

**Millersburg Borough Committee of the Whole  
Council Chambers  
August 23, 2023 Meeting Minutes**

**Call to Order** – President Dietz called the meeting to order at 20:06 with Cl’ms Campisi, Hoke, Hoch, and Hoffman present. Mayor Bowman, Borough Manager Whitall and Secretary Jackson were also present.

**Guests** – None.

**Employee Relations**

**Secretary Special Projects** – Secretary Jackson stated that she very much enjoyed working on the Tourism Brochure project and would like to take on other projects as needed. She is on the Tax Committee, attends COG, as well as other Borough and Regional committees. President Dietz asked if Secretary Jackson would mind serving as the Borough Representative to MAWT, Secretary Jackson indicated that she enjoyed being a part of that committee and would accept the appointment. It was discussed that any committee which required attendance as a Borough commitment would be paid time. COG meetings would be situational based on the topic.

**Public Safety**

**Ambulance Company Support** – President Dietz reviewed the funding request from the ambulance company. A shared funding solution with the Township will be addressed during budget workshops in the coming months.

**Finance**

**Finance Chair** – Councilman Hoke offered to assist Councilman Brian Hoch with his duties as Finance Committee Chair during budgeting season due to his busy schedule. Councilman Hoffman offered to assist with Property Committee duties as needed.

**Debit Card Policy** – Council reviewed the Debit Card Use Policy from 2006. Discussion was had around updating the policy to reflect the current economy and technology. Councilman Hoke suggested getting a credit card so that we could take advantage of points programs. Councilman Hoch requested Secretary Jackson solicit information from the bank and Manager Whitall to set up a meeting with him to discuss.

**Streets**

**Waste Dumpster Permits** – Manager Whitall discussed the current policy of charging residents for a Waste Dumpster Permit and then charging them again for Reserved Parking in which to place the permitted dumpster. He believed this to be unfair to residents and asked for clarification from Council. After brief discussion, Council advised that only the Waste Dumpster Permit fee would be charged, unless the placement is in a metered spot.

**Property**

**Game Commission Head Bin** – Secretary Jackson relayed a request from the Game Commission to place a deer head collection dumpster at the Pine Street Lot. The Dumpster would be for hunters to drop off heads to check for Chronic Wasting Disease. All heads will have to be placed in bags (provided by the Game Commission) and the bin will be emptied 1-2 times per week. Council stated that they were ok with this placement as long as no waste was found around the bin, the bin was kept clean and presentable, and emptied regularly.

Secretary Jackson left the meeting.

**Economic Development**

Revitalization Plan Discussion – Manager Whittall informed Council that at a recent meeting with Dauphin County DCED Director, George Connor, it was suggested that the Borough perform a Downtown Revitalization Plan and Study. Manager Whittall was directed to reach out to the PA Downtown Center for recommendation on a consultant for the project. Some things discussed that should be considered were: Walkability, Tourism, Cultural/Historic events, Millersburg Branding.

**Mayor** – Nothing to report.

The meeting was properly adjourned at 9:43 PM.

Respectfully submitted,

James Whittall  
Borough Manager