

**Millersburg Borough Council
Council Chambers
July 9, 2025 Meeting Minutes**

Call to Order – Council President Dietz called the meeting to order at 6:00PM with Cl'ms Boyer, Campisi (arrived at 6:05PM), Hoffman (arrived at 6:14PM), Hoke, Hoy and Snyder (joined remotely) present. Mayor Alan Bowman, Manager James Whitall and Secretary Ann Jackson were also present. Solicitor Kerwin arrived at 6:27PM. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – John Hoffman, Shane Liddick, Bill Specht and Jason Turns, Millersburg Area Girls Softball

Public Comment

President Dietz recognized Shane Liddick who attended to see if Council had any follow-up questions regarding his visit last month. Mr. Liddick reported that BIA will not issue a temporary occupancy permit stating that all codes must be followed. The previous confusion was attributed to Mr. Liddick's contractors not working from drawings that had BIA's approval. Mr. Liddick reported that things are now back on track and then left the meeting.

President Dietz recognized Bill Specht and Jason Turns who were present to discuss recent storm damages from Tanner's Run, including damages to Bradenbaugh ballfield. Council agreed that the area immediately south of Frank Klinger's Union Street apartment building should be excavated to the exposed end of the pipe. The apartment building and the area to the south are entirely within Upper Paxton Township. Grosser Excavating provided a quote for \$9,500 to do the work. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to draft an easement to be obtained from Frank Klinger, Carol Reisch, AW Troutman's and Upper Paxton Township (if necessary) working in conjunction with the Millersburg Area Authority and to apply for an emergency DEP permit towards the goal of opening the channel and leaving it open until further funding can be obtained and to ask Upper Paxton Township to pay half of Grosser Excavating's expense or use another funding source (Dauphin County or Millersburg Area Authority). Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke and Hoy. Cl'm Snyder was unavailable for the vote. Hold Harmless agreements will be needed for MAGS and Mr. Klinger. Grosser's is to provide their certificate of insurance, listing the Borough as additionally insured. President Dietz will contact Dauphin County to ask that the fee for using the ballfield at Wiconisco Park be waived, should MAGS need to use that field. Mr. Turns also asked if MAGS volunteers could have permission to clean up the bird sanctuary. President Dietz responded that Council would make that decision at a later time. Mr. Specht and Mr. Turns left the meeting.

President Dietz called an executive session at 7:27PM. Manager Whitall, Mr. Hoffman and Secretary Jackson left Council chambers. The meeting was called back into regular session at 7:59PM with Whitall, Hoffman and Jackson returning to Council chambers.

Approval of Minutes – Motion by Cl'm Hoy, seconded by Cl'm Hoffman to approve the minutes from the May 28, June 11 and June 25, 2025 Council and Committee meetings as presented. Motion carried.

Financial Reports – Council reviewed the Financial Report through June 30, 2025. Motion by Cl'm Campisi, seconded by Cl'm Hoffman to approve the report as presented. Motion carried.

Motion by Cl'm Campisi, seconded by Cl'm Hoy to approve the Check Detail Report. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke and Hoy. Cl'm Snyder was unavailable for the vote.

Council directed Secretary Jackson as follows:

- The 510/512 Moore Street lot has been repaired to Council's satisfaction; the final \$3,000 is to be paid to Chubb Construction.
- The check has been received from Dauphin County Land Bank Authority for the demolition of 510/512 Moore Street. The full amount of \$50,000 is to be paid onto the principle of the Mid Penn Bank loan for this project.
- The Financial Report is to show the draws on the Market Square Park Revitalization Project loan.

Crew Leader Report – Mr. Hoffman reviewed his report with Council.

Cl'm Snyder rejoined the meeting.

President Dietz called an executive session at 8:26PM. Manager Whitall, Mr. Hoffman and Secretary Jackson left Council chambers. The meeting was called back into regular session at 9:00PM with Whitall, Hoffman and Jackson returning to Council chambers.

Finance & Risk Management Committee

Market Square Park Revitalization Project – Council directed Secretary Jackson to open a new account to hold the draws from the loan for the project.

Parks & Recreation Committee

Market Square Park Updates – Chuck Strodosky is doing inspections and will invoice the Borough for his services. Manager Whitall reported that sponsorship receipts are approximately \$10,000. BIA's Required Inspection timeline was provided to all Cl'ms.

Reallocation of Riverfront Clean Up to Shade Tree Expenses – Cl'm Boyer reported that the \$6,500 budgeted for riverfront cleanup was not used this year due to rain and that the area will instead be cleaned up by hand., for trash, small debris, etc. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to reallocate the funds for the riverfront cleanup to the shade tree expense account for tree removal and trimming. Motion carried.

Property Committee

Sunbury Motors Invoice No. 7004954 – M-9 – Council reviewed the invoice for \$2,915.19 for a water pump repair to M-9. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to pay the invoice as presented. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

Flood Risk Services, Inc. Invoice No. 209905 – Council reviewed the invoice for \$1,085.76 for coverage the MYO restrooms. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to pay the invoice as presented. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke, Hoy and Snyder.

Streets Committee

Meckley's Invoice No. 166246 – Council reviewed the invoice for \$1,099.23 for stone. Motion by Cl'm Hoffman, seconded by Cl'm Hoke to pay the invoice as presented. Motion carried with yes votes from Cl'ms Boyer, Dietz, Hoffman, Hoke, Hoy and Snyder. Cl'm Campisi had stepped out of the room.

FSA Invoice No. 55267 – MYO Park Road and FSA Invoice No. 55268 – West Street – Council reviewed both invoices for \$3,755 and \$3,980, respectively. Motion by Cl'm Hoffman, seconded by Cl'm Hoy to pay

both invoices as presented from the Liquid Fuels account. Motion carried with yes votes from Cl'ms Boyer, Dietz, Hoffman, Hoke, Hoy and Snyder. Cl'm Campisi returned after the vote.

2025 Streets Project Bid Packet – Council reviewed the plan sets prepared by FSA for West Street/Plum Street and MYO Park Road projects. The work is planned for September. Motion by Cl'm Hoffman, seconded by Cl'm Boyer to advertise the projects in The Citizen Standard with bids to be opened at the August 13th meeting. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoy and Snyder. Cl'm Hoke voted no.

Cl'm Snyder requested that Manager Whitall continue to advise the public on up-coming streets projects. Cl'm Hoffman suggested that the streets master plan be reviewed with an overlay of street complaints received from the public to make sure that the Borough is prioritizing repairs correctly.

Economic Development Committee – Nothing to report.

Community Outreach Committee – Cl'm Campisi reminded everyone about National Night Out.

Mayor's Report – Monthly statistical report was provided to all Cl'ms. Cl'm Hoke complimented Officer Comp for taking time to assist with cleanup when a tree limb came down on his house during a recent storm.

Manager's Report – Written report was distributed to all Cl'ms. MAWT's Christmas Tree Lighting was highlighted, scheduled for November 29 from 2-7PM. Cl'm Hoffman reported that there is a possible sinkhole at Gilbert and Race Streets. Council addressed submitted questions from Lori Schoffstall regarding sale of the Pine Street lot. Cl'm Hoffman reported that there is a pile of dirt and sod in Seal Park near one of the disc tee locations.

Engineer's Report – Written report was distributed to all Cl'ms.

Code Enforcement Officer Report – May's report was distributed to all Cl'ms. Manager Whitall and Rebecca Smith Witmer are currently handling property maintenance complaints.

Cl'm Hoy left the meeting.

Unfinished Business

KH Electric, LLC Application for Payment #1 – Council reviewed the application for payment for \$4,500.98. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to forward the invoice to Dauphin County for payment. Motion carried.

Request for Proposals – Building Codes Administration – Council reviewed the draft. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to place the advertisement in The Citizen Standard. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoffman, Hoke and Snyder. The notice is also to be put on the Borough's website and Facebook page.

Borough Ordinance No. 7-25 – Golf Carts – Legal Advertisement – Council reviewed the latest draft of the ordinance. Motion by Cl'm Campisi to advertise. There was no second to the motion. President Dietz referred the matter back to Committee.

YSM Invoice No. 8170 – Market Square Park Revitalization Project – Council reviewed the invoice for \$1,789.70. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to forward the invoice to Dauphin County for payment. Motion carried.

FSA Invoice No. 55264 – Market Square Park Revitalization Project – Council reviewed the invoice for \$2,490. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to forward the invoice to Dauphin County for payment. Motion carried.

New Business

Borough Resolution No. 25-03 – Dauphin County Hazard Mitigation Plan – This resolution states Council's intention to adopt Dauphin County's Hazard Mitigation Plan. Motion by Cl'm Hoffman, seconded by Cl'm Campisi to approve Borough Resolution No. 25-03 as presented. Motion carried.

MIS Quote No. AAAQ4718 – SonicWall Upgrade – This matter was tabled.

Appointment of Zoning Hearing Board Alternate Solicitor – Motion by Cl'm Campisi, seconded by Cl'm Hoffman to appoint Linus Fenicle with Smigel, Anderson & Sacks, LLP as alternate solicitor for the Zoning Hearing Board. Motion carried.

Appointment of Zoning Hearing Board Alternate – It was reported that Board member Alphas Klinger moved out of the Borough. Motion by Cl'm Hoffman, seconded by Cl'm Boyer to appoint Donald Wingard as an alternate Zoning Hearing Board member. Motion carried.

Communications – Listing was provided to all Cl'ms. There was nothing requiring Council action.

Organization Reports

Upper Dauphin COG – President Dietz reported that the next meeting will be on July 17th at Washington Townships. A vote is expected on the final EMS study.

Millersburg Planning Commission – No report.

Millersburg Area Pool Association – Cl'm Campisi reported that Upper Paxton Township held a meeting regarding the pool.

Community Garden Committee – Cl'm Campisi reminded everyone about Garden Day, on July 12th in the evening.

Millersburg Area Working Together – No report.

Millersburg Planning Commission – May 7, 2025 meeting minutes were provided to all Cl'ms.

Millersburg Shade Tree Commission – May 7, 2025 meeting minutes were provided to all Cl'ms.

Millersburg Fire Company – May 13, 2025 meeting minutes were provided to all Cl'ms. Cl'm Snyder reported that the fireworks help was great.

Millersburg Area Authority – No report.

Dauphin County Tax Collection Committee – No report.

Millersburg Ferry Boat Association – No report.

Dauphin Lebanon County Boroughs Association – No report.

Zoning Hearing Board – No report.

Upper Dauphin Industrial Development Authority – No report.

Property Maintenance Appeals Board – No report.

Millersburg Borough Safety Committee – No report.

Millersburg Area Ambulance Association – June 2, 2025 meeting minutes were provided to all CI'ms.

The next meeting will be on July 23rd at 6:00PM. The meeting was recessed to the Call of the Chair at 10:20PM.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary