

Committee of the Whole

Millersburg Borough

3.24.2021

Councilmembers Alan Bowman, Brent Boyer, Chris Dietz, Brian Hoch, Adam Hoke, and Colby Snyder were present. Manager Kayla Buker was also present.

Public Comment and Guests—there were no guests present.

The meeting came into session at 8:03 p.m.

The meeting went into executive session at 8:11 p.m. to discuss an employee matter.

The meeting came out of executive session at 8:27 p.m.

Employee Relations--

Council reviewed the reopening plan that had been drafted by Manager Buker. Manager Buker reminded Council that this document was designed for implementation in Phase 1C of vaccine rollout and that it was intended as a living document that could change as needed. Council discussed when Phase 1C was anticipated to start, as well as the potential value in continuing to offer Webex access to meetings even after the COVID-19 pandemic. Manager Buker was instructed to find out Secretary Jackson's thoughts on using Webex recordings vs. a voice recorder.

Manager Buker provided an update on the search for a third crew member. As of the meeting, there had been over twenty applications received, the majority coming from the Indeed.com posting, and roughly \$150 of the \$250 budgeted to advertise the job on Indeed had been spent.

Additionally, Manager Buker shared that the two Public Works employees and herself would be attending flagger training at the Lykens Borough office on April 1st during the morning.

Finance and Risk Management—there was no update for this committee.

Parks and Recreation--

Council was informed that, following the announcement of the postponement of the March 22nd demonstration, public comment had slowed down significantly. Manager Buker reported that only two individuals had contacted the Borough on the 22nd to ask details about what was or wasn't happening.

Manager Buker shared that Matthews Construction would be present in MYO Park during the first week of April to work on various punchlist items.

Council discussed the MAYGS request to put up COVID-19 signage around the field. Council agreed to permit the signage so long as the following conditions are met—1) that the signs are neat and professional in look, 2) that the signs are appropriately secured to not fly off in the wind or rain, and 3) that no permanent damage is done to the park with these signs. Manager Buker is to convey the information to the MAYGS representative.

Council directed Manager Buker to have the crew work on the public restrooms in the parks to prepare for a mid-April opening. Council reviewed the limited hours of summer 2020 and determined that they did not feel it necessary to limit hours in 2021. Manager Buker was directed to develop signage indicating that the bathrooms will be cleaned once per week and to encourage good hygiene practices.

Council discussed what special conditions to impose upon the catfish tournament after reviewing the draft Facility Use Agreement for it. It was determined that language about following the appropriate COVID-19 protocols as of July 17th and 18th would be best, and that language should be added about participants treating the newly renovated MYO Park with care.

Streets—

Manager Buker provided an update to Council on the storm sewer televising project that had received 2020 CDBG funds. Mr. Rehab began work in town on March 22nd and will continue for a total of six days, weather allowing. Dauphin County had also confirmed the process for paying the invoice.

Property--

Manager Buker provided an update on the efforts to floodproof the Welcome Center to remain compliant with FEMA standards. Council reviewed a quote from Lehman's for \$525 to elevate the outlets and instructed Manager Buker to proceed with the work in order to have it concluded before the ice cream tenant opens for the summer. The formal authorization will come at the April 14th meeting. Manager Buker will also be working with Gannett Fleming to complete the flood paneling that is needed at the doors.

Public Safety—there was no update for this committee.

Economic Development—

Council reviewed the drafted Request for Proposals for UCC code enforcement. Council set a response deadline of May 5, 2021 and will authorize advertising of the RFP at the April 14th meeting.

Other Business—there was no other business.

The meeting adjourned at 9:10 p.m.

Respectfully submitted,

Kayla Buker
Borough Manager