

**Borough of Elizabeth—Regular Meeting of Council Minutes  
November 26, 2024 7:00 PM**

Call to order October 22, 2024 at 7:07pm - by Tim Guffey

Pledge of Allegiance

**IN ATTENDANCE:**

Mr. Cole Buchina  
Mrs. Dana Cress  
Mr. Chad Rager  
Mr. Chuck Smith  
Mr. Tim Guffey  
Solicitor Matta  
Borough Manager Scott Craighead

**ABSENT:**

Mr. Jason Berman  
Mrs. Desiree Gephart  
Mayor Boucher  
Chief Ken Honick

**ANNOUNCEMENTS:**

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

**VISITORS:**

Andy Micklos: On the agenda when including information on motions that are to be approved, is there a way to put a more details on what the motions, grants, etc. are for? Also, for the Birch Alley grant, are there going to be drainage solutions investigated, being that that area tends to have issues with drainage? – Scott stated that a solution is being investigated.

**PUBLIC COMMENTS ON AGENDA ITEMS:** Nothing for public comment

**APPROVAL OF MINUTES:**

Motion to approve the minutes of the October 16, 2024 Workshop Meeting and the October 22, 2024 Council Meeting.

Motion: Cole

2<sup>nd</sup>: Chuck

All in favor: Approved

**PAYMENT OF BILLS:**

Motion to pay the bills as presented.

Motion: Cole

2<sup>nd</sup>: Chuck

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

- Scott stated that he has had a few meetings with the new building inspector, Mason, and his assistants. Looking at property maintenance, occupancy certificates for businesses and residences. There will be 13 occupancies that will be occurring over the next week. So far, this collaboration has been a very positive experience, as there is a detailed, professional approach to how things are handled.

- We are looking to streamline forms and processes

**Animal Control:** Nothing to report

**Chief of Police:**

- Report is in the packet

**Borough Manager:**

- The finance committee will set-up a meeting to discuss finalizing the budget for the 2025 year.
- We will be renewing the current contract for garbage collection for the next 3 years. Those years are proposed in the original contract as an option to extend with the same increases as the first 3 years. When I spoke to Noble, they indicated that if it goes out to bid their price increases would exceed those figures.
- Looking at a recycling option to possibly have a dumpster that residence can take recycling to and then have that recycling dumpster changed out monthly.
- Grants –We put in for an additional grant for handrail along the riverbank as an extension of the current handrail. The request will be for \$150,000 to replace the \$150,00 that was deducted from the current grant for the riverwalk.
- We will be applying for the LSA grant for roads. The proposed roads will be:
  - o Birch Alley
  - o Sixth Ave
  - o Seventh Ave
  - o Williamsport
  - o Strawberry
  - o Walnut Street
  - o Lower Mill
  - o Water Street
- We have let Keystone Collections Group know that we would like to have 50 tax liens attached to properties from 2021 that have delinquent taxes over \$200.00. The cost per lien is \$60 for a total of \$3,000.
- Construction update- The park has been completed with the sign installed last week. The benches were delivered today. We expect to have all sidewalks completed in December.
- Maple Avenue construction is starting in the first week of December. The pavement of the road will take place in the spring.
- We have a pre-construction meeting for the Fireman's Lots on December 3<sup>rd</sup> to determine time frames for construction. This project may be moved to spring.

## **REPORTS OF COMMITTEES:**

**Public Works:**

- Report is in the packet

**Budget & Finance:**

- We are working with the budget to have a final budget to approve at the December meeting. We are hopeful that the final budget will be balanced with no tax increase to the residents.

**Public Safety:**

- Nothing to report

**Parks & Recreation:**

- Nothing to report

**Ordinance:**

- Nothing to report

**Personnel:**

- Nothing to report

**Economic Development:**

- We are applying for additional grants for roads, sidewalks and riverfront.

**Planning:**

- Nothing to report

**Old Business:**

**New Business:**

1. Motion to make a third installment for partial payment to Pugliano for grant projects 19-GEDF-025 and 2020-GEDTF-147 for the amount of \$143,513.31
2. Motion to approve payment to Glenn Engineering for grant projects 19-GEDF-025 and 2020-GEDTF-147 in the amount of \$15,200.
3. Motion to approve payment to Glenn Engineering for grant project 2023-GEDTF-184 in the amount of \$11,444.63.
4. Motion to approve (ratify) Resolution 2024-08 for CD Grant for sidewalks on 3<sup>rd</sup> Avenue.
5. Motion to approve Resolution 2024-09 for the LSA grant for roads in the amount of \$491,957.51. The roads included are Birch Alley, 6th Ave, 7th Ave, Williamsport, Strawberry, Walnut, Lower Mill, and Water Street.
6. Motion to approve Resolution 2024-10 for the LSA grant for Duke Park Improvements in the amount of \$465,923.00.
7. Motion to approve payment to Keystone Collections Group to file real estate tax liens for delinquent properties for the tax year 2021 in the amount of \$3,000.
8. Motion to notify Noble Environmental that the Borough has elected to renew the Garbage Contract for the years 2025, 2026, and 2027 per the option extension of the current contract.
9. Motion to purchase a portable generator for the Public Works Department not to exceed \$500.00.
10. Motion to approve the manager to apply for a CDBG grant for the continuation of the hand railing on Water Street.
11. Approve Payment to Southeast Regional EMS for the 2024 contractual EMS Services in the amount of \$7,475.00

Motion to approve all 11 motions as one motion –

Motion: Chad Rager

2<sup>nd</sup>: Chuck Smith

All in favor --- Approved

**PUBLIC COMMENTS**

- Andy Micklos is the board looking into possibly going with Verizon as a cable service in the area. They have put in many boxes around the area. Scott stated he will have to contact them to see what services they may provide and if they will be cost effective.

**GOOD OF THE ORDER**

Next Council Meeting will be held on Wednesday, December 18<sup>th</sup> in place of the monthly workshop meeting. This will be the last meeting of the year.

**ADJOURNMENT:**

Motion to adjourn council meeting at 7:38pm

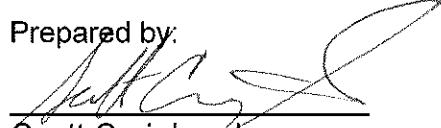
Motion: Chad Rager

2<sup>nd</sup>: Cole Buchina

All in favor --- Approved

  
Mr. Timothy Guffey  
Council President

Prepared by:

  
Scott Craighead  
Borough Secretary