

MILLERSBURG BOROUGH COUNCIL

101 West Street

Millersburg PA 17061

May 11, 2022

7:00PM

AGENDA

- I. Invocation and Pledge of Allegiance – Council President Christopher Dietz
- II. Approval of Minutes – April 13 and April 27, 2022 Meetings
- III. Public Comment / Guests
- IV. Financial Reports
- V. Committee Reports
 - (A) Employee Relations – Chairman Campisi
 - (B) Finance & Risk Management – Chairman Hoffman
 - Mid Penn Bank Line of Credit Proposal
 - (C) Parks & Recreation – Chairman Boyer
 - Facility Use Agreement – VFW Memorial Day Parade
 - (D) Property – Chairman Hoke
 - Daniel Miller House Lease Renewal
 - (E) Public Safety – Chairman Snyder
 - (F) Streets – Chairman Hoch
 - 2002 Truck Spreader Replacement
 - 2017 Truck Spreader Repair
 - Handicapped Parking Request – 503 Moore Street
 - (G) Economic Development – Chairman Dietz
 - (H) Millersburg Ambulance Ad Hoc Committee – Cl'm Snyder
- VI. Mayor's Report
 - PA State Mayor's Association Annual Conference
- VII. Manager's Report
- VIII. Engineer's Report
- IX. Code Officer's Report
- X. Unfinished Business
 - Borough Ordinance No. 3-22 – Main Street District Zoning Overlay
 - Public Notice – Main Street District Zoning Overlay
 - Post Signage – Main Street District Zoning Overlay
 - Workers Compensation Leave Policy
 - North & Boyd Street Stop Sign
- XI. New Business
 - Heim's Disposal Service, Inc. Clean Up Day Invoice
- XII. Communications

XIII. Organization Reports

- (A) Upper Dauphin COG
- (B) Millersburg Planning Commission
- (C) Millersburg Area Pool Association
- (D) Millersburg Fire Company
- (E) Millersburg Area Authority
- (F) Dauphin County Tax Collection Committee
- (G) Millersburg Ferry Boat Association
- (H) Dauphin Lebanon County Boroughs Association
- (I) Zoning Hearing Board
- (J) Upper Dauphin Industrial Development Authority
- (K) Millersburg Civil Service Commission
- (L) Millersburg Borough Safety Committee

XIV. Next Meeting

XV. Adjournment/Recess to the Call of the Chair

Manager's Report

April 11, 2022- May 6, 2022

KB Out of Office/Office Closed— 4/15, 4/25

- Parking Meters—walkthrough w/ BH rescheduled, no finalized time as of 5/5
- Cherry Blossom—
 - Ongoing Facebook and website updates as information comes in
 - Coordinated marking of vendor spots and set up of Mr. Sticky's prior to the event on May 6, and provided ongoing logistical support to MAWT during the day
 - Finalized rain arrangements for Shotgun and other vendors, weather monitoring as day of draws closer, additional materials acquired
 - Notified PennDOT, finalized shuttle route, established special parking areas
- 2022 Stormwater Project—
 - Project binder updated with all documentation received thus far (5/6)
 - Bid Opening preparations and follow up with engineers and solicitor
 - Outreach to SDP to begin developing communication materials for public
- DCNR MYO Grant— updated info with DCNR, ACH pending as of 5/6,
- ARPA Grant report submitted by 4/30 deadline, detailing spending to date
- Ongoing efforts to resolve PA Non-procurement vendor issues & SAM validation issues
- Keystone Communities— call with DCED 5/4, scheduled follow-up 5/13 regarding reimbursement for engineering costs (timeline issues)
- AARP Community Challenge, DauCo Tourism—grant status to be announced in May
- Parks—
 - Cameras installed at Pine Street, MYO Park, in progress installation at Seal
 - Review materials pertaining to the Fish & Boat grants, master parks plan
- 510/512 Moore Street—no updates from the court so far (5/6)
- Planning Commission— corrected outstanding minutes issue
- Facility Use Agreements— finished VFW Memorial Day and submitted PennDOT road closure application- received permit on 5/6, developing JFT agreement
- PA1Call- respond to calls for 799 Center, 470 Center, Seal Street (boro sinkhole)
- Streets—
 - received multiple calls regarding upper end of Union St (700 block to end), should be added to high priority list for 2023 paving project.
 - Sent 2nd denial letter to 549 Union regarding a handicapped parking spot in front of the property, answered questions when resident came into office, did not sign document with expanded reasoning despite request from resident to do so
- Other— Drafted a work comp leave policy per council direction; Spoke to multiple civics classes at Millersburg Area High School after updating presentation materials; sent letter to 936 Union regarding de facto grocery store and had following up conversations
- KB WILL BE OUT OF OFFICE MAY 26-MAY 31.

Millersburg Police Department
Monthly Report for April 2022- Page 1

Number & Disposition of Offenses	OFFENSES KNOWN TO POLICE						DEPARTMENTAL RECORD			DISPOSITIONS			
	Reported this Month	UNF	Actual this Month	This Month Last Year	ACT THIS YEAR T/D	ACT LAST YEAR T/D	Offenses Cleared	Arr/Sum ADULT	Arr/Sum JUV	Guilty As Chrg'd	Guilty Less Off	Ref to Juv CT	Dismissed Not City
PART I													
01. a) MURDER/Non-neg Manslaughter													
b) MANSLAUGHTER													
02. FORCIBLE RAPE													
03. ROBBERY													
04. ASSAULT				1	2	7							
05. BURGLARY													
06. LARCENY/THEFT				1		3							
07. MOTOR VEHICLE THEFT													
08. OTHER ASSAULTS													
09. ARSON													
Totals Part 1	0	0	0	2	2	10	0	0	0	0	0	0	0
PART II													
10. FORGERY/COUNTERFEIT													
11. FRAUD					2	1							
12. EMBEZZLEMENT													
13. STOLEN PROPERTY-Buy/Sell/Poss													
14. CRIMINAL MISCHIEF				2	2	3							
15. WEAPONS - Carry/Possess													
16. PROSTITUTION/VICE													
17. SEX OFFENSES													
18. a) DRUG - Sale/Manufacture													
b) DRUG - Possession					1								
19. GAMBLING													
20. OFFENSES AGAINST FAMILY													
21. DUI										1			
22. LIQUOR LAWS													
23. DRUNKENNESS													
24. DISORDERLY CONDUCT	1		1	2	8	8							
25. VAGRANCY													
26. ALL OTHER (except traffic)	1		1	4	15	14							
Totals Part II	2	0	2	8	28	26	0	0	0	1	0	0	0
TOTALS PART I & II	2	0	2	10	30	36	0	0	0	1	0	0	0

TRAFFIC CITATIONS	0		0	0	16	13	0						
TRAFFIC WARNINGS	0		0	0	0	0	0						
PARKING TICKETS	8		8	24	98	136	8			12			

TOTALS PART I & II - All Classes	10	0	10	34	144	185	8	0	0	13	0	0	0
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Remarks:
Dispositions for Traffic Citations/Parking Tickets are not reflective inclusively for present month dispositions. Parking tickets counted as guilty are considered paid parking tickets, and do not go through the DJs office.

Offenses Cleared may represent exceptional clearances in addition to clearances for previous months rolled over to the present report month.

Millersburg Police Department
Monthly Report for April 2022 - Page 2

Non-Criminal Items Handled	This Month	This Month Last Year	This Year To Date	Last Year To Date
2701 PFA ORDER	1	1	3	3
2702 PUBLIC SERVICE				
2703 MISSING PERSON				
2704 LOST/FOUND PROPERTY		2	4	4
2705 WARRANT SVC-Other Juris				
2706 MENTAL HEALTH CASE		1	2	3
2707 PARKING COMPLAINT			1	5
2708 INVESTIGATION-Non Crim		1	3	6
2709 INVESTIGATION-Suicide				1
2710 PUBLIC COMPLAINTS				
2711 ANIMAL COMPLAINT				
2712 INFORMATION / ALERTS		1	6	4
2713 ACCIDENT - Non Reportable			1	2
2714 ACCIDENT - Public				
2715 ACCIDENT - Occupational				
2716 ACCIDENT - Firearm				
2717 MISC SERVICES PROVIDED	1	1	2	3
2718 SUSPICIOUS PERSON / ACTIVITY	1	1	2	7
2720 DOMESTIC DISPUTE (Non Violent)			1	2
2730 NOISE COMPLAINT (Non Criminal)				
2740 MEDICAL ASSIST			1	4
2741 FIRE ASSIST		1	1	2
2750 VACATION / BUILDING CHECK				
2800 INTELLIGENCE INFO - Drug				3
2801 INTELLIGENCE INFO				
2803 OVERDOSE				
2810 ASSIST O/JURIS - Information				1
2811 ASSIST O/JURIS - Back Up				3
2812 ASSIST O/JURIS - Handle	3		3	
2820 REFERRED TO PSP			1	
2821 ALARM RESPONSE				
2900 RUNAWAYS				
2902 PUBLIC SERVICE - Fingerprinting				
3122 ACCIDENT - Ped Injury				
9022 PERMIT ISSUED - Soliciting				
9023 PERMIT ISSUED - Parking	2	1	12	6
Totals Non-Criminal	8	10	43	59
TOTALS NON-CRIMINAL, PARTS I & II	10	20	73	95

ODOMETER READINGS - April		
Vehicle	This Month	This Month Last Year
M9	51,566	47,631
M10	21,389	16,423
Remarks:		

Alarms Handled - Unfounded	This Month	This Year To Date	Last Year To Date
BB&T Bank			
Mid Penn Bank			
Vision Craft			
Reed's Sunoco			
Millersburg Pharmacy			
American Legion			
Millersburg Historical			
Johnson Jewelry			
Max's Grille & Sports Bar			
Raw Energy Firearms			
RML			1