

# **Borough of Elizabeth - Regular Meeting of Council – September 24, 2024 7:00 PM**

Call to order September 24, 2024 at 7:22pm - by Tim Guffey

Pledge of Allegiance

## **IN ATTENDANCE**

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

## **ABSENT**

## **ANNOUNCEMENTS:**

This meeting is being recorded for transcription of the minutest only.  
Executive Session to discuss personnel and contractual obligations. We are making an amendment to the agenda on new business item #2 – the amended information is noted in RED

## **VISITORS:**

Larry Ross: The last market will be on October 12<sup>th</sup>; Elizabeth Township Police will have a tent/area during the market. Light-Up Elizabeth Boro Holiday Event will be Sunday, November 10<sup>th</sup> 3p-7p, there will be 3 additional port-a-johns installed (2 behind Snowy's, 2 Strawberry Way)

Andy Miklos: Has 3 items to discuss.

1. The motion #2 on the new items; he feels it is a good idea to look at this more in-depth. Building codes require compliance with a building inspector because building permits go to the county and aid in reassessing properties and tax obligations.
2. Andy would like to see more with the council and how the town is moving forward with vacant properties and development. Specifically, the vacant houses and properties, what the plans are moving forward to not as many rentals but more permanent residents. There is programming available to help first-time home-buyers that they are not permitted to re-sell once the home is remodeled, creating a more permanent residential base for the borough.
3. Ordinance enforcement: he strongly believes in it, especially during this time of year, as political signs are all over. He pays for signs and feels that if people do not pay for signage, they should have the signs removed.

## **PUBLIC COMMENTS ON AGENDA ITEMS:**

None

## **APPROVAL OF MINUTES:**

Motion to approve the minutes of the August 21, 2024 Workshop Meeting and the August 27, 2024 Council Meeting.

Motion: Chuck Smith

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

All in favor ---- Approved

## **PAYMENT OF BILLS:**

Motion to pay the bills as presented.

Motion: Jason Berman

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

All in favor --- Approved

## **REPORTS**

**Mayor** – Nothing to report. It has been a good/quiet summer.

**Treasurer** – Report is in the packet for review

**Solicitor** – Nothing for public session

**Building Inspector** – Not Present – Nothing to report

**Animal Control** – Nothing to report

**Chief of Police** – Report is in the packet

- In the coming year of 2025, Chief Honick would like to see more involvement with DOT as it is a continual work in progress. Hopes that PennDOT will continue to partner with proper signage to redirect truck traffic accordingly.

**Borough Manager** –

- Construction is progressing on the sidewalks and green space project. The stamped concrete in the park will be installed this week. We still await a PennDOT permit to pave sidewalks on 2nd and 3rd avenues. Hoping to have that resolved in the next few weeks to continue the work and completion of those sidewalks before winter.
- Mark Turnley has completed the audit of 2023 finances, and there were no findings. They will present the audit to the council at the October Council Meeting. They have a few recommendations on some real estate concerns, and we will investigate that information further.
- You will see on the agenda tonight a motion to enter into an agreement with Elizabeth Township for a half-time building inspector and code enforcement person. We have a need to increase our time spent on code enforcement in the borough. This is an agreement that we feel will fulfill our needs and save us money rather than hiring our own staff member. It will provide us with additional savings on our insurances.
- Question regarding the Maple Ave. project: Tim Guffey asked, Where are we in the process of the Maple Ave Grant? The contract has not been returned from the COG/County to finish the project. At this point, we may have to push that project until the spring if the contract does not come back in time.
- Question on the Riverwalk/Barge: Chad Rager asked where we are on the process. The Army Corps wants updated drawings and plans from the engineers. Per the engineers, they are on the same plans that they had to provide to the Army Corps; if this is correct, then construction/raising of the barge would not happen until July, which would need to happen after Riverfest. Once the barge is raised, construction for the riverwalk can start.

**Public Works** – Report is in the packet

- Duke Park re-mulched? Grants are in the works to update the park, hopefully in the spring. This would include removing the old surface and installing a rubberized surface for safety.

**Budget & Finance** –

- A meeting needs to be scheduled for October to discuss the 2025 Budget. Please submit any ideas to Scott to discuss budgeting for projects.

**Parks & Recreation** – Nothing to report

**Ordinance** –

- The ordinance project is on a fast track, as it will be completed by July 2025.

**Personnel –**

- As per item #2, an amended motion was approved earlier in the meeting to discuss an inter-governmental agreement for a Building Inspector and Code Enforcement

**Economic Development –**

- Scott discussed updates on grants and work being done in the community during the manager report. CDBG 51 grant application for sidewalks

**Planning – Noting to report**

**OLD BUSINESS:**

Nothing to report

**NEW BUSINESS:**

1. Motion to make a second installment for partial payment to Pugliano for grant projects 19-GEDF-025 and 2020-GEDTF-147 of approximately \$180,000.00
2. Motion to approve Resolution 2024-06 to enter into an Inter -governmental Agreement with Elizabeth Township for a 3-year contract for a half-time Building Inspector at the cost of \$40,000 annually with a 5% increase in the second and third year. (Pending Solicitor review and approval along with Personnel Committee and approval)
3. Motion to certify the MMO retirement estimate for 2025 requiring zero(0) contribution to the fund.

Motion to approve all 3 motions as one motion – including the amended #2:

Motion: Chad Rager

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

All in favor --- Approved

**PUBLIC COMMENTS:**

Larry – Lafayette’s Exhibit at Bethesda Church Sept. 27 – Oct. 7 from 2p-6p and free to attend.

-- I agree with Andy that we all want the borough to continue growing as a vibrant community.

Scott – Many properties are being flipped, and those individuals who are fixing these houses are asking for more properties that could be available to be refurbished.

**GOOD OF THE ORDER:**

No Comments

A brief Executive Session will follow this meeting – Legal and personnel matters.

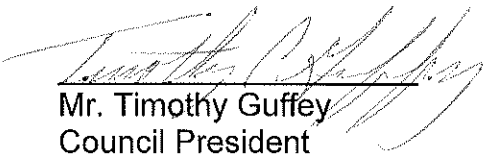
**ADJOURNMENT:**

Motion to adjourn council meeting at 7:39pm

Motion: Jason Berman

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

All in favor --- Approved



Mr. Timothy Guffey  
Council President

Prepared by:




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Scott Craighead  
Borough Secretary