

Millersburg Borough Council Minutes
June 14, 2017
Millersburg Borough Council Chambers

Call to Order – President Dietz called the Council meeting to order at 7:05PM with Cl’ms Breach, Ibberson, Paden and Wolfe present. Mayor Ibberson and Secretary Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – Ken Beach, Carole Casner, Judy Fite, Linda Lehman, Kathy Mumma, Cindy Southard, David Sassaman

Approval of Minutes – Motion by Cl’m Wolfe, seconded by Cl’m Paden to approve the minutes from the May 10 and May 24, 2017 meetings as presented. Motion carried.

Public Comment

President Dietz recognized Judy Fite of 800 Church Street. Mrs. Fite wanted to follow up on her previous complaints regarding properties at 781 and 787/789 Church Street. At 781 Church Street, a dryer has been sitting on the front porch for two months, as well as boxes and an unused grill. There are high weeds along the side of the property, high grass and a pile of leaves. The back porch is full of garbage. Mayor Ibberson reported that any resident or municipality can call Dauphin County Solid Waste to report garbage not being taken away and the complaint will be investigated. Council directed Secretary Jackson to report the garbage at 781 Church to Keith Kepler at Dauphin County Solid Waste on behalf of Mrs. Fite.

President Dietz recognized Carole Casner of 785 Church Street, who was present to again report to Council the stagnant water in containers on the property at 787/789 Church Street and the odor of human waste in her front and back yards. President Dietz responded that Council needs to find out the status of any citations issued to the property owner by consulting the Borough Manager. Council directed Secretary Jackson to have Manager McGann contact Mrs. Casner to complete a complaint form under the new Property Maintenance ordinance.

Mrs. Fite also questioned when a large pothole will be repaired in front of 772 Church Street. Secretary Jackson reported that the Millersburg Area Authority will be doing that paving work in September.

President Dietz recognized Kathy Mumma and Cindy Southard. Ms. Mumma reported to the Council that she has emailed the list of PPL pole numbers and maps for approved poles in Phases I and II to Manager McGann. The project will be extending north on Market Street towards the Legion, south on Market Street towards BG’s, east on State Street, and Johnson Street. The Gun Club and Boat Club have given permission to use their poles. Upper Paxton Township will be contacted for permission to use poles in their municipality. Motion by Cl’m Wolfe, seconded by Cl’m Beach to approve the use of 28 and one-half poles as described by Ms. Mumma. Motion carried. President Dietz congratulated the Committee and the VFW on a successful Memorial Day program this year and thanked all involved for their efforts. Ms. Southard requested the Borough’s assistance with hanging approximately 60 banners for the next phase. Motion by Cl’m Wolfe, seconded by Cl’m Ibberson to approve the Public Works crew hanging the banners for Veteran’s Day. Motion carried.

Kathy Mumma, Cindy Southard, Linda Lehman, Carole Casner and Judy Fite then left the meeting.

Financial Reports – Motion by Cl’m Paden, seconded by Cl’m Ibberson to accept the Financial Report as presented. Motion carried. Motion by Cl’m Paden seconded by Cl’m Ibberson to approve the Check Detail Report as presented. Motion carried with yes votes from Cl’ms Breach, Dietz, Ibberson, Paden and Wolfe.

Committee Reports

Employee Relations

Chairman Kathy Wolfe requested an executive session at the end of the meeting.

Safety Regulations – Cl'm Wolfe and Manager McGann recently took a webinar on safety regulations. They reviewed their list of recommendations with the Borough's Ark Safety Consultant. The recommendations are proposed to be incorporated into the employee manual. Action was tabled. There will be discussion at the June 28 Committee meetings to prepare for formal action at the July Council meeting.

Finance and Risk Management

Audit Proposals (2017-2019) – Chairman Breach reported that the two proposals received were reviewed at the May Committee meetings. Motion to appoint J.H. Williams as the Borough's auditor for years 2017 through 2019 at their quoted prices. Motion carried with yes votes from Cl'ms Breach, Dietz, Ibberson, Paden and Wolfe.

KMIT Rehab Status – Council reviewed the KMIT's Annual Report to Management and discussed why the Borough is on the rehab list. Our KMIT Safety Consultant, Dylan Rule, will be meeting on June 22 with Cl'm Breach and Manager McGann. Cl'm Breach reported that Manager McGann is now doing incident follow-up and suggested to Mayor Ibberson that the same procedure be instituted and followed by the Police.

Parks and Recreation

Master Parks Plan Consultant – Six bids were received. JMT of York was the lowest at \$35,000. President Dietz reported that our DCNR representative recommends that the consultant have a registered landscape architect, that they are familiar with integrating green infrastructure in the park designs, that they have experience in obtaining DEP permits for park projects in floodplains and that the plan includes maintenance and operation costs. Motion by Cl'm Wolfe, seconded by Cl'm Paden to award to the lowest qualified bidder contingent upon meeting the DCNR representative's recommendations. Motion carried.

Local Study Committee At-Large Member – Secretary Jackson reported that no responses were received. President Dietz suggested a representative from a veterans' organization and directed Secretary Jackson to have Manager McGann reach out to the local VFW and Legion posts.

Event Agreement Amendment – WQLV Wine Festival – UPOD/WQLV has requested a date change for the Wine Tasting Event and Craft Fair. The date is now July 1, 2017. Motion by Cl'm Wolfe, seconded by Cl'm Breach to approve the agreement amendment as presented. Motion carried.

Event Agreement – Millersburg Assembly of God – The applicant would like to use Seal Park for a Children's Sports Camp from July 17-21 from 9:00AM until 1:00PM each day. The user fee was set at \$150. Seal park pavilion #4 would be utilized. Motion by Cl'm Wolfe, seconded by Cl'm Ibberson to approve the agreement as presented. Motion carried.

Event Agreement – Millersburg Rotary Tasting Tour of Millersburg – The applicant requests the use of Riverfront and MYO Parks, Borough streets and sidewalks on August 26 from 11:00AM to 5:00PM for a Tasting Tour of Millersburg. The user fee would be waived. The proceeds from the event would go towards the trees for the MYO Park renovation project. Motion by Cl'm Breach, seconded by Cl'm Wolfe to approve the agreement as presented. Motion carried.

Fountain Proposal – President Dietz reported that the proposal for work on the Daniel Miller fountain will be reviewed at the June Committee meetings.

Property

Exterior Lights – Secretary Jackson reported that this item had been on the tentative agenda but was subsequently removed because we have not received any quotes for installation from the two contacted vendors.

Groundhog Problem – Cl'm Wolfe reported that we have been quoted \$100-200 per groundhog for removal by our pest control company. The problem is in the area of the Welcome to Millersburg sign on Keystone Street. The Borough owns the land from behind the sign north, to the north side of the unmaintained street. This matter will be discussed further at the June Committee meetings.

Public Safety

Well Drilling Ordinance – Council reviewed a sample ordinance provided by DEP to prevent well drilling in the Railroad Street neighborhood affected by the contamination from 700 Market Street. Council directed Secretary Jackson to advise Manager McGann that he may proceed with drafting an ordinance.

Genesis House – President Dietz reported that Genesis House has opened in Elizabethtown for drug and alcohol addiction treatment.

Streets

2017 Paving Project Bids – Secretary Jackson announced that New Enterprise Lime and Stone Company submitted the only bid received.

Base Bid A	Cherry Street	\$13,997.50
Base Bid B	Intersection of Cherry & Race Streets	\$59,895.00
Base Bid C	Union Street	\$14,750.00

Motion by Cl'm Paden, seconded by Cl'm Wolfe to award Base Bids A & B to New Enterprise Lime and Stone, pending satisfactory review of all documentation by Borough Solicitor and Engineer. Motion carried with yes votes from Cl'ms Breach, Dietz, Ibberson, Paden and Wolfe. The award of Base Bid C is pending and Manager McGann is to contact New Enterprise to see if they will honor their price for 60 days.

Economic Development

Borough Website – President Dietz reported that the Borough's new website is being worked on.

Mayor's Report

Officer Trego Return to Work – Officer Trego returned to work on June 5th.

MIS Anti-Virus Software Quote – Mayor Ibberson reported receiving a quote from MIS for AVG for three years for 12 machines for \$624. Secretary Jackson and Manager McGann currently have Bit Defender. Secretary Jackson is waiting for Bill Stoeffler's response on license status and will relay to Mayor Ibberson.

Millersburg Fireworks – Event is set for July 3rd.

Manager's Report – Written report provided to all Cl'ms.

Local Government Safety Seminar – Manager McGann is speaking at this event in Harrisburg on July 19th. Lunch and parking are included. Mileage reimbursement is requested. Motion by Cl'm Breach, seconded by Cl'm Wolfe to allow Manager McGann to attend the seminar and to reimburse his mileage. Motion carried with yes votes from Cl'ms Breach, Dietz, Ibberson, Paden and Wolfe.

Unfinished Business

Borough Ordinance No. 2-17 West Street “No Parking” – Council reviewed communications and pictures provided. Motion by Cl’m Breach, seconded by Cl’m Wolfe to have Manager McGann write letters to residents at 168 and 178 Pine Street advising them that this matter was researched and the Council will be taking no further action. Motion carried.

New Business

Rail Trail Complaint – Council reviewed a letter sent by the Upper Paxton Township Supervisors regarding a complaint from one of their residents that there are unleashed dogs on the Lykens Valley Rail Trail. The Supervisors are expecting the Borough to handle this matter. Council agreed this would be reportable to the State Police. The matter was tabled until Manager McGann is able to relay comments from the Ned Smith Center’s Director.

Appointment to Civil Service Commission – Commission member George Wright submitted the name of Jeffrey Chase Lamereaux. Mayor Ibberson stated that a background check will be performed.

Borough Resolution No. 17-11 – Council ratified this resolution which honors the service of Baylor C. Custer as past Councilman and Mayor. Motion by Cl’m Ibberson, seconded by Cl’m Breach to approve Borough Resolution No. 17-11 as presented. Motion carried.

Waiver of Zoning Permit Fee – Council considered the matter of waiving the permit fee for a project at the Millersburg Area High School. The project is for a new weight room and would be funded by the Make-A-Wish Foundation for Eric Erdman, a Millersburg youth who is battling cancer. The Millersburg Planning Commission agreed to waive the permit fee pending research to determine if there have been other waivers for non-profits, but none were found. Motion by Cl’m Ibberson, seconded by Cl’m Breach to waive the \$60 fee. Following discussion, Cl’ms Ibberson and Breach rescinded their motion and second respectively.

Dauphin County Department of Drug & Alcohol Services – Cl’m Breach provided information to the Council on a new resource that resulted from the efforts of the Northern Dauphin County Drug Task Force. Breach requested that the information be added to the Borough’s website and she will approach UD COG to request that member municipalities add it to their websites. Motion by Cl’m Breach, seconded by Cl’m Ibberson to approve adding this resource to the Borough’s website and Face Book page. Motion carried. Cl’m Breach will email a graphic to Manager McGann.

Communications – All communications were made available to Cl’ms. Cl’ms were reminded of the COG meeting on Thursday, June 15th at the Carsonville Fire House.

Organization Reports

Upper Dauphin COG – President Dietz reported that the presentation was by Dauphin County/Tri-County Planning regarding Dauphin County growth. The study will go into the County Comprehensive Plan.

Millersburg Planning Commission – Cl’m Wolfe reported that they approved a number of building permits. There was no May meeting.

Millersburg Pool Association – Secretary Jackson reported that the Splash Party on June 13th had over 400 in attendance.

Millersburg Fire Company – Cl’m Ibberson had no report.

Millersburg Area Authority – President Dietz referred Cl’ms to their meeting minutes. Secretary Jackson will confirm the facilities tour RSVP’s with Authority Manager McCarron for Cl’ms Breach, Dietz, Ibberson, Paden and Wolfe.

Millersburg Ferry Boat Association – President Dietz stated that the boats will be running Friday through Monday and holidays until they get another captain trained.

Dauphin County Tax Collection Committee – Secretary Jackson reported that they will be meeting next week.

Dauphin Lebanon County Boroughs Association – President Dietz reported that there will be a July meeting.

Zoning Hearing Board – Secretary Jackson reported that there was no meeting.

Upper Dauphin Industrial Development Authority – Ken Beach reported that they met recently and allowed Bethesda Mission to refinance their loan at a lower rate.

President Dietz called an executive session at 9:32PM for Council to discuss an employee compensation issue. Mr. Beach and Mr. Sassaman left the meeting. President Dietz called the meeting back into regular session at 9:45PM.

Employee D. Hooper Hourly Rate – Motion by Cl'm Wolfe, seconded by Cl'm Paden that based on a positive 6 month review employee Dan Hooper's hourly rate be increased to \$14.00 effective June 11, 2017. Motion carried with yes votes from Cl' ms Breach, Dietz, Ibberson, Paden and Wolfe.

Waiver of Zoning Permit Fee – Motion by Cl'm Ibberson to waive the \$60 permit fee for the Make-A-Wish TEK Foundation weight room project at the High School. Motion was then rescinded by Cl'm Ibberson. The \$60 check received by the Borough will be returned to Ms. Ruch and the fee will be paid by a private donor.

Next Meeting – President Dietz announced that Committee meetings will be June 28th.

Motion by Cl'm Breach, seconded by Cl'm Ibberson to adjourn the meeting at 9:50PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary