

**Millersburg Borough Committee of the Whole  
Council Chambers  
September 25, 2024 Meeting Minutes**

**Call to Order** – Vice President Boyer called the meeting to order at 20:47 with Cl’ms Hoke, Snyder, Hoffman, and Campisi present. Mayor Bowman, Secretary Bowman-Jackson. and Borough Manager Whitall were also present.

**Employee Relations**

Nothing to discuss.

**Economic Development**

Nothing to discuss.

**Streets**

**Handicap Parking Ordinance Amendment** – Manager Whitall presented an amendment to the 2019 Residential Handicapped Parking Ordinance that would add requirements and penalties for not parking completely within the bounds of the designated handicap parking space. Additionally, the amendment requires residents submitting their annual renewal to include a copy of their PennDOT issued HC Parking placard and valid vehicle registration. Restrictions on spaces per block were also added. Council discussed and Manager Whitall was directed to forward the draft to Solicitor Kerwin for approval and add the item to the October 9 Business Meeting agenda.

**Sidewalk Replacement** – Cl’m Hoffman initiated discussion around requiring residents to replace their sidewalks. Manager Whitall presented several options from other municipalities including requiring the homeowner to have a sidewalk inspection prior to selling a property and working the cost of replacement into closing costs from the sale. Other municipalities have taken a phased approach to replacement, requiring certain blocks to commit to replacement during different years and with bulk pricing from a contractor. Council will revisit at the next Committee meeting on October 23.

**Street Sweeping** – Cl’m Hoffman presented a quote from Central PA Sweepers to contract out street sweeping in 2025. The quote is less than it cost the Borough to rent a sweeper for a week, includes someone from the company to run the sweeper, and eliminates Public Works Overtime for pickup and delivery of the machine. The proposal would also free the Public Works Crew up from street sweeping to work on other projects in Spring. Cl’m Hoffman also discussed budgeting for a second round of street sweeping in fall when leaves have ben picked up.

**Parks**

**Market Square Park Update** – Cl’m Boyer presented samples of decking material to be used in the gazebo.

**Property**

Nothing to discuss.

**Public Safety**

Nothing to discuss.

**Finance**

Nothing to discuss.

**Mayor**

Nothing to discuss.

**Junior Council Person**

Not present.

**Other Business**

FEMA MGT 416 Course (Continuity of Operations Planning for Rural Municipalities) – Manager Whitall presented the course to be hosted at the Borough Office in Q1 2025. Council suggested dates. Manager Whitall will forward out the final date once approved by the course vendor. There is no cost to the Borough for the course and other municipalities will be invited to attend.

2025 Budget Workshop – Tabled until October.

The meeting was adjourned at 21:18

Respectfully submitted,

James Whitall  
Borough Manager