

**Millersburg Borough Council
Council Chambers
August 28, 2024 Meeting Minutes**

Call to Order – President Dietz called the meeting to order at 6:00PM with Cl'ms Boyer, Campisi (arrived at 7:38PM), Hoffman, Hoke, Hoy and Snyder present. Mayor Alan Bowman, Borough Manager James Whitall, Junior Council Person Kees Van DeWalle and Secretary Ann Jackson were also present. Solicitor Kerwin arrived at 7:30PM. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – April Pellegrini, 2365 Kensington Stret, Harrisburg
Eli Shutt, 603 Bowman Street, Millersburg
Sharon Nace – 946 Union Street, Millersburg

Public Comment

President Dietz recognized Ms. Pellegrini, who addressed the Council regarding a safety issue, specifically the visibility of a School Zone sign on Route 25. Ms. Pellegrini reported that she was stopped and cited by a Borough Police Officer for speeding in a School Zone. She retraced her route and noticed that the lower portion of the School Zone sign was partially covered by brush. Cl'm Hoffman directed that Upper Paxton Township be advised to trim the brush away from the sign. President Dietz directed Mayor Bowman to speak with the Officer in Charge regarding possibly withdrawing the citation. President Dietz also directed Manager Whitall to contact Dan Troutman at the school to confirm times that the flashing sign is activated.

President Dietz next recognized Eli Shutt, who addressed Council regarding proposed Borough Ordinance No. 3-24. Mr. Shutt was given clarification on the portion of Bowman Street that will be affected. Ms. Nace stated her opposition to the Ordinance and requested that the No Parking be placed on the south side of Bowman between Church and Height Streets. Council discussed various alternatives. No further action was taken.

Ms. Pellegrini left the meeting.

Committee Reports

Employee Relations Committee – Nothing to report.

Finance & Risk Management Committee

Liquid Fuels Allocations – Cl'm Hofman reported that he and Manager Whitall reviewed General Fund expenses to determine which items could be funded with Liquid Fuels money. Motion by Cl'm Hoke, seconded by Cl'm Hoffman to reallocate \$14,995 from Liquid Fuels to the General Fund. Motion carried.

Parks & Recreation Committee

Historical Society – Local History Day – Council reviewed the information and schedule provided by Scott Isenberg. The date is September 13th. MYO pavilion #3 has been reserved for the students to have their lunch. The police, Manager Whitall and Crew Leader John Hoffman have been provided with the pertinent information. The police are to provide an increased presence and traffic cones are to be utilized for student safety throughout the walking tour.

President Dietz recessed the Business meeting to the call of the chair at 7:00PM and opened the Committee of the Whole meeting.

Canal Trail Improvements – Following a review by Scott Isenberg and Crew Leader John Hoffman, it was determined that several projects could be done with in-house labor. The owner of the boat house has given his approval for the house to be removed. Two bridges need to be rebuilt. Council directed that our engineer be consulted for approval on the reconstruction plan. The trail will be widened to better accommodate EMS access. Council directed that these projects be accomplished on fill-in time/spare time only.

Market Square Park Project – Council reviewed samples of the floorboard material for the gazebo and preferred the textured sample.

President Dietz recessed the Committee of the Whole meeting at 7:10PM and reopened the Business meeting.

Property Committee

Cl'm Hoke reported that the source of the leak in Manager Whitall's office was located and repairs are underway. Manager Whitall was directed to contact Farhat to ask about the timeframe of the bridge replacement project, with reference to renting the offices in the Borough building.

Public Safety – Nothing to report.

Streets Committee

Formal Adoption - Borough Ord. No. 3-24 – Parking Restrictions on Wert, Bowman & Lincoln Streets – No action was taken.

Storm Sewer Pipe East Center Street – Manager Whitall reported that the 4-foot pipe is completely clear all the way to Route 209. Upper Paxton Township is to be requested to review the pipe from Route 209 south.

Facility Use Agreement – VFW Post 5507 Halloween Parade – The organization requests the use of Market Square and various Borough streets on October 16th from 6-9PM for the annual Halloween parade. Motion by Cl'm Hoffman, seconded by Cl'm Snyder to approve the agreement with the user fee waived. Motion carried.

Facility Use Agreement – VFW Post 5507 Window Painting Contest – The organization requests the use of Veterans Park and the 100, 200 and 300 blocks and sidewalks of Market and Union Streets on October 14th from 11AM to 5PM for the annual window painting contest. Motion by Cl'm Hoffman, seconded by Cl'm Hoy to approve the agreement as presented with the user fee waived. Motion carried.

Handicapped Parking Space Application – 622 Union Street – Manager Whitall provided photographs for Council's review and recommended approval. Motion by Cl'm Boyer, seconded by Cl'm Campisi to approve the application. Motion carried.

Handicapped Parking Space Application – 763 Church Street – Manager Whitall provided photographs for Council's review and reported that no proof of the applicant possessing a handicapped placard was provided with the application. The applicant will be advised that the application is being delayed.

Economic Development Committee

Payout of Tourism Grant Funds – Manager Whitall reported that we received unused 2020 Tourism Grant funds, which were earmarked for this year's Music in the Park events. Ms. Shearer provided proof of

payment to the vendor. Motion by Cl'm Campisi, seconded by Cl'm Snyder to pay out the \$1,500 to Krystle Shearer as requested. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

APWA Central PA Chapter 2024 Symposium and Equipment Show – Manager Whitall and all four Public Works employees would like to attend this event on September 19th. There is no registration fee, lunch is provided and they would travel in two Borough trucks. Motion by Cl'm Snyder, seconded by Cl'm Hoffman to approve the request. Motion carried.

Unfinished Business

Approval of July 24, 2024 Committee of the Whole Meeting Minutes – Motion by Cl'm Snyder, seconded by Cl'm Hoffman to approve the minutes as presented. Motion carried.

Review of Manager's Schedule – Manager Whitall provided a reworked schedule due to child care responsibilities. Motion by Cl'm Snyder, seconded by Cl'm Hoke to approve the schedule as presented. Motion carried. The Office hours are to be posted as 8-3:30 Monday, Tuesday and Wednesday, 8-4:30 Thursday and 8-3 Friday.

New Business

YSM Invoice No. 7793 – Council reviewed the invoice for design services for the Market Square Park project. Motion by Cl'm Hoffman seconded by Cl'm Hoy to forward the invoice to Dauphin County for payment from the Borough's Gaming Grant. Motion carried.

Mr. Shutt and Ms. Nace left the meeting.

President Dietz called an executive session at 7:43PM for a legal discussion. The meeting was called back into regular session at 9:10PM.

Township Letter To Frank Klinger – Motion by Cl'm Snyder, seconded by Cl'm Hoke to have Cl'ms Hoffman, Boyer and Dietz review the letter written by Upper Paxton Township Supervisor Stoner to Mr. Frank Klinger, regarding flooding issues at his 540 Union Street property. The letter will also be reviewed by Solicitor Kerwin and then forwarded to all Cl'ms to decide by a phone poll whether to approve sending it, with said action being ratified at the next Council meeting. Motion carried.

Legal Notice – Demolition of 510/512 Moore Street – Motion by Cl'm Hoke, seconded by Cl'm Snyder to place an emergency bid notice in The Daily Item as soon as possible advertising the RFP for demolition of the property at 510/512 Moore Street. Bids are to be received by 5PM on September 11, 2024. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder. Solicitor Kerwin is to review the full RFP. Manager Whittall is to place the RFP on the Borough's website and provide it to contractors.

The next meeting is scheduled for September 11th at 6PM.

Motion by Cl'm Hoy, seconded by Cl'm Hoke to adjourn the meeting at 9:20PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary