

Millersburg Borough Council
Council Chambers
June 10, 2026 Meeting Minutes

Call to Order – Council President Boyer called the meeting to order at 6:00PM with Cl'ms Campisi (arrived at 7:52PM) Hershey, Hoke and Snyder (remote access) present. Mayor Alan Bowman, Manager James Whitall and Secretary Ann Jackson were also present. An invocation given by President Boyer. Followed by attendees reciting the Pledge of Allegiance.

Scheduled Guests – Audrey Schulkins and Eugene Nye

Approval of Minutes – Motion by Cl'm Hoke, seconded by Cl'm Hershey to approve the minutes from the April 22, May 13 and May 27, 2026 Council and Committee meetings as presented. Motion carried.

Financial Reports – Council reviewed the Financial Report through May 31, 2026. Motion by Cl'm Hershey, seconded by Cl'm Snyder to approve the report as presented. Motion carried. Council reviewed the Check Detail Report. Motion by Cl'm Hoke seconded by Cl'm Hershey to approve the Check Detail Report as presented. Motion carried with yes votes from Cl'ms Boyer, Hershey, Hoke and Snyder.

President's Report – Pres. Boyer reported that the Market Street curbing was completed just prior to milling starting. The sidewalk portion of the project will wait. Security cameras are going in at the specified intersections in the Square as well as in Market Square Park. Mr. Specht has expressed his dissatisfaction with the Borough over work not being done on the Tanner's Run issue in a phone conversation with Pres. Boyer.

Committee Reports

Employee Relations Committee – Nothing to report.

Finance and Risk Management Committee – Nothing to report.

Parks & Recreation Committee

Doug Lamb Construction Application for Payment No. 7 – Motion by Cl'm Hoke, seconded by Cl'm Snyder to pay Doug Lamb's Application for Payment No. 7 for \$58,648.41 with the funds coming from the Mid Penn Bank line of credit for the Market Square Park Renovations. Motion carried with yes votes from Cl'ms Boyer, Hershey, Hoke and Snyder.

Doug Lamb Construction Change Order No. 5 – Council reviewed the revised Change Order for Phase 2, which is for crosswalks and intersections work which is not being done at this time. Motion by Cl'm Hoke, seconded by Cl'm Hershey to approve Doug Lamb's Change Order No. 5 for a deduct of \$5,068. Motion carried.

YSM Invoice No. 8560 – Market Square Park Project – Motion by Cl'm Hoke, seconded by Cl'm Hershey to approve paying YSM's invoice for \$1,512.60 for project oversight and to pay the expense with funds from the Mid Penn Bank line of credit for the Market Square Park Renovations. Motion carried with yes votes from Cl'ms Boyer, Hershey, Hoke and Snyder.

Millersburg Pool Asso. Request for Borough's Budgeted Funding – Motion by Cl'm Hoke, seconded by Cl'm Snyder to approve the Pool's request for \$25,000 as budgeted in the General Fund Budget, for the Pool's operating expenses. Motion carried with yes votes from Cl'ms Boyer, Hershey, Hoke and Snyder.

Facility Use Agreement – Mbg. Fire Company Fireworks Celebration – The Millersburg Fire Company requests the use of River Street and Riverfront and MYO Parks from 9AM on July 2, to 12AM on July 3, 2026 for a concert, festival and fireworks display. Motion by Cl'm Hoke, seconded by Cl'm Hershey to approve the agreement, pending receipt of the pyrotechnics' certificate of insurance, with no user fee. Motion carried; Cl'm Snyder abstained due to being a member of the Millersburg Fire Company.

Lights at Bradenbaugh Park – Council discussed Cl'm Hoffman's request on behalf of Millersburg Area Youth Softball to install lighting at the ballfield. Cl'm Snyder will advise MAYS's President regarding the lights, permits, plans, electricity costs, etc. Pres. Boyer directed Manager Whitall to contact Upper Paxton Township to ask for their approval. Motion by Cl'm Snyder, seconded by Cl'm Hoke to support the lighting project barring any objection from Upper Paxton Township. Motion carried.

Property Committee – Nothing to report.

Public Safety Committee

Reminder of EMS Public Hearing – Cl'm Snyder reminder Cl'ms about the Public Hearing for incorporation of the EMS Authority on June 16th at the Upper Dauphin Middle School auditorium beginning at 6:30PM. Each participating municipality is to have a quorum of their governing body present to adopt their municipality's ordinance.

Streets Committee

Reserve Parking Fee 787/789 Church Street – Manager Whitall presented a request from Marysa Ditty to have the reserved parking fee waived at her brother's property while she attempts to clean out the property. She is on limited income. A dumpster is not a possibility due to the property owner not having homeowner's insurance. Motion by Cl'm Hoke, seconded by Cl'm Hershey to waive the reserved parking fee for 787/789 Church Street until July 1, 2026. Motion carried.

Revisit Riteway Sealing & Paving, Inc. Invoice for Bowman Street Project – Secretary Jackson requested Council action on behalf of Cl'm Hoffman, to correct the account to be used to pay Riteway's invoice for Bowman Street paving. Motion by Cl'm Hoke, seconded by Cl'm Hershey to correct the motion made at the May 27, 2026 meeting to approve Riteway's Application for Payment to instead be paid using Liquid Fuels funds instead of General Funds. Motion carried with yes votes from Cl'ms Boyer, Hershey, Hoke and Snyder.

Oak Street Paving Project Bid Packet & Advertisement – Cl'm Hoffman was consulted by phone for discussion. The paving project is for the section of Oak Street between Blosser and Church Streets. Authorization is requested to bid the project. Manager Whitall and Cl'm Hoffman will work on specs. Advertisement would be made via Penn Bid and The Daily Item with bids due by 3PM on July 22, 2026. Motion by Cl'm Hershey, seconded by Cl'm Hoke to proceed as discussed including placing the bid notice. Motion carried with yes votes from Cl'ms Boyer, Hershey, Hoke and Snyder.

Economic Development Committee

Handling of America 250 Funds – Council discussed the process to date and agreed to have Secretary Jackson turn merchandise sales funds over to Cl'm Hershey and to deposit business donations received into the Borough's account, assigning a specific line item for the funds. The disposition of those funds is to be specifically for America 250 Celebration expenses or at Council's further direction.

Cl'm Campisi arrived.

Community Outreach Committee – Cl'm Campisi reported that the pilot program for a 2nd grade class on gardening was a success.

Mayor's Report – Monthly statistical report was provided to all CI'ms. Pres. Boyer clarified that the Disorderly Conduct Ordinance Amendment is scheduled for the June Committee meeting to permit Council to continue discussion and to address confusion about the language. Secretary Jackson will resend the draft as revised by Cpt. Gamez. Solicitor Kerwin has approved the draft with no recommendations.

Manager/Code Officer's Report – Written report was distributed to all CI'ms. Creating and implementing a Building Code policy will be an agenda item for the June Committee of the Whole meeting, to address the issue with having two companies providing this service. CI'm Hoke directed that the crew get the industrial dehumidifiers installed in the basement and work flow be decided regarding property maintenance enforcement matters.

Engineer's Report – Written report was distributed to all CI'ms. There were no changes from last month's report. Manager Whitall reported that we received the HOP permit for the Market Street curb replacement and we are waiting for the final determination regarding releasing stormwater funds to the School District.

Unfinished Business

Borough Ordinance No. 2-26 – Formal Adoption – Spice Street One Way – This ordinance establishes a one-way east direction of travel on Spice Street between State Route 25 and East Street. Motion by CI'm Campisi, seconded by CI'm Hershey to adopt Borough Ordinance No. 2-26 as presented. Motion carried.

New Business – None.

Communications – None.

Organization Reports – No Council action was required by any of the organizations.

Upper Dauphin COG
Millersburg Planning Commission/Shade Tee Commission
Millersburg Area Pool Association
Millersburg Fire Company – March 10 and April 14, 2026 meeting minutes were received.
Millersburg Area Authority
Dauphin County Tax Collection Committee
Millersburg Ferry Boat Association
Dauphin Lebanon County Boroughs Association
Zoning Hearing Board
Upper Dauphin Industrial Development Authority
Property Maintenance Appeals Board
Millersburg Borough Safety Committee
Millersburg Area Ambulance Association
Millersburg Area Working Together – February 2, 2026 meeting minutes were received.

The next meeting will be June 16th at 6:30PM for the EMS Public Hearing, at UDMS. A quorum is needed to present and adopt the ordinance for the EMS Authority to incorporate. The Council will also meet on June 24 at 6:00PM.

The meeting was recessed to the Call of the Chair at 8:29PM.

Respectfully submitted,
Ann Bowman Jackson
Borough Secretary