

April 8, 2015
Regular Meeting – Council Chambers
Millersburg, Pennsylvania

Call to Order – President Dietz called the Council meeting to order at 7:07PM with Cl’ms Boyer, Ibberson, and Paden present. Mayor Ibberson, Manager McGann and Secretary Jackson were also present. Solicitor Kerwin arrived at 8:23PM. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – Harry Bricker III, Michael Baker, Dan Fralick, Lynne McCreary, Stacey Oxenrider, Walter Sproat and Matthew Tschopp. John Orr arrived at 8:40PM

Approval of Minutes – Motion by Cl’m Paden, seconded by Cl’m Ibberson to approve the minutes from the March 11, 2015 meetings as presented. Motion carried.

Public Comment

Walter Sproat - Mr. Sproat was a resident of 258 Union Street, first floor, which is the property that recently burned down. He spoke in favor of rental inspections and urged Council to act. President Dietz thanked Mr. Sproat for his comments and stated that Council is working on this issue. Cl’m Boyer explained that there is a special committee currently working on property maintenance codes. Phase 1 is a general code for the exterior of properties and is almost complete. Phase 2 is rental inspections which will immediately follow Phase 1. Cl’m Boyer reiterated that the Council is aware of this issue and is concerned. Mr. Sproat then left the meeting.

Millersburg Boat Club Members – Cl’m Boyer reported that Council has amended the proposed boat storage ordinance to allow one dock and one boat and will not be assigning spaces. The provisions remaining the same as in the previous version of the proposed ordinance are keeping the center section of the riverbank open and requiring boaters to register their docks. Council directed Manager McGann to post Borough Ordinance No. 2-15 and Borough Resolution No. 15-01 on the Borough’s website. Mr. Fralick requested Council’s permission to post a sign with Boat Club contact information at the bottom of the Moore Street boat ramp. Council directed Manager McGann to work with Mr. Fralick on the location. Mr. Baker, Mr. Fralick, Mr. Oxenrider and Mr. Tschopp then left the meeting.

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

Committee Reports

Employee Relations

Part-Time Parking Meter Enforcement – Motion by Cl’m Boyer, seconded by Cl’m Ibberson to hire Hayden Smith as a parking meter attendant at \$8.25 per hour, up to twelve hours per pay period, following the hiring procedure in the Employee Manual. The start date shall be after all testing is completed and clearances are obtained. A ninety day trial period will be adhered to. Motion carried with yes votes from Cl’ms Boyer, Dietz, Ibberson and Paden.

Finance and Risk Management

Certificates of Deposit – President Dietz reminded CI'ms to be aware that we have three CD's coming up for renewal later this year and one in early 2016.

Parks and Recreation

Landscaping at "Welcome to Millersburg" Sign – CI'm Boyer reported that the flowers will be going in shortly.

Ferry Boat Anchors – CI'm Boyer reported that the equipment needed for installation has been reserved for April 13th.

River Front Clean Up – CI'm Boyer reported that the tentative date for the clean up is Friday, April 17th. Dauphin County Prison trustees will be assisting that day and arrangements can be made for additional days if necessary.

Welcome Center Restroom – CI'm Boyer reported that repairs to plumbing are on-going.

Stump Grinding Agreement – Manager McGann reported that he took the Committee's provisos back to Mr. Williard. Mr. Williard has not yet confirmed that his equipment can do the job as specified. The matter was tabled.

Facility Use Agreement – Girls Softball – The organization requests the use of Bradenbaugh Park softball field for practices and games from March 1 through August 1. Their rosters and certificate of insurance have been provided. The user fee would be waived. Motion by CI'm Ibberson, seconded by CI'm Paden to approve the agreement. Motion carried. Additionally, CI'm Boyer expressed concern about Mr. Turner's letter which stated that if the facility wasn't built this spring, the organization would fold. Council was unaware of this. Council directed Manger McGann to relay to Mr. Turner that the Council supports them and ask, Do they have drawings? Do they have funding? Have they spoken to Jere Troutman? Have they consulted Light-Heigel?

Facility Use Agreement – Wedding – The copy of the agreement is unsigned so the matter was tabled. Manager McGann is to contact the applicants.

Ferry Boat Sign Proposal – Council reviewed Pannier's quote for the sign at \$3,608 and RET Associates' quote for installation at \$4,342. Motion by CI'm Boyer, seconded by CI'm Paden to approve both proposals contingent upon approval by the Ferry Boat Association Board. Motion carried.

Ned Smith Festival Bonfire Request – Manager McGann reported that the Augusta Regiment of historical re-enactors is requesting permission to have a cooking fire behind the Gun Club during the festival. Council directed Manager McGann to add this to the event agreement.

Riverfront Park Swings – Council discussed methods to install the frames and agreed to have the frames made 2 feet longer, put into the ground and covered with dirt.

Riverfront Park Kiosk – President Dietz directed Manager McGann to post both sides of the latest tourism brochure.

Riverfront Park Ruts and Trail Damage – Ruts were discovered in the area between Center and North Streets and at Pine Street. President Dietz directed Manager McGann to contact Dauphin Precision Tool to get an update on the status of the spill clean-up, specifically to find out how much longer the equipment will be in the area. CI'm Boyer reported that the clean up crew has damaged the edges of the walk-way. Manager

McGann is to find out the status of Dauphin Precision Tool's report to their insurance carrier regarding the incident.

Riverfront Park Bollards – Mayor Ibberson reported that the paint on the bollards is quite faded. Council directed Manager McGann to contact Tara Ely to find out what type of paint she would recommend.

Chelton Avenue Cave In – Upper Paxton Township Supervisor John Orr gave a briefing on the proposed emergency repair project. Since one new structure will be within the Borough, the Borough, Township and Millersburg Area Authority will need to communicate with each other and their respective engineers. Mr. Orr then left the meeting.

President Dietz called an executive session at 8:58PM to discuss legal matters. Mr. Bricker and Ms. McCreary left Council Chambers. President Dietz called the meeting back into regular session at 9:11PM with Mr. Bricker returning to Council Chambers.

Property – There was no report.

Public Safety – Chairman Ibberson reported that two part-time police officers have started.

Streets

2015 Street Paving – Advertise for Bids – Council reviewed the prepared Invitation to Bid. One correction was made – sixth paragraph, “informalities” should be “formalities”. Bid opening is set for May 13th. Motion by CI'm Paden, seconded by CI'm Ibberson to approve the invitation to bid with the noted correction and to advertise one time in the Upper Dauphin Sentinel. Motion carried with yes votes from CI'ms Boyer, Dietz, Ibberson and Paden. Manager McGann announced a pre-bid conference scheduled for April 27th at 1:00PM and invited Council members.

Mr. Bricker left the meeting.

Mifflin Township Invoice for Salt – Motion by CI'm Paden, seconded by CI'm Ibberson to pay the invoice for \$1,120. Motion carried with yes votes from CI'ms Boyer, Dietz, Ibberson and Paden.

Economic Development

Shop Small – Chairman Dietz reported that the group met recently. The merchants will be proceeding with assembling swag bags and planning Summertime Second Saturdays.

Mayor's Report – Mayor Ibberson reported that the two new part-time police officers will be working two shifts per week. Mayor will be looking into grant funding to replace our Tasers which are too old to be repaired. Motion by CI'm Ibberson, seconded by CI'm Paden to move \$1,000 from the part-time police officer wages line item into (to be created) parking meter attendant wages line item. Motion carried. President Dietz reported that a final proposal was given to the Patrol Officers Association to avoid arbitration, but no response has been received to date.

Manager's Report – Manager McGann reported that the Public Works crew checked site distances and letters will be going out to property owners in violation. Mayor Ibberson requested that the speed check lines be repainted. Mayor Ibberson then left the meeting. Manager McGann will be attending Upper Dauphin's Career Day tomorrow afternoon.

Unfinished Business

Borough Ordinance No. 2-15 Boat Docking – Council agreed to change Section 6 – Boat Docking Season Set to read “Docks and watercraft may be kept along the shore between March 15 and December 31”. Motion by Cl’m Boyer, seconded by Cl’m Ibberson to advertise the ordinance one time in the Upper Dauphin Sentinel for adoption at the May 13 Council meeting and to advertise again if necessary following the April 22 Committee meetings. Motion carried with yes votes from Cl’ms Boyer, Dietz, Ibberson and Paden.

Borough Resolution No. 15-01 Boat Docking Regulations- This was tabled until the May 13th Council meeting.

Millersburg Ferry Boat Association BL Companies Invoice- Manager McGann reported that the Ferry Boat Association Board has approved this invoice. Motion by Cl’m Ibberson, seconded by Cl’m Boyer to forward the BL Companies invoice for \$530 to Dauphin County for payment. Motion carried.

LVRT Signage Proposal – Council reviewed the listing of signs chosen by the Ned Smith Center which totaled \$3,746. Three rules signs would be needed at \$1,278 (Display Graphics Nov. 2014 prices). Motion by Cl’m Boyer, seconded by Cl’m Ibberson to approve the purchase of the three rules signs from Display Graphics for an additional 10% over the \$1,278 and to approve the Ned Smith Center’s request for signs (vendor unknown at this time). Purchase capped at \$8,000. Motion carried with yes votes from Cl’ms Boyer, Dietz, Ibberson and Paden.

Consent Agreement – This agreement is between the Borough and Brent Boyer and regards the property at 2 N. Market Square. Motion by Cl’m Ibberson, seconded by Cl’m Paden to approve the Consent Agreement. Motion carried. Cl’m Boyer abstained due to being one of the parties in the agreement.

New Business

KMIT Annual Meeting – President Dietz has completed the proxy and will sign it. Council had no issues.

Borough Resolution No. 15-06 - DCNR Grant Application – This resolution is a required document for the MYO Park Revitalization Project application and states that Manager McGann will electronically sign the grant documents. Motion by Cl’m Paden, seconded by Cl’m Ibberson to approve Borough Resolution No. 15-06. Motion carried.

Dauphin County Heritage Mural – President Dietz announced that he has been working with Carl Dickson on ideas regarding the town’s history and the location for the mural. More information is to come.

Communications – All communications were made available to Cl’ms. Secretary Jackson had one addition which was DLCBA’s quarterly meeting invitation. President Dietz will attend.

Organization Reports

Upper Dauphin COG – Cl’m Paden attended the March meeting but had nothing to report.

Millersburg Planning Commission – Manager McGann reported that work continued on the zoning ordinance draft. They will be pursuing making more formalized procedures for issuing building permits.

Millersburg Area Pool Association – Cl’m Boyer had nothing to report.

Millersburg Fire Company – Cl’m Ibberson reported that they did not meet yet this month.

Millersburg Area Authority – President Dietz referred CI’ms to their meeting minutes.

Dauphin County Tax Collection Committee – Secretary Jackson reported that a website is being created to provide access to by-laws, minutes, budgets, audits, etc. Plans are being finalized for the state-wide conference next month.

Property Maintenance Ordinance Committee – CI’m Boyer reported that the Committee meets next week. He expects that they will approve the draft document and he will bring it to Council next.

Next Meetings – President Dietz announced that the Committee meetings will be April 22.

Adjournment – Motion by CI’m Ibberson, seconded by CI’m Paden to adjourn the meeting at 9:50PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary