

**Millersburg Borough Committee of the Whole  
Council Chambers  
April 24, 2024 Meeting Minutes**

**Call to Order** – President Dietz called the meeting to order at 8pm with Cl’ms Hoffman, Hoke, Boyer and Campisi present. Mayor Bowman, Borough Manager Whitall, and Junior Council Person VanDewalle were also present.

**Employee Relations**

Nothing to discuss.

**Economic Development**

**2024 Safe Routes to School Grant** – Manager Whitall expressed interest in applying for the grant with a focus on the area around the school. He indicated that bike and pedestrian counts were already being performed in key areas with the help of the Tri-County Planning Commission. Suggested uses for the grant included sidewalk improvements on Center Street by the pool, upgraded crosswalks with ADA access. Cl’ms Hoke and Hoffman will meet with Manager Whitall to discuss project scope in the coming weeks. Manager Whitall will reach out to the Township about potentially including a sidewalk from Rte 209 up Rte 25 at Center Street.

**Streets**

**Post Office Handicap Parking** – Manager Whitall presented a request by a resident to designate the spot on the corner of Boyd/Union Streets (in front of the Post Office) as a Handicap Spot. Council discussed and decided not to move forward with the request citing a lack of ADA accessibility to the Post Office front door and the availability of a drive-up mailbox in front of Food Plus.

**Height Street Maintenance** – Manager Whitall discussed a complaint received by a resident of Wert St. Due to the parking restrictions, she would like to start parking in her off-street parking which is accessed from height Street which could use some new stone. A neighbor’s stormwater runoff is directed into the alleyway and pools in a pothole. Council advised Manager Whitall to observe the pooling of stormwater during the next rain event and have the Codes Officer check out the neighbor’s stormwater/spouting.

**Parks & Recreation**

**Market Square Park** – Nothing new to discuss.

**Property**

**Reamer Lot Sale** – Manager Whitall presented verbiage for a deed restriction requiring a timeline for development as discussed by Council. Cl’ms Boyer and Hoke will work on verbiage for an RFP for developers.

**Public Safety**

Volunteer Firefighter Tax Credit – Tabled.

**Finance**

Credit Card – Manager Whitall presented information on the PLGIT P-Card which offers rewards at different spending levels. He recommended applying for the card whose balance would be deducted from other PLGIT accounts at the end of every month. He also recommended using the card to pay recurring utility bills and subscriptions to maximize the cash back rewards which would be deposited into the other PLGIT account at the end of the Fiscal year. Council requested the item be added to the May business meeting agenda for a vote.

**Mayor**

Nothing to report.

**Junior Council Person** – JCP VanDewalle updated Council on the progress of establishing a Producer's/Farmer's market in Veteran's Park. He indicated that he has had difficulty finding vendors as most are selling at different area markets throughout the week. MAWT would be discussing sponsoring the project for insurance purposes at their upcoming meeting.

**Other Business:**

Polk Foundation Discussion – Council discussed issues surrounding Polk Foundation properties and concerns over their tax exemptions. Manager Whitall was asked to research whether a fee for services could be applied to the organization in a manner similar to what the City of Harrisburg does with the Capital Complex.

The meeting was adjourned at 9:00 PM.

Respectfully submitted,

James Whitall  
Borough Manager