

**Millersburg Borough Committee of the Whole
Council Chambers
June 25, 2025 Meeting Minutes**

Call to Order – President Dietz called the meeting to order at 8:38pm with Cl'ms Boyer, Hoke, Hoffman, Campisi, and Hoy present. Mayor Bowman, and Borough Manager Whitall were also present.

Employee Relations

Employee Leave Policy – Cl'm Campis presented a policy to include maternity/paternity leave, parental leave, and Foster leave in the employee manual. Council asked Manager Whitall to look at the cost impact and have an updated draft on the July agenda.

Economic Development

America250 Celebration – Manager Whitall indicated that he spoke to a representative of the fire company about fireworks on the 4th in 2026. They indicated that its more expensive and they feel that they would be competing with major cities for the 250th.

Streets

Parking Meters – Manager Whitall presented a proposal for new, coin-operated parking meters. The meters feature a QR code where residents can also pay with their phone. They are upgradeable to a version that accepts credit cards if Council wants to go that direction in the future. There is a funding option where the company would receive a percentage of parking ticket fines and meter fees to put towards the balance until the meter heads are paid off. Draft agreement is pending from the vendor, CivicSmart.

Golf Cart Ordinance – Manager Whitall presented feedback from Solicitor Kerwin's review of the Ordinance. Edits will include the Solicitor's comments and a requirement for the operator to have a valid driver's license.

Parks

Market Square Park Update – Cl'm Boyer initiated discussion about inspections for the Market Square Park Project. The Manager's limited construction knowledge leaves some gaps in inspection ability. The Borough should look to ensure thorough inspections for a half-million-dollar project. Manager Whitall indicated that electrical inspections would be covered by BIA in the UCC permit, wheelchair lift inspections would need to be done by Labor & Industry, Mr. Strodoski will be doing inspections when payment requests are received. Cl'm Boyer will reach out to Chuck about his inspection milestones, Manager Whitall will get an inspection schedule from BIA and Council will hire YSM to cover a few inspections in between.

MYO Park Campground – No updates.

Property

Daniel Miller House – A draft 99 year lease agreement from Solicitor Kerwin was provided for review. No discussion.

Public Safety

Nuisance Ordinance – Manager Whitall presented Nuisance Ordinance verbiage to address properties from which noxious odor complaints had originated. Council suggested that this would fit under the current Nuisance Ordinance and would clarify language. Cl'm Boyer to discuss with the Police Department.

Police Candidate – Cl'm Hoke stated that he knows of a local candidate that was interested in being a Police Officer. Council discussed the current department and potential for growth. Discussion tabled until closer to budget time.

Cl'm Campisi called in to the meeting at 9:26pm.

Finance

Nothing to discuss.

Community Outreach

Millersburg Pool – Cl'm Campisi provided a brief update and stated that sandblasting was being quoted.

Local Government Event – Cl'm Campisi informed Council that the Pool would be hosting a National Night Out event on 8/5 and that Borough Council members were encouraged to attend.

Mayor

Nothing to discuss.

Other Business

COG EMS Committee Update – President Dietz provided an update about the COG EMS Study which is nearing completion.

The meeting was adjourned at 9:45pm

Respectfully submitted,

James Whitall
Borough Manager