

June 9, 2025
ELIZABETHVILLE BOROUGH

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Review minutes of May 12, 2025
5. Executive Session
6. Additions to Agenda
7. Acknowledgement of Guests – public comment is limited to 3 minutes due to time constraints. Comments also limited to borough residents & taxpayers.
 - A. Don Deibler – Salem Lutheran Church regarding Maple Avenue
8. Review of Correspondence
 - A. Reliance Hose Co. #1 May report
9. Committee Reports
 - Budget & Finance – Doug Charles
 - Parks & Rec – Tim Matter
 - A. Park map of electrical work
 - Personnel & Safety – Doug Charles
 - Insurance – Marie Herb
 - A. New insurance updates
 - Streets & Maintenance – Kyle Groff
 - Planning & Development – Kyle Groff
 - Water, Sewer, Trash – Peggy Kahler
 - Building, Lighting & Grounds – Tim Matter
10. Mayor’s Report
11. EMC Report
12. Maintenance Supervisor Report
13. Secretary’s report
 - A. Grants
 - B. Greenways, Trails, & Recreation Resolution & Commitment letter
 - C. Compensation for Secretary to write grants
 - D. New SD cards for cameras
14. Code Enforcement Report
 - A. Monthly report attached
 - B. Chicken ordinance (3rd draft)
15. Solicitor’s Report
16. Engineer’s Report
 - A. Paving bids
17. Unfinished Business
18. New Business
 - A. Hamilton & Musser audit follow-up
19. Review of Financials
20. Adjournment

Those present should know that this meeting is being audio-taped. All tapes and/or digital recordings are destroyed after the minutes are prepared and approved by Borough Council.

ELIZABETHVILLE BOROUGH COUNCIL

MINUTES

June 9, 2025

The Elizabethtown Borough Council met June 9, 2025 at Elizabethtown Borough Building 68 South Moore Street, Elizabethtown Pa 17023. President of Council Dennis Henninger called the meeting to order at 6:58 pm. The meeting opened with the Pledge of Allegiance.

Present: Roll call taken with the following present: Timothy Matter, Peggy Kahler, Dennis Henninger. Doug Charles, Marie Herb, Valerie Miller, and Kyle Groff, not present.

Guests: Don Deibler, Salem Lutheran Church, Dakota Boyer, Troop 86, Cole Boyer, Troop 86, and Bella Schaffner.

Also present: Linus Fenicle, Solicitor, David Miller, Engineer, Matt Schaffner, Maintenance Supervisor, Jim Miller, Code Enforcement Officer and Donald Shutt, EMC representative.

Approval of Minutes- Motion made by **T. Matter**, seconded by **P. Kahler** to approve the regular meeting minutes for May 12, 2025. **Motion carried.**

Executive Session: None.

Additions to Agenda: Parks & Rec committee submitted a quote for electrical work to be completed in the park.

Mid Penn Bank will be providing light refreshments at the next concert in the park, June 27th.

T. Matter made the motion to add these two items to the agenda. **P. Kahler** seconded the motion. **Motion carried.**

Acknowledgement of Guests: Don Deibler on behalf of Salem Lutheran Church requested that Maple Avenue be made in to a one way from Church to Birch Streets. Council advised him that Streets and Maintenance committee would need something in writing to begin an investigation and have a traffic study done.

Review of Correspondence: Reliance Hose Company #1 submitted their May report.

COMMITTEE REPORTS:

Budget & Finance – Nothing to report.

Parks & Rec – Committee presented a map to Council showing electrical work that was quoted by Lentz Electric. Trenchwork will be done in-house and not included in quote. Borough will be responsible for permit and final inspection. **P. Kahler** made the motion to approve the quote. **T. Matter** seconded the motion. **Motion carried.**

Committee asked the borough to provide bottled water for the concert in the park June 27th. **D. Charles** approved the request **and M. Herb** seconded it. **Motion carried.**

Committee also requested to have maintenance put the volleyball net back up in the park for the summer months.

Personnel & Safety – nothing to report.

Insurance – The borough's new broker is McKee and they have broken up the borough's insurance into three separate policies and will be paid quarterly directly to Deibler, Straub and Troutman.

Terrorism insurance previously cost the borough \$14/every six months. New broker did not give a quote for their terrorism policy. **T. Matter** made the motion to accept terrorism policy if it fell under \$220/annually otherwise table until July for more discussion. **V. Miller** seconded that motion. **Motion carried.**

Streets and Maintenance – nothing to report.

Planning & Development – nothing to report.

Water, Sewer, Trash – nothing to report.

Building, Lighting & Grounds – Committee asked permission to get two quotes to have the parking lot repaved so they can submit it for budget preparation in the fall. **T. Matter** made the motion for maintenance to get quotes. **V. Miller** seconded the motion. **Motion carried.**

Mayor's report – Not present.

EMC report – In-service training was done on-line and highlights included a) updating Hazmat and emergency management training, b) closing some public system programs, c) transfer responsibility and recovery to the states local and county governments.

EMC requested adding to budget damage assessment fund because some grants are going away and only catastrophic situations will be approved. There will be no reimbursement for snow removal anymore.

Maintenance Supervisor report – Merry-go-round & toys were fixed. Pipe job supplies came in. Crosswalks will be painted this month. Supervisor put in for vacation July 25 – August 4, 2025.

Secretary's report – Grant was submitted to DCED Greenways, Trails, & Recreation program for park improvements (\$114,615.15). This grant will align with Local Share Gaming Grant that will open in July for Dauphin County. Resolution and Commitment letter was presented to

