

January 13, 2016
Regular Meeting – Council Chambers
Millersburg, Pennsylvania

Call to Order – President Dietz called the Council meeting to order at 7:05PM with CI’ms Boyer, Breach, Hoffman, Paden and Wolfe present. Manager McGann and Secretary Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – None.

Approval of Minutes – Motion by CI’m Paden, seconded by CI’m Breach to approve the minutes from the December 10, 2015 meeting as presented. Motion carried.

Public Comment – None.

Financial Reports – Motion by CI’m Paden, seconded by CI’m Wolfe to approve the Financial Report as presented. Motion carried. Council also reviewed the Capital Improvement Budget Report. Motion by CI’m Hoffman, seconded by CI’m Boyer to approve the Check Detail Report as presented. Motion carried with yes votes from CI’ms Boyer, Breach, Dietz, Hoffman, Paden and Wolfe.

Committee Reports

Employee Relations

Chairman Wolfe requested an executive session to review an employee matter. President Dietz called an executive session at 7:25PM to discuss an employee matter. Mayor Ibberson and CI’m Ibberson arrived during the executive session. President Dietz called the meeting back into regular session at 8:05PM.

Finance and Risk Management

Welcome Center Flood Insurance Proposal – Manager McGann reported that Selective made an error on their quote for flood insurance at the Welcome Center. Council reviewed the new quotes and the matter was tabled until the January 27th Committee meetings for further discussion.

Borough Spending Policies – Borough Resolution No. 14-05 was distributed to CI’ms as a refresher on the Borough’s spending procedures.

Disposition of Mid Penn Bank Certificate of Deposit – Current CD with Mid Penn Bank will mature on January 20; current value is \$65,285.40. Council reviewed rates from Mid Penn and Riverview Banks. Motion by CI’m Breach, seconded by CI’m Ibberson to reinvest the full amount at Mid Penn Bank for a 19 month term at 1.2%APY. Motion carried with yes votes from CI’ms Boyer, Breach, Dietz, Hoffman, Ibberson, Paden and Wolfe.

Dauphin County Treasurer Return of Uncollected Real Estate Taxes - Motion by CI’m Paden, seconded by CI’m Ibberson to sign the release to exonerate Borough real estate Tax Collector Dauphin County Treasurer Janis Creason for the uncollected 2015 real estate taxes in the amount of \$25,454.12. Debt collection for the delinquent taxes is now assigned to the Dauphin County Tax Claim Bureau. Motion carried.

Parks and Recreation

Millersburg Reamer & Tool Property – CI’m Boyer updated the Council. As per the realtor, JCT Realty, a two buyer scenario is possible. One for the land and one for the building. There is a party who has

expressed interest in the building and CI'm Boyer will follow up with him. The property owners have given permission to pursue getting estimates for teardown of the building.

Daniel Miller Fountain Proposals – Council reviewed four estimates for repair work plus a quote from Brinjac Engineering for assistance with PennDOT permitting. Quotes were provided by B.R. Howard and Associates, Inc., Houck and Company, Inc., Eagle Ridge Contracting, Inc. and Joseph Brooke Shaffer. The quotes will be reviewed in depth at the January 27th Committee meetings. CI'ms are to email any specific questions to CI'm Boyer in the meantime. Council expressed interest in getting quotes for additional work for replacing the concrete slab under the monument and replacing the sidewalk around the monument, both unrelated to the accident.

Facility Use Agreement - Millersburg Midget Football Association – The organization requests the use of MYO baseball field from August 1 to October 31, 2016 for football practice. The user fee would be waived. Motion by CI'm Hoffman, seconded by CI'm Ibberson to approve the agreement as presented, contingent upon receiving the organization's certificate of insurance. Motion carried.

Facility Use Agreement - Fireworks Display – The Millersburg Fire Company requests the use of River Front and MYO Parks on July 1, 2016 from noon to 11:00PM for a concert, festival and fireworks display. The rain date is July 15, 2016. The user fee would be waived. Motion by CI'm Ibberson, seconded by CI'm Hoffman to approve the agreement as presented. Motion carried.

Facility Use Agreement – Campaign Announcement – John DiSanto requests the use of the gazebo in Market Square Park on January 21st from 11:30AM to 1:00PM for a campaign announcement. Motion by CI'm Wolfe, seconded by CI'm Boyer to treat this as a pavilion rental, to charge the \$55 fee as per the Borough's fee schedule and to require a completed facility use agreement, but waive the insurance requirement. Motion carried.

Property

Facility Use Agreement - Millersburg Midget Football Association – The organization requests the use of the downstairs meeting room for Board meetings on the third Sunday of every month from 3:00 to 5:00PM. The user fee would be waived. Motion by CI'm Paden, seconded by CI'm Wolfe to approve the agreement as presented, contingent upon receiving the organization's certificate of insurance. Motion carried.

Report from Chairman – CI'm Hoffman reported that he toured the properties with Manager McGann and that he will have ideas to present to the Council at the January Committee meetings.

Public Safety

Police Contract – President Dietz reported that the contract has been updated as per the award from the neutral arbitrator and has been approved by Solicitor Kerwin. President Dietz reported that during the contract negotiations, there were minor changes in wording that both sides agreed to that were not included in the award. He will contact Solicitor Kerwin to discuss further.

Streets

Chairman Paden had nothing to report. CI'ms were asked to report any street lights that aren't working to Manager McGann for repair by PPL.

Economic Development

Chairman Dietz had nothing to report.

Mayor's Report

Mayor Ibberson had nothing to report.

Manager's Report

Email Addresses – Council will further discuss the use of @millersburgpa.org email addresses for Borough communications at the January 27th Committee meetings.

CRS Events – Manager McGann requested permission to attend the NFIP & CRS Workshop at the Susquehanna Township Building on January 21st and the CRS RLAA meeting at the Dauphin County Conservation District on February 3rd. Motion by CI'm Paden, seconded by CI'm Wolfe to approve the Manager's request and to reimburse his mileage. Motion carried with yes votes from CI' ms Boyer, Breach, Dietz, Hoffman, Ibberson, Paden and Wolfe.

MYO Compost Permit – The new commercial permit does not conform to the Borough's current ordinance. CI'm Boyer will work on this with Manager McGann.

Railroad Street Monitoring Wells – Council reviewed reports from Reliance Environmental, Inc. and discussed public disclosure. President Dietz directed Manager McGann to contact DEP to review the case and see if a representative would be available for a meeting with the affected residents.

TAP Grant for Seal Park – The funding in question will be awarded to Halifax Borough and Township. The Seal Park project will be put into the Master Parks Plan.

Unfinished Business

Abuse and Molestation Policy – The policy will be incorporated into the Employee Manual.

Final Approval on Millersburg Area School District Subdivision Plans – The correct revisions have been made to the plans. Motion by CI'm Wolfe, seconded by CI'm Ibberson to approve the plans to consolidate the lots for the School District. Motion carried.

Wilson Consulting Invoice – Manager McGann reported that this is the final engineering invoice for the Lykens Valley Rail Trail project. Motion by CI'm Paden, seconded by CI'm Hoffman to pay the invoice for \$180 to Wilson Consulting. Motion carried with yes votes from CI' ms Boyer, Breach, Dietz, Hoffman, Ibberson, Paden and Wolfe.

State Street Storm Sewer Project – Manager McGann reported that there will be a meeting on January 25th for Borough officials, Anne Anderson, Erin Letavic, and Dawn Lisi to discuss the easement.

New Business

Planning Commission Appointment – One letter of interest was received from Dana Bellis. Motion by CI'm Boyer, seconded by CI'm Ibberson to appoint Dana Bellis to serve on the Planning Commission. Motion carried.

Communications – All communications were made available to CI' ms. There was nothing requiring Council action.

Organization Reports

Upper Dauphin COG – There was no meeting.

Millersburg Planning Commission – Manager McGann reported that they will be working on zoning.

Millersburg Area Pool Association – No report.

Millersburg Fire Company – No report. Secretary Jackson volunteered to prepare the amendment to the Agreement extending the term.

Millersburg Area Authority – President Dietz referred CI'ms to their meeting minutes. Manager McGann reported that the Post Office lost approximately 600 bills and that affected customers should request a duplicate.

Dauphin County Tax Collection Committee – Secretary Jackson reported that they will meet next week.

Property Maintenance Ordinance Committee – President Dietz would like to address outstanding projects, which includes this ordinance. Council will need to further discuss the procedure for putting the ordinance into effect at the January 27th Committee meetings.

Millersburg Ferry Boat Association – Council was provided with meeting minutes from the September and October meetings. CI'm Boyer reported that the Council is welcome to attend the Board meetings.

Outstanding Projects – President Dietz listed the Employee Manual, the Zoning Ordinance and the Property Maintenance Ordinance as unfinished projects that Council will be focusing on.

Next Meetings – President Dietz announced the Committee meetings will be on January 27th. Manager McGann offered to take minutes that will reflect recommendations to the Council.

Motion by CI'm Ibberson, seconded by CI'm Paden to adjourn the meeting at 10:35 PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary