

**Millersburg Borough Council Minutes
January 8, 2020
Millersburg Borough Council Chambers**

Call to Order – President Dietz called the Council meeting to order at 7:06PM with CI’ms Boyer, Ibberson and Snyder present. Solicitor Terrence Kerwin, Mayor Ibberson, Manager McGann and Secretary Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – Heather Alleman, Jamie Etzweiler and Douglas Snyder, all representing Millersburg Fire Company

Approval of Minutes – Motion by CI’m Snyder, seconded by CI’m Ibberson to approve the minutes from the December 3, December 11 and December 30, 2019 meetings as presented. Motion carried.

Public Comment

Amendment to Fire Company Contract – Motion by CI’m Boyer, seconded by CI’m Ibberson to amend the Fire Company agreement to set the fire protection tax rates at .825 mills for 2020, .875 mills for 2021 and .925 mills for 2022. Motion carried with yes votes from CI’m Boyer, Dietz and Ibberson. CI’m Snyder abstained due to being an active member of the Fire Company.

Financial Reports – Council reviewed the Financial Report. Motion by CI’m Ibberson, seconded by CI’m Snyder to accept the Financial Report as presented. Motion carried. The Capital Improvement report was also reviewed. Motion by CI’m Ibberson, seconded by CI’m Snyder to approve the Check Detail Report as presented. Motion carried with yes votes from CI’ms Boyer, Dietz, Ibberson and Snyder.

Committee Reports

Employee Relations – No report.

Finance and Risk Management – No report.

Parks and Recreation

Report from Chairman – CI’m Boyer reported that Grosser’s will be cleaning out the MYO compost site. Although the bidding of the MYO Park Renovations project is underway, the work will not begin until after July 25 (Ned Smith festival). CI’m Boyer will be looking into costs to light the Welcome to Millersburg sign and the swinging bridge.

MYO Compost Site Gate – Manager McGann reported that Automated Security in York quoted the cost of the gate at \$7,759. Lehman’s has quoted \$3,000 to run electricity underground from the concession stand to the gate. The costs are slightly over the budgeted amount in the Capital Improvement budget, so McGann suggested scaling back on the Gator purchase. Motion by CI’m Boyer, seconded by CI’m Snyder to approve both quotes as presented and to direct Steve Jones to coordinate the project. Motion carried with yes votes from CI’m Boyer, Dietz, Ibberson and Snyder.

Facility Use Agreement – Erdman/Savage Wedding – Andy Erdman and Faith Savage request the use of Riverfront Park and Reamer lot on October 24, 2020 from 9:00AM to 4:00PM for a wedding ceremony. They have paid a \$60 user fee. Their certificate of insurance is pending. Motion by CI’m Boyer, seconded by CI’m Ibberson to approve the agreement, contingent upon receiving the appropriate certificate of insurance. Motion carried.

Facility Use Agreement – MAHS Baseball – Millersburg High School requests the use of the MYO baseball field from March 2 to June 15, 2020 for games and practices. Motion by Cl'm Snyder, seconded by Cl'm Ibberson to approve the agreement as presented with the user fee waived. Motion carried.

Display Sales Quote for Holiday Display – Council reviewed a quote for 300 bulbs for \$1,180. Motion by Cl'm Ibberson, seconded by Cl'm Snyder to approve the purchase of 300 bulbs from Display Sales as quoted, to be fully reimbursed by the Millersburg Lions Club. Motion carried with yes votes from Cl'm Boyer, Dietz, Ibberson and Snyder.

Assessment of Holiday Display Electrical System – Cl'm Boyer will contact Randy Paul to get a quote to review of current set-up and make any recommendations.

Belson Outdoors Trash Receptacles – Council reviewed a quote from Belson Outdoors for two sets of trash cans for the MYO Park Renovations project. The cost of the cans is \$1,560.08. Motion by Cl'm Ibberson, seconded by Cl'm Snyder to approve the purchase as presented, to be fully reimbursed by the Millersburg Rotary Club. Motion carried with yes votes from Cl'm Boyer, Dietz, Ibberson and Snyder.

Property – No report.

Public Safety – Chairman Ibberson had nothing to report.

Streets

Handicapped Parking Request – Manager McGann reported that we received an application for a handicapped parking spot at 437 Market Street. McGann has determined this to be a legitimate request, as there are no suitable parking alternatives. Motion by Cl'm Snyder, seconded by Cl'm Ibberson to approve the request as presented. Motion carried.

Revisit Parking Meter Saturday Enforcement – Council discussed the trial program during which Saturday enforcement was suspended and agreed that it was beneficial. Motion by Cl'm Boyer, seconded by Cl'm Ibberson to amend the parking ordinance to list Monday through Friday as the enforcement days and to advertise the ordinance amendment for formal adoption at the February Council meeting. Motion carried with yes votes from Cl'm Boyer, Dietz, Ibberson and Snyder.

Appointment of Acting Borough Manager – Motion by Cl'm Ibberson, seconded by Cl'm Boyer to appoint Ann Bowman Jackson as acting Borough Manager from January 18 until further notice or until a Manager is hired. Motion carried. President Dietz announced an executive session at 9:20PM for Council to discuss a personnel compensation matter. Secretary Jackson left Council Chambers and returned at 9:27PM when President Dietz called the meeting back into regular session. Motion by Cl'm Snyder, seconded by Cl'm Ibberson to award Secretary Jackson a \$3.00 per hour increase while serving as Borough Manager. Motion carried with yes votes from Cl'm Boyer, Dietz, Ibberson and Snyder.

Economic Development – President Dietz had nothing to report.

Mayor's Report – Mayor Ibberson had nothing to report.

Manager's Report – Written report was provided to all Cl'ms. Additionally, PennDOT representatives will be available to discuss the 2021 bridge replacement project at the north end of town. President Dietz questioned McGann on whether Upper Paxton Township has responded to the Borough's inquiry about the timing of the MYO Road paving project. They have not. McGann was instructed to advise the Township that the Borough will be doing the MYO Park Renovations project after July 25.

Unfinished Business

Borough Manager Token of Appreciation – President Dietz presented a planter to Manager McGann, thanked him for his time of service to the Borough and wished him well in his new position.

HRG Invoice – Center Street Erosion Control Project – Council reviewed the latest invoice for \$3,000. Motion by Cl'm Ibberson, seconded by Cl'm Snyder to submit the invoice from HRG to Dauphin County for payment. Motion carried.

Appointment of Secondary Engineer – Motion by Cl'm Ibberson, seconded by Cl'm Boyer to appoint William Burch and Associates as the Borough's small projects engineer. Motion carried.

New Business

2020 Memberships – Council reviewed the listing of offered memberships. Motion by Cl'm Snyder, seconded by Cl'm Ibberson to approve the following payments to PSAB: annual dues @ \$402, extended listing in the PSAB membership directory @ \$40, nine Borough News subscriptions @ \$10 each and the Training Subscription program @ \$450. Motion carried with yes votes from Cl'm Boyer, Dietz, Ibberson and Snyder.

Pending Borough Ordinances – President Dietz called Council's attention to three pending drafts – the Shade Tree Ordinance, the Rental Inspection Ordinance and a Zoning Ordinance Amendment. Motion by Cl'm Ibberson, seconded by Cl'm Snyder to advertise the Zoning Ordinance amendment for formal adoption at the February 12 Council meeting and to hold the public hearing prior to the Council meeting. Advertisement to be placed in the Upper Dauphin Sentinel as required and on the Borough's website and Facebook page. Motion carried with yes votes from Cl'm Boyer, Dietz, Ibberson and Snyder.

Communications – All communications were made available to Cl'ns.

Organization Reports

Upper Dauphin COG – Cl'm Dietz reported that the next meeting will be on Thursday, January 16. John Fulponi from Senator DiSanto's office will be speaking to the group on grant opportunities at the State.

Millersburg Planning Commission – There was no meeting.

Millersburg Area Pool Association – No report.

Millersburg Fire Company – November 12, 2019 meeting minutes were provided to all Cl'ns.

Millersburg Area Authority – November 4, 2019 meeting minutes were provided to all Cl'ns.

Dauphin County Tax Collection Committee – Secretary Jackson reported that the Committee's November meeting was cancelled.

Millersburg Ferry Boat Association – No report.

Dauphin Lebanon County Borough Association – No report.

Zoning Hearing Board – Manager McGann reported that there have been no hearings.

Upper Dauphin Industrial Development Authority – No report.

Millersburg Civil Service Commission – No report.

Millersburg Borough Safety Committee – Manager McGann had nothing to report.

Standing Committee Chairman – Cl'm Snyder chose to chair the Employee Relations Committee.

Secretary Jackson reported that one letter of interest was received for the vacant Council seats. President Dietz directed Jackson to request the individual's resume.

Next Meeting – President Dietz announced that the Council will meet next on January 22 for Committee of the Whole.

Motion by Cl'm Ibberson, seconded by Cl'm Snyder to adjourn the meeting at 10:02PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary