

ELIZABETHVILLE BOROUGH COUNCIL MEETING MINUTES
ELIZABETHVILLE PENNSYLVANIA
December 12, 2011

The Elizabethville Borough Council met on December 12, 2011 in the Municipal Building at 14 South Market Street in Elizabethville. President Gary Shadle called the meeting to order at 7:00 P.M. The meeting opened with the Pledge of Allegiance.

ROLL CALL:

Roll call taken with the following present: James Facinelli, Gary Shadle, Russell Snyder Jr., Brian Stahl. James Lodge, Stuart Margerum and Timothy Motter were absent.

ALSO PRESENT: Linus Fenicle, Solicitor; Peggy Kahler, Secretary;

GUESTS: Scott Shadle, Jeffery Fetterhoff, Dennis Henninger, Melissa Stahl, Mandy Carl, Marty Sowers, Light-Heigel.

Approval of Minutes: Motion made by James Facinelli, seconded by Russell Snyder Jr. to approve the minutes of November 14, 2011 as presented. Motion carried.

ACKNOWLEDGEMENT OF GUESTS: President Shadle recognized Marty Sowers who presented the new fee schedule and requested that council re-appoint Light-Heigle as the Borough's third party inspector.

REVIEW OF CORRESPONDENCE:

All general correspondence was reviewed and made available to council, no further action required.

COMMITTEE REPORTS:

Streets & Maintenance – President G. Shadle reported that Metal Industries (M.I.) has completed the reconstruction to the drainage pipe at the intersection of Moore and Arch Street. The committee is will pleased with the job.

Police & Safety – Councilman B. Stahl announced that the newly hired Code Enforcement Officer has resigned.

Resignation: Motion made by Brian Stahl, seconded by James Facinelli to accept Robert Spalluto's letter of resignation from the position of Code Enforcement Officer. Motion carried.

Job Announcement: Motion made by Brian Stahl, seconded by James Facinelli to advertise for applicants to fill the Code Enforcement Officer position. Motion carried.

Code Enforcement Officer Interim: Motion made by Brian Stahl, seconded by Russell Snyder Jr. to appoint Peggy Kahler as Code Enforcement Officer (Interim) for the Borough of Elizabethville. Motion carried.

Building, Lighting & Grounds – Councilman R. Snyder reported that the Borough dump is closed for the season. Residents wishing to use the facilities should contact the borough office. Valley Waste was awarded the contract for trash collection in the Borough. The quarterly trash rates will increase ten dollars (\$10) due to the new rates at the Harrisburg incinerator. Glenn Schreffler announced his retirement date of May 2012, the Authority Board promoted Nick McCarron to Plant Superintendent effective January, 2012.

Water, Refuse & Sewage – Nothing to report

Planning & Development – Nothing to report

Budget & Finance – Nothing to report.

Park & Recreation – President G. Shadle reported that Zack Zerby, plans to start his Eagle Scout project (roof re-placement) on December 17th.

Insurance – Nothing to report.

Upper Dauphin Tax Representative – Nothing to report

COG – Representative Position - Vacant.

Personnel – President Shadle proposed the following changes be made to the employee personnel manual.

- 1. Clothing Allowance;** Eliminate maintenance clothing allowance of \$125 per quarter.
 - a. Borough will purchase shirts (t-shirts and sweat shirts) and give the employee a bi-yearly boot allowance up to one-hundred and ten (\$110) dollars, receipt must be submitted for reimbursement.

- 2. Other Types of Leave;** Reduce bereavement pay from five (5) to three (3) days for immediate family members as defined in the personnel manual.
 - a. Any other request for funeral leave will be deducted from employees sick or vacation time.

- 3. Employee Benefits;** Eliminate employee birthday as a paid holiday.
 - a. Christmas and New Year Holidays will be observed on the state and federal recognized holiday day.

- 4. Sick Leave;** Reduce sick leave payout amount (upon retirement or resigning) from one-hundred and fifty (150) days to one-hundred (100) days.

- 5. Part Time Employee Benefits;** An employee must work twenty-two (22) hours per week, fifty-two (52) weeks a year to be eligible for paid vacation and retirement benefits.

Employee Personnel Manual Changes: Motion made by Brian Stahl, seconded by Russell Snyder Jr. to adopt the proposed changes and amend the personnel manual to reflect the updated information. Motion carried.

Mayor's Report – Nothing to report.

Solicitor's Report – Nothing further to report.

Engineer's Report – Nothing to report.

UNFINISHED BUSINESS:

No unfinished business pending.

NEW BUSINESS:

A letter was received from the Elizabethville Area Authority requesting a new board member be appointed effective January 1, 2012. Cathy Troutman and Fred Renn both sent letters of interest.

Appointment Area Authority Board Member: Motion made by James Facinelli, seconded by Russell Snyder Jr. to appoint Cathy Troutman to serve a five (5) year term on the Elizabethville Area Authority Board; effective January 1, 2012. Motion carried.

A special meeting to adopt the 2012 budget has been scheduled for December 27th 7:00 pm.

Bi-Centennial Representative : Motion made by James Facinelli, seconded by Russell Snyder Jr. to appoint Brian Stahl as the Borough's Representative for the Bi-Centennial Committee and to advertise in the Upper Dauphin Sentinel for committee members. Motion carried.

REVIEW OF FINANCIAL REPORTS:

Motion made by Brian Stahl, seconded by James Facinelli to accept the Financial Reports as presented. A roll call vote was taken and the motion carried unanimously.

Total Revenue	\$ 29,403.51
Total Expenditures	\$ 23,537.23

The meeting was adjourned at 8:00 p.m.

Respectively submitted,

Peggy P. Kahler
Borough Secretary