

Millersburg Borough Council
Council Chambers
April 26, 2023 Meeting Minutes

Call to Order – President Dietz called the meeting to order at 6:05PM with Cl'ms Boyer, Campisi (remote), Hoch and Hoffman present. Mayor Bowman, Manager Whitall and Secretary Ann Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – Bonnie Kent, Northern Dauphin Human Services Community Liaison/Operations Manager

Public Comment – President Dietz recognized Ms. Kent, who did a presentation on homelessness in our area. Ms. Kent requested that Council formulate a response strategy or flow chart to address this issue. Council directed Manager Whitall, Mayor Bowman and Captain Gamez to follow up. Following the presentation, Council agreed to facilitate wherever able and established an Ad Hoc Committee to specifically work on this issue. Cl'm Campisi and Manager Whitall will serve on the Ad Hoc Committee. Ms. Kent left the meeting at the end of her presentation.

Unfinished Business

Preferred Vendor Policy – Council reviewed the draft policy as revised by Manager Whitall. Motion by Cl'm Hoffman, seconded by Cl'm Boyer to approve the policy as presented. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoch and Hoffman.

Waste Hauler Vendor – Council reviewed three quotes provided by Manager Whitall. Motion by Cl'm Boyer, seconded by Cl'm Hoch to return the Borough's waste hauling services to Charles Fulkroad Disposal, Inc. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoch and Hoffman.

Borough Resolution No. 23-06 – Tow Away Zone Designation – This resolution establishes all Business Reserved Parking Spaces as Tow-Away Zones. Motion by Cl'm Hoffman, seconded by Cl'm Boyer to approve Borough Resolution No. 23-06 as presented. Motion carried.

116/118 Pine Street – Council reviewed Gannett Fleming's letter detailing their review of the re-submission. Motion by Cl'm Hoffman, seconded by Cl'm Boyer to forward this letter to the property owner with the statement that Council's previous directions also apply. Motion carried. Manager Whitall reported that the easement agreement is being drafted by Solicitor Kerwin, who will attend the May 3rd Planning Commission meeting.

New Business

YSM Invoice No. 7182 – Motion by Cl'm Hoffman, seconded by Cl'm Hoch to pay the invoice for \$2,099.63. Motion carried with yes votes from Cl'ms Boyer, Campisi, Dietz, Hoch and Hoffman.

Executive Session – President Dietz called an executive session at 7:25PM for Council to discuss administrative security procedures. Manager Whitall and Secretary Jackson left Council Chambers. The meeting was called back into regular session at 7:43PM with Manager Whitall and Secretary Jackson returning to Council Chambers. Council would like to see a schedule of daily/weekly tasks and procedures and know where passwords are kept for both the Police and Non-Uniformed sides.

New Hire - Act 120 Certification – Council reviewed materials provided and discussed the option of hiring a candidate, including paying said individual an hourly wage while attending the required training, also at the Borough's expense. Hiring expenses and benefit costs were also discussed. Council agreed to wait until the

two absent Cl'ms could be present before proceeding and to continue to look for a qualified full-time officer in the meantime. There was a question of the deadline to register for the January 2024 class.

Vacation Request – Jackson – Council agreed to permit Secretary Jackson's request for vacation May 11 through May 22.

Snyder Handicapped Parking Request – Borough Ordinance requires that an applicant for a handicapped parking space has a handicapped placard. Larry Snyder has applied but has not yet been approved. In the meantime, the Snyders are requesting a reserved parking space in front of their home. Council agreed that they should be charged the \$25 per week fee for a reserved parking space up to \$100 maximum. This matter will be revisited at the May meeting/s.

Polk Foundation MYO Pavilion Rental Request – The Polk Foundation has a scheduled rental of MYO #3 on June 19th and is requesting that the \$80 rental fee be waived. Motion by Cl'm Boyer, seconded by Cl'm Hoffman to approve the request. Motion carried.

The next meeting will be on May 10th. The meeting was adjourned at 8:22PM upon motion by Cl'm Hoffman, seconded by Cl'm Hoch. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary