

**Millersburg Borough Council  
Council Chambers  
June 26, 2024 Meeting Minutes**

**Call to Order** – President Dietz called the meeting to order at 6:03PM with Cl'ms Boyer, Campisi, Hoffman, Hoke, Hoy and Snyder present. Mayor Alan Bowman, Borough Manager James Whitall and Secretary Ann Jackson were also present. Solicitor Kerwin arrived at 7:00PM. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

**Guests** – William Carl, Darin Evans, Megan Harris, Marge & Terry Miller, Yvonne Miller, Wendy Osman, Keaton Parker

**Approval of Minutes** – Motion by Cl'm Hoke, seconded by Cl'm Boyer to approve the minutes from the May 22, 2024 Committee of the Whole meeting as presented. Motion carried.

**Public Comment**

President Dietz recognized Darin Evans of 328 Church Street, who was present to advise Council that there is a man with mental health issues disturbing their neighborhood. Yvonne Miller, who stated that the individual is her nephew who is currently residing with her, explained that she has called multiple agencies asking for assistance and cannot find help. Various neighbors in attendance added that they are fearful for themselves, Ms. Miller and her nephew. Cpt. Gamez joined the meeting to explain Millersburg Borough Police Department's involvement so far and what options are available to Ms. Miller. President Dietz offered to contact Dauphin County authorities as well as Northen Dauphin Human Services for assistance.

Mr. Evans also made Council aware of the speeding issue on Seal Street and requested flashing yellow lights. Manager Whitall offered use of speed bumps as a solution. Cl'm Hoke reported that Council is currently working on a Safe Routes to School project which may offer a solution.

Cpt. Gamez and all guests left the meeting.

Cl'm Campisi reported that epoxy resin is being used at Stain, Paint & Create without personal protective equipment being used and said she felt that parents need to be notified, as this is a safety concern. Cl'm Hoke reported that the Borough's Zoning Officer has been overseeing the building modifications, as far as proper ventilation is concerned. President Dietz said that Council has never found this to be within their purview, but that Cl'm Campisi could pursue this as a private citizen. Manager Whitall was directed to contact BIA to question why people would be permitted to use the chemicals without a working fan.

**Employee Relations Committee**

**Executive Session** – President Dietz called an executive session at 7:18PM for Council discussion of personnel matters and a legal issue. Cl'm Hoy and Cpt. Gamez stepped out of Council chambers for different portions of the executive session. Solicitor Kerwin and Cpt. Gamez left the meeting at the conclusion of the executive session. President Dietz called the meeting back into regular session at 9:11PM.

**Amendment to the Agenda** – Motion by Cl'm Hoke, seconded by Cl'm Campisi to amend the agenda based on an emergency of a potential hazard to life and property regarding 510/512 Moore Street. Motion carried.

510/512 Moore Street – Motion by Cl'm Hoke, seconded by Cl'm Snyder to have Solicitor Kerwin execute a lien against the owner of 510/512 Moore Street for the demolition costs of the property, based on Judge Cherry's ruling. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

Holiday Pay for New Employees – Manager Whitall requested that the 60-day waiting period be waived for employees Campisi and Englar. There was no motion.

Administrative Employee Compensation During Jury Duty – Secretary Jackson reported that she served on jury duty but also had Borough work time. As per current policy, Council agreed that she is to reimburse the Borough for her jury duty pay and that she is to use time worked as comp time.

### **Finance & Risk Management Committee**

Approval of 2023 Financial Statements & Legal Notice – Motion by Cl'm Hoffman, seconded by Cl'm Hoke to approve the 2023 audit and to place the required notification in the Citizen Standard. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

PLGIT Procurement Card Policy – Tabled.

Borough Resolution No. 24-05 Borough Employee Spending Limits – Tabled.

Discussion on Auditor Appointment/RFP – Motion by Cl'm Snyder, seconded by Cl'm Boyer to have Secretary Jackson request a quote from JH Williams CPA for a three-year commitment. Motion carried.

### **Parks & Recreation Committee**

Facility Use Agreement – Millersburg Fire Company No. 1 Fireworks Event – Council reviewed the agreement which has no changes from last year. Motion by Cl'm Boyer seconded by Cl'm Campisi to approve the agreement with the fee waived, contingent upon receiving the proper certificates of insurance from the Fire Company and the pyrotechnics vendor. Motion carried with Cl'm Snyder abstaining due to being a member of the Millersburg Fire Company.

Flood Risk Solutions Invoice No. 204915 – Council reviewed the invoice for coverage on the MYO Park restrooms. Motion by Cl'm Hoke, seconded by Cl'm Snyder to approve payment to Flood Risk Solutions Inc. for \$1,085.76 as presented. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

AR Concrete Estimate – Riverfront Park – Tabled.

**Property Committee** – Nothing to report.

Ken Clean Masonry – Manager Whitall reported that the workers have returned to the Borough building to do the work on the west wall, but they are not putting in full days. Motion by Cl'm Hoke, seconded by Cl'm Hoy to terminate Ken Clean and to hire another subcontractor. Motion carried. Manager is to advise Peach Michael that the Borough will be hiring another vendor and that the work will be coordinated with all parties.

**Public Safety Committee** – Nothing to report.

### **Streets Committee**

Review of 90-Trial Period No Parking This Side – Tabled.

Upper Paxton Township Salt Invoice – Council reviewed the invoice for salt purchased on May 13, 2024. Motion by Cl'm Hoffman, seconded by Cl'm Snyder to approve payment of the invoice for \$1,741.0 as presented. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

### **Economic Development Committee**

DCNR Grant Agreement – Tabled.

### **New Business**

Federal Surplus Property Program Registration Renewal – Tabled.

PPL Notice – Manager Whitall reported that the Borough received a notice from PPL advising that they filed a request with the PA PUC to permit them to increase the maximum distribution system improvement charge from 5% to 9%. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to send a letter of response to the PA PUC that Millersburg Borough Council is opposed to this request. Motion carried.

### **Updates From Employee Relations Chair**

Cl'm Campisi reported that there will be an employee luncheon on June 27<sup>th</sup> at MYO Park and that the office will be closed from noon to 3:30.

Public Works overtime was discussed. Whichever employee is scheduled for the closing the restrooms on the weekend is to take his hours worked off on a Friday to avoid overtime.

Motion by Cl'm Hoffman, seconded by Cl'm Campisi to adjourn the meeting at 9:50PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson  
Borough Secretary