

Millersburg Borough

Committee of the Whole- January 27, 2021

WebEx

The meeting came into session at 7:15 p.m. Present were Councilmen Alan Bowman, Chris Dietz, Brian Hoch, Adam Hoke, Gary Ibberson, and Colby Snyder. Also present was Borough Secretary Ann Jackson and Borough Manager Kayla Buker.

Public Comment and Guests—no guests were present at the meeting.

Employee Relations—

The meeting went into executive session at 7:15 p.m. to discuss an employee matter.

The meeting came out of executive session at 8:04 p.m.

Secretary Jackson left the meeting after the end of Executive Session.

Finance and Risk Management--

Manager Buker had a revised version of the letter to the third-party code enforcement agency about job performance in the Borough for Council to review. At Council's direction, Manager Buker was to remove the cost of the unnecessary variance from the letter, add a deadline for a written response from the company, and the letter was then cleared to be sent out.

Council requested that Manager Buker provide an update on properties at 294 and 296 Center Street that were being renovated. Manager Buker confirmed that the owner was working with the Zoning and Building code officers to be compliant, and that she had spoken with him directly about maintaining a safe and tidy work site after concerns were raised by neighbors. Council discussed other properties in the Borough, including a recent demolition, and requested that they be notified when a demolition permit is approved.

Parks and Recreation—

Borough Council chose to briefly review fencing options for the MYO Park overlook, but wished to hold in depth discussion until Cl'm Boyer was able to join the conversation. As a precursor to that discussion, Manager Buker was directed to reach out to YSM to find out pricing options for some of the options that Borough Council had seen.

Manager Buker reported that MAWT had held a preliminary meeting about the Cherry Blossom Festival on 1/25. Manager Buker had been at the meeting and raised concerns about PennDOT issuing a street closure permit for the festival, as well as for the capacity limits identified in PennDOT's closure application. MAWT wished to know if Borough Council would consider permitting the festival to take place outside of its traditional spot in the Square. Council expressed a willingness to consider it, with the caveat that there would need to be a portion of the potential facility use agreement that included a COVID-19 agreement similar to the one used for summer pavilion rentals in 2020.

Streets—

Manager Buker provided an update on the Community Development Block Grant (CDBG) that has been awarded to the Borough. She has received the sub-recipient agreement from Dauphin County Community and Economic Development; once that agreement is executed, she will contact Mr. Rehab to get the Borough on the schedule. Mr. Rehab has agreed to honor the price from October 2019 and the grant amount will cover this cost in full without needing a match from the Borough.

Manager Buker provided an update on the number of meters failing beyond repair and asked for direction from Council on how to proceed. During the summer, Cl'm Hoch had directed that meter mechanisms be pulled from the far end of Union Street leading out of town to allow meters to be maintained closer to the downtown business area. Cl'm Hoke requested that, building off of what Cl'm Hoch had researched, Manager Buker gather quotes for alternatives to the existing meters.

Manager Buker shared that a resident had inquired about the process of driving a UTV on Borough streets to launch a boat. This came about after the resident had seen the Borough Public Works Crew use the Kioti UTV to put up holiday lights. After discussion, Cl'm Hoke indicated that the resident was a neighbor and he would reach out to explain why the Borough had a UTV on its streets and its purpose as a tool of official business.

Mayor Ibberson brought up that there was an antique vehicle in the 200 block of Moore Street that was not driven regularly and asked Council to think about potential solutions to address the situation.

Property—

Cl'm Hoke reviewed some of the items that the Crew Leader had expressed an interest in the Borough purchasing and solicited advice from other members of Council about what to prioritize. Cl'm Hoke also sought the opinions of Council on a purchase that was within in his signing limit, additional insulation for the West Street garage roof at approximately \$630 total, and Cl'm Snyder expressed his support of purchases that keep employees safer or have a potential for cost savings. Council also discussed the \$4,165 estimate to repair the John Deer 1050 and it was determined that a repair of that nature would be more appropriate as a Capital Improvement project.

Manager Buker provided a quote from Lehman's to replace the current lights in the West Street Garage with LEDS to improve visibility for \$1,405. The Borough had been awarded \$1,200 in safety grant funding from KMIT in 2020 and Manager Buker asked Council if they felt this project was worth pursuing even with the quote being over the total grant value. Council felt that the project would improve both safety and lower the energy costs, and that it would be appropriate to pursue. Council will formally vote on the quote at the February 10th meeting.

Public Safety—

Cl'm Snyder shared a Facebook post that had circulated, with advice from the Millersburg Police Department about how to use a water or soda bottle to pick up needles from public parks after some needles were discovered in the parks. Cl'm Snyder requested that the Mayor make sure any time an officer is on duty when complaints about needles are received, that it is an officer who is handling disposal as they have appropriate training to do so. Council discussed sharing only disposal guidance from the CDC or other similar bodies qualified to provide such guidance, as well as the possibility of classes on safe needle disposal after COVID-19 has abated.

Economic Development—

Cl'm Dietz shared that Spring Gate Winery, along with Black Rock Distillery and Pressed Coffee, was seeking a satellite location in Upper Dauphin County to create a joint facility and that representatives from all three have been in contact with him. Cl'm Dietz requested that if Council is aware of any locations currently or soon to be for sale that would suit this enterprise that that information be shared with him. He will be working to set up a tour of possible locations in the near future.

Cl'm Dietz also shared that Mr. Jerry Feaser, Director of Elections for Dauphin County, has informed him that the fire house will no longer be hosting elections beginning with this year's elections. The New Life Center is potentially the alternate space. The Borough is no longer eligible because the new voting systems purchased prior to the 2020 election require more space than can be accommodated in the Council Chamber.

Other Business—There was no other business.

The meeting adjourned at 9:22 p.m.

The next meeting will be at 7 p.m. on February 10th, in a blended in-person and online format.

Respectfully submitted,

Kayla Buker

Millersburg Borough Manager