

**Borough of Elizabeth—Regular Meeting of Council Minutes  
April 22, 2025 7:00 PM**

**Executive Session – 6:30 for Personnel Matters**

Call to order April 22, 2025 at 7:00pm - by Tim Guffey – President

Pledge of Allegiance

**IN ATTENDANCE:**

Mr. Cole Buchina  
Mrs. Desiree Gephart  
Mr. Jason Berman  
Mr. Tim Guffey  
Mr. Chuck Smith  
Mayor Boucher  
Solicitor Rosso  
Borough Manager Scott Craighead  
Chief Ken Honick

**ABSENT:**

Mrs. Dana Cress

**ANNOUNCEMENTS:**

This meeting is being recorded for transcription of the minutes only.

**VISITORS:**

**PUBLIC COMMENTS ON AGENDA ITEMS:**

**PAYMENT OF BILLS:**

Motion to pay the bills as presented.  
Motion made by: Chad Rager  
2<sup>nd</sup> by: Chuck Smith  
All in favor: Approved

**REPORTS**

**Mayor:** Not present  
- Nothing to report

**Treasurer:**  
- Report is in the packet for review.

**Solicitor:**  
- Nothing for public session

**Building Inspector:** Not present  
- Nothing to report

**Chief of Police:**

- Report is in the packet of services provided in the borough.
- Stated that the PennDot did not provide sufficient communication to relay that they were going to close the Center Ave. bridge when they did. This caused a great deal of confusion to the residents of the area, school and emergency services. The police, fire and ambulance services have since relocated to areas that will provide services if needed in the area. There are hopes that the work on the bridge will start soon and Chief Honick will remain in contacts with PennDot to continue to keep open communications regarding the project. There is currently no projected date for when the project will be completed.

**Animal Control:**

- Nothing to report

**Borough Manager:**

- Submitting a new Multi-Modal Grant for up to \$500,000 to replace the steps at the end of third Avenue going up to Walker plan to provide a safe walking path for the community.
- We met with Senator Nick Pisciotano and his staff for support on all of our active grant applications.
- Paving projects are beginning and we are trying to get further paving projects done while companies are here working on grant projects.
- We submitted out final report for the SLFRF covid money.
- Currently working with our local auditors to complete the Annual Financial Report.

**REPORTS OF COMMITTEES**

**Budget & Finance:**

- Nothing to report currently; however over the next few months we will start to gear up for the 2026 budget and therefore any requests should be

**Public Safety:**

- Nothing to report currently

**Public Works:**

- During the manager's reporting, Scott discussed the projects that the Public Works team was working on, which included:
  - o Working on the Islands and War Memorial to prepare for the spring and summer months.
  - o Worked on 4th Avenue to repair sink hole where some sewage lateral work had to be done.
  - o Mulched all areas in the business district.
  - o Began grass cutting for the season.
  - o Cleaned the Boat Launch and barge.
  - o Cleared any down limbs around the town.

**Parks & Recreation:**

- Nothing to report

**Ordinance:**

- Question regarding junk vehicles on properties and if there is an ordinance regarding the removal of junk vehicles. Can the police go onto properties to tag vehicles or is that more of a code enforcement task?
- Per Scott he stated to provide him with a list of any concerns and he will discuss with the Code Enforcement Officer.

**Personnel:**

- Nothing to report

**Economic Development:**

- Nothing to report

**Planning:**

- Planning Commission meeting on April 1<sup>st</sup>, 2025 at 6pm to review the Municipal Authority Sale.

**Old Business:**

**New Business:**

1. Motion to approve applying for a Multimodal Transportation Fund Grant to replace the stairs at the end of 3rd Avenue and possibly some sidewalks in the business district in the amount not to exceed \$500,000.
2. Motion to approve El Grande to pave Walnut Street from 6<sup>th</sup> Ave to 9<sup>th</sup> Avenue for the amount of \$9,500.00.
3. Motion to approve Resolution 2025-01 supporting application for a change in liquor licenses to provide for serving alcoholic beverages in outdoor settings. (Extension of Premises)
4. To approve an event application for Moose Lot Revival to perform bluegrass music on May 30, 2025 in the Market Street and 3<sup>rd</sup> Avenue Park.
5. To Grant a proclamation recognizing the Bicentennial Lafayette Farewell Tour for 1824-1825.
6. To approve a satellite office in the Elizabeth Borough for Senator Nick Pisciotano by appointment only.

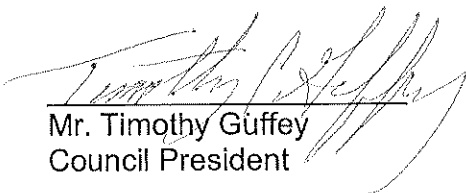
A motion was made to accept Motions #1 - #6 as one full motion: Jason Berman  
2<sup>nd</sup>: Chuck Smith  
All in Favor: Approved

**PUBLIC COMMENTS:**

**GOOD OF THE ORDER:**

**ADJOURNMENT:**

Motion to adjourn council meeting at 7:25pm  
Motion: Chuck Smith  
2<sup>nd</sup>: Desiree Gephart  
All in favor --- Approved

  
Mr. Timothy Guffey  
Council President

Prepared by:

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Scott Craighead  
Borough Secretary