

**July 14, 2025**  
**ELIZABETHVILLE BOROUGH**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Review minutes of June 9, 2025
5. Executive Session
6. Additions to Agenda
7. Acknowledgement of Guests – By resolution public comment is limited to 3 minutes per individual.
8. Review of Correspondence
9. Committee Reports
  - Budget & Finance – Doug Charles
  - Parks & Rec – Tim Matter
  - Personnel & Safety – Doug Charles
  - Insurance – Marie Herb
  - 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
  - A. Action on Dauphin Co. Hazard Mitigation Plan Resolution
12. Maintenance Supervisor Report
  - A. Camera for little library – discussion and possible approval
  - B. Leaf Springs on Dump Truck (Emergency)
13. Secretary’s report
14. Code Enforcement Report
  - A. Monthly report attached
15. Solicitor’s Report
16. Engineer’s Report
17. Unfinished Business
  - There will be discussion and possible action on letters A - D
  - A. Terrorism insurance
  - B. Chicken ordinance
  - C. Maple Avenue one way – Church to Birch Streets
  - D. Storm Pipe at Historical Society parking lot
18. New Business
  - A. Approve C.M. High Maintenance contract
  - B. Property Liens
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

July 14, 2025

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The Elizabethtown Borough Council met July 14, 2025 at Elizabethtown Borough Building 68 South Moore Street, Elizabethtown Pa 17023. President of Council Dennis Henninger called the meeting to order at 7:00 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:** Michael Schreffler, borough resident and Bella Schaffner.

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

**Approval of Minutes-** Motion made by **M. Herb**, seconded by **D. Charles** to approve the regular meeting minutes for June 9, 2025. **Motion carried.**

**Executive Session:** None.

**Additions to Agenda:** None

**Acknowledgement of Guests:** Michael Schreffler attended the meeting to voice his support of Salem Lutheran Church's request to make Maple Alley a one-way alley.

**Review of Correspondence:** None

### COMMITTEE REPORTS:

***Budget & Finance*** – Nothing to report.

***Parks & Rec*** – Ryan Lentz will contact maintenance one week prior to digging the trench in the park for electrical lines.

***Personnel & Safety*** – nothing to report.

***Insurance*** – under Unfinished Business.

***Streets and Maintenance*** – Valerie Miller read the Streets and maintenance updates as follows: it was suggested Maple Alley not be made a one-way but that the neighbor behind the church be contacted to trim back their hedges to increase line of sight.

The 2005 dump truck had a leaf spring in the suspension break and currently both leaf springs are being replaced.

The new pipe on Church Street has been replaced with a new inlet box on Spruce Street.

*Planning & Development* – nothing to report.

*Water, Sewer, Trash* – nothing to report.

*Building, Lighting & Grounds* – nothing to report.

*Mayor's report* – nothing to report.

*EMC report* – The Dauphin County Hazard Mitigation Plan Resolution was presented by Don Shutt and **P. Kahler** made the motion to approve and sign the resolution. **T. Matter** seconded the motion. **Motion carried.**

*Maintenance Supervisor report* – Maintenance presented an estimate from Grosser Excavating (\$4,900.00) to do the pipe work at the Historical Society. They did not think they would be able to handle the job in-house. **T. Matter** made the motion to approve the quote and have Grosser do the work. **D. Charles** seconded the motion. **Motion carried. Roll call all voted Yes, K. Groff absent.**

*Secretary's report* – Nothing to report, not present.

*Code Enforcement Officer* – High grass reported on Broad/Moore was discussed. CEO would like to have the homeowner notified and if there is no action have maintenance do the work and charge homeowner. Solicitor would review the homeowner notification.

*Solicitor's report* – nothing to report.

*Engineer's report* – Engineer has no recommendation at this time concerning Maple Alley.

### **UNFINISHED BUSINESS:**

Marie Herb gave information on the Terrorism Insurance that was presented previously to the Council. It would be at a cost of over \$200 for the calendar year and she suggested it not be added to our policy. **M. Herb** made the motion not to add to the current policy. **V. Miller** seconded the motion. **Motion carried.**

Updated Chicken ordinance was once again reviewed and presented for approval. **T. Matter** made the motion to decline the ordinance at this time. **D. Charles** seconded the motion. **Motion carried.**

Maple Alley was previously requested to become a one-way street from Church to Birch Streets. **P. Kahler** made the motion to not make it a one-way. **T. Matter** seconded the motion. **Motion carried.**

