

**Millersburg Borough Council
Council Chambers
April 10, 2024 Meeting Minutes**

Call to Order – President Dietz called the meeting to order at 6:00PM with Cl’ms Boyer, Campisi, Hoy and Snyder present. Mayor Alan Bowman, Captain Richard Gamez, Crew Leader John Hoffman and Secretary Ann Jackson were also present. Manager Whitall arrived at 7:00PM. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – Jamie Getz, Emily Snyder, Lahndon Moore and William Carrasco

Approval of Minutes – Motion by Cl’m Snyder, seconded by Cl’m Boyer to approve the minutes from the March 13 and March 27, 2024 meetings as presented. Motion carried.

Public Comment

President Dietz recognized Mr. Jamie Getz, owner/resident at 603 Union Street, who was present regarding the recently installed No Parking signs. Mr. Getz stated that Lincoln Street runs alongside his property and parking is quite tight on his block and in the neighborhood. President Dietz explained that the new signs were put up to address a public safety issue, in consultation with the Fire Chief. Larger fire apparatus necessitate more space to navigate Borough streets. This was done under a 90-day trial period, and the matter is to be revisited in July to ensure that traffic is flowing correctly, prior to becoming permanent. Additionally, Mr. Getz thanked the Council for putting in the stop sign on Union Street at Lincoln. His application for a permit to install a privacy fence was denied 18 months ago; Secretary Jackson was directed to refer the matter to Karen Brown to revisit and respond to Mr. Getz via letter. Cl’m Snyder offered to work with Chief Snyder to reassess all three streets recently posted No Parking This Side to possibly make adjustments.

Crew Leader Report – Mr. Hoffman reported on the following:

- Street sweeping is going well. Debris was stockpiled.
- The river bank cleanup will happen after the river drops.
- The new No Parking This Side signs are all installed.
- Mike Schwenk from Residential Services will be adding a 50-amp breaker in Market Square Park for the Chery Blossom Festival musical entertainment. Secretary Jackson was directed to get his certificate of insurance, listing the Borough as additionally insured.
- The Crew is ready for Clean Up Day. No change to traffic pattern from last year. Crew will be off on Friday.
- The deer head bin was picked up by the Game Commission. 154 heads were collected and tested; none were positive for CWD. Mr. Hoffman approved the site for use next season.
- Dauphin County installed a new sign at their recycling site. The Crew leveled out the lot.
- Grossers will be coming next week to clean out the compost site.
- Cl’m Boyer requested that the potholes get patched in the parking lot and on the road into MYO Park and that the lights get repaired in Seal Park pavilions.
- Cl’m Campisi requested wood chips for the community garden to re-do the walkways.
- Cl’m Snyder request that the Crew fill potholes in Ridgewood Park where a child is playing.

Mr. Hoffman left the meeting after giving his report.

President Dietz called an executive session at 6:40PM to discuss two personnel matters. Mr. Getz left Council chambers.

Manager Whitall arrived part-way through the Executive session. Captain Gamez left the meeting at the conclusion of the executive session.

The meeting was called back into regular session at 7:30PM. Millersburg High School students Ms. Snyder, Mr. Moore and Mr. Carrasco entered Council chambers and signed in.

Financial Reports – Council reviewed the Financial Report. Motion by Cl'm Campisi, seconded by Cl'm Hoy to approve the report for the month ending March 31, 2024. Motion carried. President Dietz directed Manager Whitall to research credit card options with PSAB, COG and DLCBA.

Motion by Cl'm Hoy, seconded by Cl'm Snyder to approve the Check Detail Report. Motion carried with yes votes from Cl'ms Boyer, Dietz, Hoy and Snyder. Cl'm Campisi abstained due to two checks being made payable to her.

Employee Relations Committee – Nothing to report.

Finance & Risk Management Committee – Nothing to report.

Parks & Recreation Committee

Update – Cl'm Campisi reported that the bee boxes will be going in at the garden and the Millersburg High School Conservation Club will be putting in monarch weigh stations in Seal and MYO Parks at preapproved locations.

Property Committee – Nothing to report.

Public Safety Committee

Discussion on Increasing Volunteer Fire Tax Credit – Cl'm Snyder reported to the Council that under Act 72, the Borough has annually issued between 10 and 14 earned income tax credits at a maximum of \$250 each. Cl'm Snyder proposed creating an earned income tax exemption for all who qualify, to draw and retain firefighters. He and Secretary Jackson will work on specifics of the proposal for the April Committee meeting.

Streets Committee

Revised Facility Use Agreement – MAWT Cherry Blossom Festival – Council reviewed the revised agreement, with updated language regarding the location of the Car Show. Manager Whitall reported that there is no change in the traffic pattern. A portion of Union Street must remain open west of Race Street to allow access to Mid Penn Bank's drive-through. President Dietz directed that flyers be distributed to the affected businesses. Motion by Cl'm Snyder, seconded by Cl'm Campisi to approve the revised agreement. Motion carried.

Facility Use Agreement - Memorial Day Parade – VFW Post 5507 requested the use of Market Square and various streets on May 27th from 8AM to 11AM for the annual Memorial Day parade and ceremony. There are no changes from last year. Motion by Cl'm Snyder, seconded by Cl'm Campisi to approve the agreement as presented. Motion carried.

Economic Development Committee

Dauphin County Tourism Grant – Manager Whitall reported that he was notified that the 2020 grant money has not been spent.

Mayor's Report – Statistical report was distributed to all CI'ms.

Manager's Report – Written report was distributed to all CI'ms. Manager Whitall reviewed some of the highlights from his report.

Engineer's Report – Written report was distributed to all CI'ms. We received an invoice from FSA for their work on the Pine Street bank stabilization project. This is a possible project for 2025 Capital Improvement funds.

Code Enforcement Officer's Report – Written report was provided to all CI'ms.

Junior Council Person's Report – No report. Manager Whitall gave information regarding the Junior Council Person's program to the visiting high school students.

Unfinished Business

FSA Invoice No. 51726 – Council reviewed the invoice for \$3,500 for services for the Market Square Park, period ending March 30, 2024. Motion by CI'm Snyder, seconded by CI'm Campisi to forward the invoice to Dauphin County for payment from the Gaming Grant. Motion carried.

New Business

Millersburg Area Ambulance Association Liaison Appointment – This item was tabled.

Quick Ticket Ordinance Amendment – Approval of Legal Notice – Council reviewed the legal notice and updated language to the ordinance draft, provided by Code Enforcement Officer, Karen Brown. The amendment allows for the filing of a citation in the event of unpaid fines. Motion by CI'm Snyder, seconded by CI'm Campisi to approve the legal notice as presented for advertisement in the Citizen Standard. Motion carried with yes votes from CI'ms Campisi, Dietz, Hoy and Snyder. (CI'm Boyer had stepped out of Council chambers and returned following voting.)

PSAB Conference Registration & Voting Delegate Designation – Motion by CI'm Snyder, seconded by CI'm Campisi to approve Package D at \$100 for Mayor Bowman to attend the PSAB Conference. Motion carried with yes votes from CI'ms Boyer, Campisi, Dietz, Hoy and Snyder.

Communications – All CI'ms received the listing. There was nothing requiring Council action.

Organization Reports

Upper Dauphin COG – President Dietz reported that the next meeting will be April 18th at Washington Township. Guests will be Robb Consulting, to speak about the EMS Study; Doug Brown and George Conner to speak about the Brownfield grants and a representative from Senator Rothman's office.

Millersburg Planning Commission – CI'm Boyer reviewed a letter from the Planning Commission to the Borough Council regarding Tanner's Run. Council approved the Commission's request to head up a project to assist Council with options for a repair.

Millersburg Area Pool Association – CI'm Campisi gave a report on the Board's recent meeting.

Millersburg Fire Company – January 9, 2024 meeting minutes and October through February financial reports were provided. The Audit Committee's letter was received indicating a clean audit of the 2023 records.

Millersburg Area Authority – February 5 and March 4, 2024 meeting minutes were provided to all CI’ms.

Dauphin County Tax Collection Committee – January 17 Reorganizational and February 21, 2024 Special meeting minutes were provided to all CI’ms.

Millersburg Ferry Boat Association – No minutes. President Dietz reported that the Rotary Club will be painting on April 20th and 27th.

Dauphin Lebanon County Boroughs Association – President Dietz reported that the next meeting will be April 30th. CI’m Campisi will be one of the speakers.

Zoning Hearing Board – No report. Council was reminded of the vacancy. There is also a vacancy on the Property Maintenance Appeals Board.

Upper Dauphin Industrial Development Authority – No report.

Millersburg Borough Safety Committee – Manager Whitall reported that the traffic safety mirrors are here.

Garden Committee – CI’m Campisi reported that work is progressing. A number of work days are scheduled. Primer has been put on the shed. Art students will be doing a mural on the shed. Raised boxes will be coming. All plots are rented. The volunteer schedule is in place. Garden Day is June 2nd.

The next meeting will be on April 24th. The meeting was recessed to the call of the chair at 8:52PM.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary