

**ELIZABETHVILLE BOROUGH  
COUNCIL MEETING  
MINUTES**

**MAY 14, 2018**

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The Elizabethville Borough Council met on May 14, 2018 in the Municipal Building at 68 S. Moore Street in Elizabethville, Pennsylvania. President James Facinelli called the meeting to order at 7:00pm. The meeting opened with the Pledge of Allegiance.

**Present:**

Roll call taken with the following present: James Facinelli, Dennis Henninger, Tim Matter, Gary Shadle, Rodney Spicher, Mandy Carl (arrived at 7:30pm). Fred Renn was absent.

Also present: Linus Fenicle, Borough Solicitor; Mayor E. Engle; Peggy Kahler, Borough Secretary; Debra Goudy, Codes Enforcement Officer; Matt Schaffner, Maintenance Supervisor.

Guests: Donald E. Shutt Jr. NDC4 Reginal EMC

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**Approval of Minutes:** Motion made by Tim Matter, seconded by Rodney Spicher to approve the Regular Meeting Minutes of April 09, 2018 as presented. **Motion carried.**

President Facinelli recognized Donald Shutt who reported on the Spring Emergency Management Training he recently attended. The Emergency Management Coordinators are responsible for the health, welfare and safety of residents; Don will be working with borough employees to ensure the borough is in compliance. Mr. Shutt briefly explained the new AT&T's 1<sup>st</sup> Net Broadcast System for responders.

Review of Correspondence: no further action.

**COMMITTEE REPORTS:**

**Streets & Maintenance** –J. Facinelli reported Monthly Maintenance Report was distributed to all councilmembers. Street sweeping in the borough went very well; approximately six (6) cars were towed from the NO PARKING zones.

**Personnel & Safety** – R. Spicher again reminded Council that employee evaluations will occur in June, Council will be asked to take formal action on suggested employee raises at the July meeting. Any comments or observations should be forwarded to Rodney ASAP.

**Codes Enforcement Officer** – Monthly report was distributed to all Council Members.

**D. Goudy** further reported;

- 23 W. Main Street restitution owed to the Borough has been paid in full.

- 51 Bender Street- Blight Property – Property owner has appointed a Power of Attorney. CEO is communicating with the POA to have the structure removed and property cleared.
- Borough Council previously adopted two Dauphin County Ordinances; Storm Water Management and a Land Development and Sub-Division Ordinance. Both documents are a guide for future growth and development to assure the greater health, safety, convenience and welfare to the citizens of Dauphin County. Respectively both documents have guidelines and regulations that must be addressed prior to building or improving property within the Borough. i.e. Setbacks, cumulative structures and impervious area.
- **228 W. Main Street** – Structure placed without regard to setbacks or Local Administrative Permit.
- **302 W. Main Street** – Structure placed without regard to setbacks or Local Administrative Permit.
- **45 W. Broad Street** – Continued improvements without proper permits.

The above property owners were aware of regulations in regards to setbacks and permits. Legal Counsel advised letters be sent to property owners of **228 and 302 W. Main Street** with options for compliance.

**Legal Action:** Motion made by Rodney Spicher, seconded by Dennis Henninger authorizing Borough Council to take legal action to enforce the Dauphin County Land Development and Sub-Division Ordinance, and Local Administrative Permit requirement after ten (10) days if the property owner(s) are not in compliance. **Motion carried.**

Building, Lighting & Grounds – T. Matter called Council’s attention to the request from Elizabethville Area Community Alliance. The organization asked to borrow orange safety cones from the Borough. After some discussion Council decided against loaning out any equipment. Tim stated the upgrades to the park restrooms are completed, they look great based on the limited budget maintenance had to work with.

Water, Refuse & Sewage – D. Henninger reported Spring Cleanup went well. Two large dumpster of junk, a trailer of electronics, seventy tires and a small dumpster of metal were collected.

Planning & Development – Nothing to report at this time.

Budget & Finance – Item under New Business.

Park & Recreation – M. Carl distributed the monthly reported to Council. The pool has been de-winterized and will open May 26<sup>th</sup>. Elizabethville Area Community Association (EACA) is requesting the baby pool be filled with ground and planted with grass for additional seating/play area. More general clean-up over the next few weeks is scheduled for the park.

COG – Debra Goudy, CEO attended the meeting. Information on file regarding Storm Water Management.

Insurance – Nothing to report at this time.

IT – **Mayor Engle** reported his Facebook Page is now active – **Elizabethville Borough Mayor.**

Mayor's Report: **Mayor Engle** performed his first wedding, no compensation was exchanged.

Solicitor's Report –Linus had several communications with Deb this month.

Engineer's Report –Jack Raudenbush will attend the pre-bid construction meeting on May 21<sup>st</sup> at 1:00PM. No word from Dauphin County Conservation District on whether our Dirt, Gravel and Low Maintenance Grant application was approved for funding.

#### UNFINISHED BUSINESS:

Employee ID Cards – UDA School Administration has been too busy to work on this project. Hopefully during the summer months we will get the cards completed.

Council received a request to install a new street light at the intersection of Pine Street and Summer Avenue, the cost is estimated at \$5,000.

**New Street Light:** Motion made by Rodney Spicher, seconded by Gary Shadle to not install a new street light as requested due to cost restraints. **Motion carried.**

#### NEW BUSINESS:

**2018 Paving Project:** Motion made by Gary Shadle, seconded by Dennis Henninger to authorize Navarro & Wright Engineering to proceed with advertising the Borough's paving project. Bids are due on June 4, 2018. **Motion carried.**

**Yard and Craft Day Event:** Motion made by Dennis Henninger, seconded by Mandy Carl to allow the Elizabethville Community Volunteer Association to host the annual Yard and Craft Days on June 1, 2018 and June 2, 2018. And to authorize the Borough Maintenance Department to post NO PARKING signs and close Broad Street to through traffic between Market and Callowhill Streets. **Motion carried.**

**Road Closure – Mable Avenue:** Motion made by Mandy Carl, seconded by Dennis Henninger to allow the property owner at 53 E. Main Street to close Mable Avenue to through traffic on June 1, and June 2, 2018 for the purpose of pedestrian safety. **Motion carried.**

**Memorial Day Parade:** Motion made by Rodney Spicher, seconded by Tim Matter to allow the Elizabethville American Legion Post 404 to host the annual Memorial Day Parade on May 28, 2018. Borough will apply for Special Event Permit. **Motion carried.**

**Building Loan Payoff:** Motion made by Gary Shadle, seconded by Mandy Carl to authorize payment of \$88,770.09 to Riverview Bank. Payment will satisfy mortgage loan of \$300,000 opened in August 2015. Roll call vote: M. Carl (yes); J. Facinelli (yes); D. Henninger (yes); T. Matter (yes); G. Shadle (yes); R. Spicher, (yes) **Motion carried.**

**Codification of Ordinances:** Motion made by Mandy Carl, seconded by Dennis Henninger to authorize recodification of the borough ordinances through General Code at a quoted price of \$2,625. Price

includes ten (10) books. Council must agree to use eCode360 link for at least two years. **Motion carried.**

**News article:** Motion made by Mandy Carl, seconded by Dennis Henninger to publish a news article in the Upper Dauphin Sentinel reminding residents of the Borough's nuisance ordinance. R. Spicher opposed. **Motion carried.**

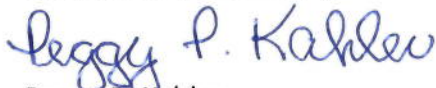
REVIEW OF FINANCIAL REPORTS:

Motion made by Dennis Henninger, seconded by Gary Shadle to accept the Financial Reports as presented. Roll Call vote: M. Carl (yes); J. Facinelli (yes); D. Henninger (yes); T. Matter (yes); G. Shadle (yes); R. Spicher, (yes) **Motion carried.**

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|--------------------|--------------|
| Total Revenue      | \$ 70,001.18 |
| Total Expenditures | \$ 38,854.02 |

**Adjourn:** Motion made by Dennis Henninger, seconded by Tim Matter to adjourn the meeting at 8:037pm. **Motion carried.**

Respectively submitted,



Peggy P. Kahler  
Borough Secretary