Marc Hershey, Phil Clark and Jeff McCloud. Also present were Borough Manager Roni Ryan, Assistant Borough Manager Ann Roda, Public Works Director Jeff Kinsey, Planning and Zoning Director Pamela Roberts, Chief Cunningham and Mayor Chuck Mummert.

President Hershey noted that an executive session was held prior to the meeting to discuss a personnel matter.

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

Public Comment

There was no public comment.

Elizabethtown Public Library Update – Executive Director Deb Drury

Deb Drury, Executive Director, of the Elizabethtown Public Library provided an update and noted that, in November, the library is celebrating 95 years of continuous operations. As part of the celebration the library is looking for feedback from the community on activities enjoyed, memories over the years and potential program opportunities. She thanked council for their continued support. President Hershey thanked the library for providing their 2020 budget and asked about the Mount Joy Township contribution. Drury responded that the contribution comes in after the documentation is developed. In a concluding remark, Jeff Winterborne, Chair of the Board of Trustees, thanked Borough Council for their ongoing support.

Administration

1. Draft Resolution 2019-13 – Proposed Fee Schedule Update

Borough Manager Ryan stated the proposed revisions to the Borough's fee schedule address uniformed contracted service fees and dog pickup fees. Adoption of the resolution would occur at the December 5th work session.

President Hershey asked if the dog pickup fees are in line with the SPCA process. Chief Cunningham responded that they were. It was added that if dogs are chipped officers are equipped to read the chip and the dog is less likely to have to be transported to the SPCA but returned to the owner quicker.

2. Proposed 2020 Budget

- a. Ryan noted that the proposed 2020 budget was introduced to council on October 30, 2019 at the scheduled budget meeting. The revisions discussed on October 30, 2019 have been made to the proposed 2020 budget and if council approves the current draft of the proposed 2020 budget it will then be available for a 10-day public review and comment period.

It was motioned by Ketchum, seconded by Troutman, to approve the proposed 2020 Budget as the official draft for public review and comment. Motion passed unanimously.

- b. Ryan added that also on the agenda was action concerning the advertisement of the maximum real estate tax millage rate of 4.8 for 2020. Ketchum added that the 4.8 millage rate was discussed at the October 30, 2019 meeting and is a maximum rate. President Hershey added that the maximum 4.8 millage rate would mean for a home that has an average real estate assessment of \$150,000 the increase would be roughly \$60.00 for the year.

It was motioned by Ketchum, seconded by Shaud, to approve advertisement of an ordinance establishing a maximum real estate tax millage rate of 4.8 mills for consideration for the budget year 2020. Motion passed unanimously.

Police Department

1. Chief Cunningham presented the monthly report for the month of October and noted nothing significant to highlight. He added that officers are participating again this year in the Beards for Brothers program that will support two responders in Lancaster this year. It was also reported that Officers Good and English completed the FTO program.

President Hershey noted that an executive session would be held following the meeting to discuss a personnel matter.

After a motion by McCloud, seconded by Clark, the meeting was adjourned at 7:16 p.m.

Respectfully Submitted,

Roni Ryan
Borough Manager