

**Millersburg Borough Committee of the Whole
Council Chambers
September 27, 2023 Meeting Minutes**

Call to Order – President Dietz called the meeting to order at 20:13 with CI’s Hoke, Snyder, & Hoffman present. Mayor Bowman, Borough Manager Whitall and Secretary Jackson were also present.

Guests – None.

Employee Relations

Nothing to discuss.

Economic Development

Revitalization Plan – Manager Whitall reviewed the reminded everyone of the upcoming meeting with the consultant from Derk & Edson on Friday. The meeting will be to discuss what the Borough is looking for as far as a final product.

Streets

Waste Dumpster Permits – Council discussed a flat fee for Waste Dumpster Permits – this will be revisited during the budget discussions and Fee Schedule Resolution.

Streets Software Proposal – Manager Whitall and CI’m Hoffman presented a piece of software they attended a demo for. The software would streamline streets projects by using AI to conduct roads surveys and prioritize repairs. Council will revisit during the budgeting process.

Curb & Sidewalk Permit Application – Manager Whitall presented a sample sidewalk permit application provided by the Borough Engineer. Council would like the specifications from the ordinance on the permit and had questions regarding who would pay fees for engineering and who could inspect. Manager Whitall to follow up with the Engineer.

Parks & Recreation

Nothing to discuss.

Property

Nothing to discuss.

Public Safety

Ambulance Company Support – Tabled until October Business Meeting.

Finance

Budget Workshop – Council members engaged in budget discussion for 2024 for the remainder of the meeting.

Mayor – Nothing to report.

The meeting was properly adjourned at 9:43 PM.

Respectfully submitted,

James Whittall
Borough Manager