

**Millersburg Borough Council
Council Chambers
May 24, 2023 Meeting Minutes**

Call to Order – President Dietz called the meeting to order at 6:00PM with CI’ms Campisi Hoch, Hoke and Snyder (arrived at 7:00PM) 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 – Joseph Gurnari and David Straub, J.H. Williams & Company

Public Comment – President Dietz recognized Mr. Gurnari and Mr. Straub, who presented the 2022 draft financial statements. There were no findings. The overall position of the Borough is down about \$300,000 in comparison to 2021, due to the storm sewer replacement project expenses. President Dietz thanked the auditors for their presentation and their work on performing the audit. Council deferred action on the audit statement until the June 14th meeting. Mr. Gurnari and Mr. Straub then left the meeting.

New Business

Garden Committee Expenses – CI’m Campisi presented a new policy. A maximum of \$25 will be the spending limit for items for the Community Garden. Garden Committee approval is required for any expense over that amount. Council agreed to enact the proposed policy. President Dietz reported that the Rotary Club received approval of their grant application for the produce stand, but the funds may not be spent until August 2023. Manager Whitall reported that the Borough will receive the AARP Community Challenge mini grant for \$2,500.

Unfinished Business

SDP Invoice #62046 – Council reviewed the invoice for \$1,000 for the 2023 tourism brochures. President Dietz reported that we have a 2022 Dauphin County Tourism Grant for \$500 to put towards this expense and the balance will come from his unexpended Council President’s salary line item. Motion by CI’m Hoke, seconded by CI’m Campisi to approve payment of the invoice as presented. Motion carried with yes votes from CI’m Campisi, Dietz, Hoch and Hoke.

Sweet Treats Request – Vending Machine Placement – Angela Hoover requested permission to place a soda vending machine at the concession stand property. Motion by CI’m Hoke, seconded by CI’m Campisi to approve the request. The machine is to be placed in a similar position as in the past. Motion carried.

Valley Waste Invoices – Clean Up Day – Council reviewed the invoices for Clean-Up Day disposal charges. The total was \$2,449.60. Motion by CI’m Hoke, seconded by CI’m Campisi to approve payment of \$2,449.60 to Valley Waste. Motion carried with yes votes from CI’m Campisi, Dietz, Hoch and Hoke.

Facility Use Agreement – Music in the Parks – Peace of Mind Café (Krystle Shearer) would like the use of MYO Pavilions 1, 2 and 3 on June 16, July 14 and August 11 for Music in the Park events. Council reviewed the Special Requirements. The agreement is to be revised to include that Council or the Park Committee Chairman must approve the location of the bonfire; Borough Manager will notify the Millersburg Fire Company and check with state agency responsible for permitting the bonfire; applicant is to provide a site safety plan; applicant must provide all required certificates of insurance for serving alcohol. Motion by CI’m Hoke, seconded by CI’m Hoch to approve the agreement as presented with the amendments as stated, with a \$100 user fee. Motion carried; CI’m Campisi voted no.

Manager Whitall stepped out of the meeting.

Facility Use Agreement Amendment – Hillside Regional Worship Night – Council previously approved an agreement for this event in Market Square Park scheduled for June 25, 2023. The applicant is requesting to move the event to Veterans Park due to safety concerns. Motion by Cl'm Hoke, seconded by Cl'm Hoch to approve the request and to remove the user fee since the gazebo will not be being used. Motion carried.

Handicapped Parking Application – 620 Union Street – Manager Whitall recommended approval of the application. Motion by Cl'm Campisi, seconded by Cl'm Hoke to approve the application. Motion carried.

Quick Ticket Policy – Council reviewed a draft policy regarding administration of the Quick Ticket Ordinance. Motion by Cl'm Hoke, seconded by Cl'm Campisi to approve the policy as presented. Motion carried.

Borough Ordinance No. 2-23 - Amendment to Quick Ordinance (Advertisement) – Council reviewed the draft of the ordinance as well as the legal notice. Formal adoption will be at the June 14th Council meeting. Motion by Cl'm Hoke, seconded by Cl'm Campisi to approve the legal notice for publication one time in the Citizen Standard. Motion carried with yes votes from Cl'm Campisi, Dietz, Hoch and Hoke.

116/118 Pine Street and Development Plan – Council reviewed documentation provided by Manager Whitall. Motion by Cl'm Hoke, seconded by Cl'm Hoch to approve the Easement Agreement with Lee Mar Properties. Motion carried.

Cl'm Campisi stepped out of the meeting; Cl'm Snyder arrived.

President Dietz recessed the meeting to the Call of the Chair at 7:05PM.

The meeting resumed at 8:53PM.

MASD Land Development Plan – Council took no action. They are waiting for documentation on the street vacation as well as final versions of the Development Agreement and Stormwater Operation and Maintenance and Right-of-Way Agreement.

The meeting was adjourned at 9:00PM upon motion by Cl'm Hoke, seconded by Cl'm Hoch. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary