

Millersburg Borough Council
July 22, 2020 Meeting Minutes
Millersburg Borough Council Chambers

Call to Order – President Dietz called the meeting back to order at 7:02PM with Cl’ms Bowman, Boyer, Hoke, Ibberson and Snyder present. Borough Manager Kayla Buker and Secretary Ann Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – None.

Unfinished Business

101 West Street ADA Upgrades Project – Manager Buker reported that she contacted multiple contractors to request quotes for the interior and exterior projects. One quote was received for each job and they are within the grant budget. Motion by Cl’m Hoke, seconded by Cl’m Bowman to approve the exterior quote from Robert Koppenhaver Builder and Contracting Company for \$27,761. Motion carried with yes votes from Cl’ms Bowman, Boyer, Dietz, Hoke, Ibberson and Snyder. Motion by Cl’m Bowman, seconded by Cl’m Hoke to award the interior project to Robert Koppenhaver Builder and Contracting Company for \$18,321. Motion carried with yes votes from Cl’ms Bowman, Boyer, Dietz, Hoke, Ibberson and Snyder. President Dietz will send general liability and umbrella insurance limits to Manager Buker for reference in determining what limits to require from the contractor. The Borough is to be listed as additionally insured. Requiring a bond was also discussed.

Reopening of Borough Building – No change in status. The building will remain closed to the public and Council will re-visit this matter in August.

Walnut Street Sinkhole Televising Quotes – Council reviewed the original quote from NazzTech Services LLC and a re-quote from Mr. Rehab, LLC. Motion by Cl’m Snyder, seconded by Cl’m Bowman to award the job to NazzTech Services for \$1,050 to televise the problem area. Motion carried with yes votes from Cl’ms Bowman, Boyer, Dietz, Hoke, Ibberson and Snyder.

HRG Invoice – Center Street Erosion Control Project – Council reviewed the latest invoice from HRG for \$2,200. Motion by Cl’m Hoke, seconded by Cl’m Bowman to forward the invoice to Dauphin County for payment. Motion carried.

Public Works Crew Leader Position – Cl’m Snyder reported that we received six resumes and three interviews were conducted on July 20th. Motion by Cl’m Snyder, seconded by Cl’m Bowman to offer the Public Works crew leader position to Jeffrey Jury at the rate of \$20 per hour and to begin health insurance coverage, if elected, the first of the month following his hire date. Benefits will be reviewed with him. Motion carried with yes votes from Cl’ms Bowman, Boyer, Dietz, Ibberson and Snyder; Cl’m Hoke abstained.

New Enterprise Stone & Lime Company Change Order – Gerhart Street Patching – Council reviewed a change order to patch major potholes on Gerhart Street for \$7,018. Motion by Cl’m Hoke, seconded by Cl’m Bowman to approve the change order for \$7,018, to be paid using liquid fuels funds. Motion carried with yes votes from Cl’ms Bowman, Boyer, Dietz, Hoke, Ibberson and Snyder.

MYO Park Tree – Cl’m Boyer reported that Richard Raker has removed the tree, in preparation for the renovations. Cl’m Boyer has consulted with representatives from the Historical Society of Millersburg and Upper Paxton Township who would like to have Mr. Raker also make repairs to the original stone retaining wall below where the tree was removed. Motion by Cl’m Boyer, seconded by Cl’m Hoke to accept the Historical Society’s offer to do restoration and clean-up work at the stone retaining wall. Motion carried.

New Business

Millersburg Area Authority Board Appointment – Council reviewed a letter from Board Chairman David Hawley advising them that Bennett Boyer has resigned his position on the Board and recommending Brad Bixler to fill the vacant seat. Motion by Cl'm Snyder, seconded by Cl'm Bowman to honor Millersburg Area Authority's request to accept Bennett Boyer's resignation and to appoint Brad Bixler to fill the remainder of Mr. Boyer's term on the Authority Board. Motion carried.

YSM Invoice – MYO Park Renovations Project – Council reviewed the latest invoice for \$606.69. Motion by Cl'm Bowman, seconded by Cl'm Hoke to pay the invoice in the manner most fitting of the grant structure, per Chris McGann's information. Motion carried with yes votes from Cl'ms Bowman, Boyer, Dietz, Hoke, Ibberson and Snyder.

Handicapped Parking Spot Application – 132 North Street – Manager Buker reported that we received an application for a handicapped parking spot at 132 North Street. She has verified that the applicant has a handicapped placard and due to working nights, is unable to find close parking upon returning home in the mornings. Approval is recommended. Motion by Cl'm Bowman, seconded by Cl'm Hoke to approve the application for a handicapped parking spot for the requestor at 132 North Street. Motion carried with yes votes from Cl'ms Bowman, Boyer, Dietz and Hoke; Cl'ms Ibberson and Snyder abstained.

Invoice for Ferry Boat Association Parking Signs – Cl'm Boyer reported that the Ferry Boat Association requested an invoice for the Borough for \$83 to fully expend their grant. Council approved having Secretary Jackson invoice them for storage at the riverbank and work site clean-up fees.

PEMA Category B Reimbursement Authorization – Manager Buker requested Council authorization to name her as the Borough representative to sign PEMA documents for COVID-19 related expenses. Motion by Cl'm Bowman, seconded by Cl'm Hoke to approve the request as presented. Motion carried.

President Dietz called an executive session at 8:35PM to discuss an employee matter and a legal matter. The meeting was called back into regular session at 8:53PM.

President Dietz announced that there may be an up-coming issue involving the Zoning Hearing Board and reminded Cl'ms that there are still two vacant seats.

President Dietz announced that the next meeting will be on August 12th at 7:00PM.

Motion to adjourn the meeting at 9:00PM by Cl'm Snyder; seconded by Cl'm Bowman. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary