

**Millersburg Borough Council  
Council Chambers  
March 27, 2024 Meeting Minutes**

**Call to Order** – President Dietz called the meeting to order at 6:00PM with CI’ms Campisi, Hoffman, Hoke, Hoy and Snyder present. Mayor Alan Bowman, Manager James Whitall, Junior Council Person Kees VanDeWalle and Secretary Ann Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

**Guests** – Darlene Roadcap, Millersburg Area Ambulance Association  
Doug Snyder, Sean Grimm, Millersburg Fire Company No. 1

**Public Comment**

President Dietz recognized Darlene Roadcap, who provided clarification on the funding timing for the Ambulance Association. She also clarified that volunteers do not ride on calls but provide background checks and become members of the Ambulance Association prior to providing whatever services they perform. The request for the \$42,000 donation for 2024 may be paid at any interval Council chooses.

President Dietz then recognized Doug Snyder who reported on the preconstruction meeting at Sutphen in Dublin, Ohio. Build sheets were reviewed with engineers and Millersburg Fire Company representatives, Sean Grimm, Ashton Snyder, Colby Snyder and himself. The chassis should be started within nine months. Chief Snyder and Mr. Grimm then left the meeting.

**Unfinished Business**

**Millersburg Area Ambulance Association Funding Request** – Motion by CI’m Hoffman to contribute \$42,000 to the Millersburg Area Ambulance Association to be paid out as scheduled payments from the General Fund Reserve account. There was no second and the motion failed. President Dietz requested that Ms. Roadcap provide an update during July and scheduled this matter to be revisited at the second monthly meeting in August.

**Ken Clean Masonry - Invoice for December 2023 Work** – Council reviewed the invoice for work on the parapet walls at both entrances at 101 West Street. Motion by CI’m Hoffman, seconded by CI’m Hoke to pay the invoice for \$4,200 to Ken Clean Masonry from the General Fund checking account. Motion carried with yes votes from CI’ms Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

**Ken Clean Masonry - Phase II Payment Schedule** – Council reviewed the payment schedule provided by Mr. Waggoner. Motion by CI’m Hoffman, seconded by CI’m Hoy to approve the Phase II payment schedule as presented. Motion carried with yes votes from CI’ms Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

**Ken Clean Masonry - Proposal for Additional Masonry Repairs - West Wall** – Council reviewed the proposal for services. Motion to approve work on the west side of the building for \$4,385. Motion carried with yes votes from CI’ms Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

**Market Square Park Project Discussion** – President Dietz updated the Council following a recent meeting with FSA and YSM representatives. Drawings were reviewed including landscaping, the gazebo and electrical service. Designs are to be 60% complete by July. President Dietz directed Manager Whitall to ask the Authority the best way to get water to both Market Square and Veterans Parks.

## **New Business**

Facility Use Agreement - Diamond Ray Healing Arts – Kelsey Snyder requests the use of Riverfront Park in front of the Gun Club building for sound healing fundraiser events on May 15<sup>th</sup>, June 12<sup>th</sup>, July 10<sup>th</sup> and August 14<sup>th</sup> from 7:00 to 9:00PM. Cl'm Campisi reported that all profits will go towards the Community garden. Motion by Cl'm Campisi, seconded by Cl'm Hoke to approve the agreement as presented and to waive the user fee. Motion carried.

Conservation Committee – Cl'm Campisi requested to organize a committee, open to the public, to organize clean up days, pursue grants and look for opportunities to implement conservation related efforts in the community. No Council action was deemed necessary for her to proceed. Projects will be presented to Manager Whittall.

Cl'm Campisi left the meeting.

2024 Humane Society Contract Amendment – Council reviewed an amendment regarding acceptance of feral cats and restating the intake fees for dogs and cats for 2024. Motion by Cl'm Hoffman, seconded by Cl'm Hoy to approve the contract amendment as presented. Motion carried with yes votes from Cl'ms Dietz, Hoffman, Hoke, Hoy and Snyder.

Dauphin County Local Government Forum Invitation – Council reviewed the invitation. Secretary Jackson will RSVP for Cl'ms Hoffman and Snyder, Mayor Bowman and herself.

The next meeting will be on April 10<sup>th</sup>. The meeting was properly adjourned at 7:46PM upon motion by Cl'm Hoffman, seconded by Cl'm Hoke. Motion carried.

Respectfully submitted,

Ann Bowman Jackson  
Borough Secretary