

Millersburg Borough Council
August 26, 2020 Meeting Minutes
Millersburg Borough Council Chambers

Call to Order – President Dietz called the meeting back to order at 7:01PM with Cl’ms Bowman, Boyer and Hoke present. Borough Manager Kayla Buker and Secretary Ann Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – None.

Unfinished Business

Public Works Crew Leader Position – President Dietz called an executive session at 7:04PM for Council to discuss an employee relations matter. The meeting was called back into regular session at 7:50PM. Motion by Cl’m Bowman, seconded by Cl’m Hoke to extend an offer of employment to John Hoffman for the position of Public Works Crew Leader at \$20 per hour, including the standard package benefits, plus one week of vacation. Motion carried with yes votes from Cl’ms Bowman, Boyer, Dietz and Hoke. Manager Buker will advise Mr. Hoffman of the offer. The deadline for his decision will be noon on August 31.

Financing Options for Various Borough Projects – Council reviewed updated proposals from Mid Penn Bank and Riverview Bank and agreed to proceed with a 4 year loan for \$125,000 from Mid Penn Bank at 2.52% tax free interest. Secretary Jackson will notify Mid Penn and work on providing all required documentation.

Disposition of Mid Penn Bank Stock – Cl’m Bowman updated Cl’ms on the stock’s recent performance. Motion by Cl’m Bowman, seconded by Cl’m Hoke to continue to monitor the price and to sell the 300 shares when the price per share reaches a minimum of \$20.50. Motion carried. Secretary Jackson will inquire about related fees. Jackson also reported that as advised by our auditors, upon liquidation, the funds must go into a segregated bank account, since they have a restricted use for the holiday lighting display.

Water Fountain – Manager Buker reported that both our Engineer and Codes Enforcement Officer advised that we have to have some type of water dispensing device and should not remove the fountain altogether. Council again reviewed Manager Buker’s proposed options. Motion by Cl’m Bowman, seconded by Cl’ Hoke to purchase a hot/cold unit from Lowe’s for \$275, plus cups and a dispenser. Motion carried with yes votes from Cl’ms Bowman, Boyer, Dietz and Hoke. Robert Koppenhaver’s crew will be asked to install the unit as part of the ADA Building Renovations Project and Manager Buker will try to add this phase to the scope of work specified within the Gaming Grant.

Matthews Construction Change Order No. 1 – Council reviewed a change order for an additional \$2,800, to add a footer underneath a retaining wall at MYO Pavilion #2 near the grill area. Motion by Cl’m Boyer, seconded by Cl’m Bowman to approve Change Order No. 1 for an additional \$2,800. Motion carried with yes votes from Cl’ms Bowman, Boyer, Dietz and Hoke.

Center Street Erosion Control Project – Manager Buker reported that the property owner at 853 Union Street has asked to have a concrete pad on her property leveled. After review of the matter, Council agreed that the Borough bears no responsibility because the pad was not level prior to the project and the property owner has acknowledged this. Additionally, President Dietz reported that the concrete culvert under Center Street is cracked but that it is able to be slip-lined and sealed if it is done within the new few years, before becoming too degraded.

Paving Project Update – Manager Buker clarified the amount of the change order from New Enterprise Stone and Lime Company to complete the Gerhart Street pothole patching. The correct price is \$4,048.00. The

\$7,018 amount approved by Council on July 22, 2020, included the portion charged to Alvord Polk for the patching done on their property.

Motion to adjourn the meeting at 8:50PM by Cl'm Hoke, seconded by Cl'm Bowman. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary