

January 5, 2026
Reorganization Meeting – Council Chambers
Millersburg, Pennsylvania

Meeting Call to Order – Mayor Alan Bowman called to order the Reorganization Meeting of the Millersburg Borough Council at 6:00PM with Cl'ms Campisi, Hoke, Hoy and Snyder (remotely) present. Cl'ms Elect Boyer, Hershey and Hoffman, Borough Manager James Whittall and Borough Secretary Ann Jackson were also present. The invocation was given by Mayor Bowman, followed by the Pledge of Allegiance.

Guests – Stephen & Melodye Hilton, Dean Hershey, Donna & Scott Meyers, Jean Chilson, Shelby Shade, Jeff Lamereaux, Celina Reed, Chris Smucker, Charity, Jaben and Briella Jury, Samantha Rivera and Jason Botzer

Presentation of Certificates of Election – Secretary Jackson reported that all four Certificates of Election have been received.

Swearing in of Newly Elected Council Members – Secretary Jackson administered the Oath of Office to Brent E. Boyer, Debbie Hershey and Skyler J. Hoffman as Councilmembers.

Nomination and Election of Council President – Mayor Bowman conducted the election of Council President, calling for nominations. Cl'm Hoffman nominated Cl'm Boyer for President. There were no other nominations. Motion carried and Mayor Bowman declared Cl'm Boyer Borough Council President.

Nomination and Election of Council Vice President – Mayor Bowman called for nominations for Council Vice President. Cl'm Hoy nominated Cl'm Snyder for Vice President. Cl'm Boyer nominated Cl'm Hoke. There were no other nominations. Mayor Bowman called for separate votes on both nominees and declared Cl'm Hoke Borough Council Vice President.

The meeting was then turned over to President Boyer.

Nomination and Election of Council President Pro-Tempore – President Boyer called for nominations for Council President Pro Tempore. Cl'm Hoke nominated Cl'm Snyder for the office of President Pro Tempore. There were no other nominations. Motion carried and President Boyer declared Cl'm Snyder as Borough Council President Pro Tempore.

Photographs were taken to commemorate the occasion. All guests left the meeting afterwards.

Appointment of Solicitor – Motion by Cl'm Campisi, seconded by Cl'm Hershey to reappoint Terrence J. Kerwin of Kerwin and Kerwin as Borough Solicitor for the next two years. Motion carried.

Appointment of Zoning, Building Code and Property Maintenance Code Administrator – Motion by Cl'm Hoke, seconded by Cl'm Hoffman to appoint Barry Isett & Associates as the Borough's Zoning, Building Code and Property Maintenance Code Administrator. Motion carried.

Appointment of Emergency Management Coordinator and Deputy Emergency Management Coordinator – Motion by Cl'm Campisi, seconded by Cl'm Hoy to reappoint Sean Grimm and John Brabits as Emergency Management Coordinator and Deputy Emergency Management Coordinator, respectively. Motion carried, with Cl'm Snyder abstaining due to Ms. Snyder being his spouse.

Appointment of Borough Manager – Motion by Cl'm Hoke, seconded by Cl'm Campisi to reappoint James Whitall as Borough Manager. Motion carried.

Appointment of Secretary-Treasurer – Motion by Cl'm Hoffman, seconded by Cl'm Hoy to reappoint Ann Bowman Jackson as Borough Secretary-Treasurer. Motion carried.

Appointment of Junior Council Person – Manager Whitall reported that there are currently no applicants.

Appointment of Auditor – Motion by Cl'm Hoffman, seconded by Cl'm Hoke to appoint J.H. Williams, CPA as the Borough auditor. Motion carried.

Appointment of Engineer – Motion by Cl'm Hoffman, seconded by Cl'm Hoke to reappoint FSA as Borough engineers. Motion carried.

Appointment of Millersburg Fire Company #1 Auditor – Borough Representative – Motion by Cl'm Campisi, seconded by Cl'm Hoy to appoint Judy Snyder as the Borough's representative to the Fire Company's Audit Committee. Motion carried.

Appointment of Vacancy Board Chair – No action taken.

Unfinished Business

The Tax Collector position remains vacant as well as various board seats. Council will work on filling these positions.

New Business

Committee Assignments

Employee Relations Committee – Cl'm Boyer
Finance & Risk Management Committee – Cl'm Hoy
Parks & Recreation Committee – Cl'm Boyer
Property Committee – Cl'm Hoke

Public Safety Committee – Cl'm Snyder
Streets Committee – Cl'm Hoffman
Community Outreach – Cl'm Campisi
Economic Development Committee – Cl'ms Campisi
& Hershey

President Boyer gave an overview of how he envisions proceeding this year and assigned Committee chairs with the task of generating a five-year plan for their committees. This is to be completed and emailed to Manager Whitall in advance of the January 14th Council meeting.

Motion by Cl'm Hershey, seconded by Cl'm Hoke to adjourn the meeting at 6:49PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary