

Millersburg Borough Council
Council Chambers
August 12, 2026 Meeting Minutes

Call to Order – Council President Boyer called the meeting to order at 6:00PM with Cl'ms Campisi Hershey, Hoffman, Hoke and Snyder present. Mayor Alan Bowman, Manager James Whitall, Police Cpt. Richard Gamez, Public Works Crew Leader John Hoffman and Secretary Ann Jackson were also present. The prayer was offered by Cl'm Hershey, followed by attendees reciting the Pledge of Allegiance.

Guests – Christina Zeiders, Lon Zeiders, Audrey Schulkins, Jack Ney, Paige Schreiber, John Wenner, Andrew Withers, Timothy Weber, Travis Daugherty, Dustin Stirpe

Approval of Minutes – Motion by Cl'm Hoke, seconded by Cl'm Hoffman to approve the minutes from the July 8, 22, and 28, 2026 Council, Committee and two Special Meetings as presented. Motion carried.

Public Comment

A number of guests were present either to address Council regarding the proposed amendment to the Disorderly Conduct ordinance, or to learn more about the amendment.

- Travis Daugherty, 340 Boyd Street, had questions about the enforcement of the ordinance.
- John Wenner, 690 Center Street, expressed concern about police accountability and the amendment appearing to be open ended as far as search and seizures.
- Paige Schreiber, 138 Gerhart Street, said that more things are needed for teens to do.
- Dustin Stirpe, 501 Center Street, would like the wording in the amendment to be even stronger.
- Christina Zeiders, 874 E. Union Street, agreed that teens need more things to do, there could possibly be targeting by Police, and the language is too broad and leaves room for abuse from within.
- Andrew Withers, business owner of 225 Market Street, feels the language is too broad and needs to be tailored to not blocking entrances and sidewalks to businesses, the law needs to be uniformly applied, clients of a business and guests of a property owner need to be considered.
- Tim Weber, 248 Center Street, pointed out an activity (Pokémon) in which players could be considered in violation of the ordinance, the ordinance could be used in a retaliatory manner between residents, wasting officers' time.
- Lon Zeiders, 948 Union Street, agreed that teens need more things to do and a place to do it, and spoke in favor of using specific language prohibiting blocking sidewalks.
- Cl'm Hoke thanked the guests for attending and giving their feedback and announced that the Borough has plans to create a basketball court within the next 12 to 18 months.
- Solicitor Terry Kerwin offered that the feedback is important and that the Council, Mayor and Captain are trying to do their best.
- Cl'm Snyder offered that Public Safety is to protect people and their safety; he wants the officers to interpret and enforce the laws correctly.
- Cl'm Campisi, who chairs the Community Outreach Committee, would like to educate the community and use our resources to improve the community.
- Cl'm Hershey stated that our officers are watching out for our safety, and there are lots of ways to use a public park that are not illegal.
- Pres. Boyer told the guests that action on the amendment will be tabled until Council can review the feedback from concerned citizens. He would like to the public to understand Council's motivation for amending the current ordinance. The amendment will be re-worked, and the process will be repeated.

Cl'm Campisi, Mr. and Ms. Zeiders, Ms. Schreiber, Mr. Withers, Mr. Weber, Mr. Daugherty and Mr. Stirpe left the meeting.

Financial Reports – Council reviewed the Financial Report through July 31, 2026. Motion by Cl'm Hoke, seconded by Cl'm Hoffman 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, Hoffman, Hoke and Snyder.

President's Report

- Market Square Park – The work in the park is done.
- Downtown Cameras – The security cameras are up and functioning to monitor crime/vandalism. Cpt. Gamez reported that the cameras are on a closed loop system. They do not record license plates. They can be a useful tool in a high volume traffic and dangerous intersection. Mr. Wenner questioned manual use and auditing. Millersburg Information System manages the use.
- Code Enforcement – The Police Dept. is spending one hour a week on investigating complaints from community members. The goal is to obtain compliance from the property owners.
- PennDOT Improvements and Line Painting – Crosswalks and parking stall lines have been painted. PennDOT representatives have met with Pres. Boyer to review the uneven seams, tar footprints and debris on the sidewalks and inlets that need to be cleaned out.

Crew Leader Report – Mr. Hoffman reported that the Sunbury Motors quote for the 2011 truck was re-done with the correct leaf springs; this work is needed to pass inspection.

Pres. Boyer called an executive session at 7:55PM for Council to discuss two personnel matters. Cpt. Gamez, Ms. Schulkins, Mr. Ney and Mr. Wenner left Council chambers. Manager Whitall and Mr. Hoffman were excused part-way through the executive session.

Pres. Boyer called the meeting back into regular session at 8:10PM with Ms. Schulkins, Mr. Ney, Mr. Wenner, Manager Whitall and Mr. Hoffman returning to Council chambers.

Committee Reports

Employee Relations Committee

Vacation Extension – Hoffman – Motion by Cl'm Hoke, seconded by Cl'm Hershey to allow Public Works Crew Leader John Hoffman to carry over 3½ vacation days until December 31, 2026, due to extensive health circumstances. Motion carried; Cl'm Hoffman abstained from voting due to a family relationship.

Health Insurance – Jackson – Motion by Cl'm Hoffman, seconded by Cl'm Hoke to continue coverage for Secretary Ann Jackson on the Borough provided health insurance plan past age 65 for the remainder of her career as long as she is an employee of the Borough. Motion carried.

MASD Stormwater Solution / Solicitor Kerwin's Letter – Cl'm Hoke proposed that the Borough and School officials meet on August 26th to review and discuss the stormwater issue. Manager Whitall was directed to draft the letter to the School District, for review by Solicitor Kerwin, Pres. Boyer and Cl'm Hoke.

Ms. Schulkins, Mr. Ney and Solicitor Kerwin left the meeting.

Finance and Risk Management Committee – Nothing to report.

Parks & Recreation Committee

Bradenbaugh Park Lighting – Manager Whitall as directed to write a letter to Upper Paxton Township stating that the Borough supports Millersburg Area Youth Softball doing this project. MAYS is to obtain the necessary permits from Upper Paxton Township and follow all proper procedures.

UDCOG Flagger Training – Mr. Hoffman will be teaching another class this fall. Motion by Cl'm Hoffman, seconded by Cl'm Hershey to allow Mr. Hofman to continue conducting the class on Borough time and to print the booklets. Secretary Jackson will invoice UDCOG for Mr. Hoffman's hours worked. Motion carried. It is anticipated that UDCOG will reimburse Mr. Hoffman for mileage.

Mr. Hoffman left the meeting.

Amendment to Facility Use Agreement – Music In The Park Events – MAWT requested an additional date of September 25th, due to the cancellation of the July event (smoke). Motion by Cl'm Hoffman, seconded by Cl'm Snyder to approve the amendment to the Music in the Park agreement to include September 25, 2026. Motion carried.

Cl'm Campisi joined the meeting remotely.

Doug Lamb Application for Payment No. 8 – Market Square Park Project – Council reviewed the final billing. Motion by Cl'm Snyder, seconded by Cl'm Hoffman to approve the final payment of \$16,399.68 to be paid from a draw on the Mid Penn Bank project loan. Motion carried with yes votes from Cl'ms Boyer, Campisi, Hershey, Hoffman, Hoke and Snyder.

KH Electric Application for Payment No. 8 – Market Square Park Project – Council reviewed the final billing. Motion by Cl'm Snyder, seconded by Cl'm Hoffman to approve the final payment of \$6,582.44 to be paid from a draw on the Mid Penn Bank project loan. Motion carried with yes votes from Cl'ms Boyer, Campisi, Hershey, Hoffman, Hoke and Snyder.

MIS Invoice Nos. 68770 & 68771 – Market Square and Park Security Cameras – Council reviewed the invoices, totaling \$10,449, for installation of the security cameras. Motion by Cl'm Hofman, seconded by Cl'm Hoke to pay \$10,449 to MIS for the Market Square cameras installation, with \$3,000 charged to QuickBooks line items 410.767 and 454.801, and the remainder of \$4,449 from a donation from Pres. Boyer. Motion carried with yes votes from Cl'ms Boyer, Campisi, Hershey, Hoffman, Hoke and Snyder.

Property Committee

Borough Resolution No. 26-05 - Troutman Foundation Gift and Ad Hoc Committee – This resolution solidifies the intent of the donation. Pres. Boyer asked for amended language to include the design and construction of a parking lot and associated amenities. Motion by Cl'm Hoke, seconded by Cl'm Hoffman to approve Borough Resolution No. 26-05 as presented. Motion carried. The Ad Hoc Committee will be Cl'ms Hoke, Hoffman and Boyer, Planning Commission member Dana Bellis, and two representatives from the School District.

Pres. Boyer stepped out of Council chambers; Vice Pres. Hoke conducted the meeting.

2011 Public Works Truck Repair Estimates – Cl'm Hoke reported that the only estimate for consideration at this time is the repair work for the truck to pass state inspection. The revised amount is \$3,637.95. Motion by Cl'm Hoffman, seconded by Cl'm Snyder to approve the estimate to be paid from QuickBooks 437.250. Motion carried with yes votes from Cl'ms Hershey, Hoffman, Hoke and Snyder; Cl'ms Boyer and Campisi were unavailable to vote. Cl'm Boyer returned to Council chambers.

New Enterprise Office Lease – Cl'm Hoke explained that the lease expires in September. We have had an inquiry from a party interested in renting office space. Manager Whitall was directed to find out from our current tenant if they would like a month-to-month extension beyond September or if they will be vacating.

Cl'm Campisi returned to the meeting via remote access.

Police Department Steel Door/s Quotes – Council reviewed quotes from Window Experts, LLC for \$8,145 and Herschok's for \$9,569.45 to replace the single door in the Police Department vestibule and the double door in the hallway. Cl'm Hoke reported an approximate \$1,400 shortfall using the lower estimate. Motion by Cl'm Hoke, seconded by Cl'm Hoffman to award the job to Window Experts for \$8,145 and to cover the balance of the expense from QuickBooks line item 410.327. Motion carried with yes votes from Cl'ms Boyer, Campisi, Hershey, Hoffman, Hoke and Snyder.

Public Safety Committee

Kyle Shaffer Email – Council reviewed Mr. Shaffer's correspondence regarding the Disorderly Conduct Ordinance Amendment. Manager Whitall was directed to add Mr. Shaffer's comments to the public feedback from this meeting for review when Council revisits this matter.

Borough Ordinance No. 426 Disorderly Conduct Amendment – Formal Adoption – No action taken.

Police Cruiser (Informative) – Pres. Boyer reported that the Dodge Durango base price used in our 2023 grant application was \$48,000 and it has increased to the current price of \$70,000. Manager Whitall was directed to apply for \$150,000 to cover purchase of two units, with the intention of transitioning our current equipment to the new vehicles if our application is successful.

Streets Committee

James C. Cook & Son Masonry, Inc. Invoice No. 27-04 – Council reviewed the invoice for \$26,127.82 for construction of the new sidewalks in the 300 block of Market Street. The four affected property owners have all been invoiced for their portion. Motion by Cl'm Hoffman, seconded by Cl'm Hershey to pay the invoice as presented. Motion carried with yes votes from Cl'ms Boyer, Hershey, Hoffman, Hoke and Snyder; Cl'm Campisi was unavailable for the vote.

Economic Development Committee – Cl'm Campisi reported that she and Manager Whitall are working on grants.

Community Outreach Committee – Cl'm Campisi reported that National Night Out went well and came in within budget.

Mayor's Report – Monthly statistical report provided to all Cl'ms. Cl'ms also received a social media policy for Police Department employees regarding the personal use of Facebook. This was informational only and no Council action was requested.

Manager's Report – Written report was distributed to all Cl'ms. Manager Whitall reviewed the highlights with Cl'ms. MAWT will be holding a public forum on August 19th to discuss ideas for Holiday Magic which is set for November 28th at 5:00PM. MAWT will directly correspond with each Market Street business regarding closing Market Street from the Square north to Center Street. The draft of the plan will go out to Public Safety once details are decided.

Engineer's Report – Written report was distributed to all Cl'ms. There were no changes from last month's report.

Unfinished Business

UDCOG EMS Regional Authority Development Invoice – Cl'ms reviewed the invoice for \$2,545 for consulting and legal services for continuing work on establishing the Regional Authority. 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, Campisi, Hershey, Hoffman, Hoke and Snyder.

Market Square Park Ribbon Cutting – Cl'm Campisi is in charge of planning the event. Possible September dates for the event will be circulated.

New Business

Council Member Resignation – Cl'ms reviewed an email from Jessica Hoy, resigning her position. Pres. Boyer thanked her for her time and service to the community. Motion by Cl'm Hoffman, seconded by Cl'm Hoke to accept Ms. Hoy's resignation. Motion carried. The Council vacancy is to be advertised requesting letters of interest and resumes by September 9th.

Gaming Grant Co-Sponsorship Letter – Twin Valley Players – Cl'ms reviewed the letter drafted by Tammy Briggs requesting that the Borough co-sponsor TVP's application for \$15,000 for theater repairs at the Colonnade. Motion by Cl'm Hoffman, seconded by Cl'm Snyder to approve the letter of support. Motion carried.

Gaming Grant Co-Sponsorship Letter – Millersburg Ferry Boat Association – Cl'ms reviewed the letter drafted by Tammy Briggs requesting that the Borough co-sponsor MFBA's application for \$25,000 for an engine rebuild on the Roaring Bull and repairs to the planking system/commuter deck. Motion by Cl'm Hoffman, seconded by Cl'm Hoke to approve the letter of support. Motion carried.

Communications – Listing provided to all Cl'ms.

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 – Cl'm Snyder reported that the tower is being started on the new apparatus.
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

The next meeting will be August 26th at 6:00PM.

Motion by Cl'm Hoke, seconded by Cl'm Hoffman to adjourn the meeting a 9:58PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary