

*Committee of the Whole*

*Millersburg Borough*

*6.23.2021 at 8:27 p.m.*

**Present:** Cl'm Alan Bowman, Cl'm Brent Boyer, Cl'm Chris Dietz, Cl'm Brian Hoch, Cl'm Adam Hoke

**Also Present:** Borough Manager Kayla Buker

**Guests:** Terry Kerwin, Borough Solicitor (departed the meeting at 8:58 p.m.)

**Employee Relations**—Manager Buker informed Council that a review of meeting minutes indicated that in March 2015, Council had moved to have all non-uniform Borough employees obtain child abuse clearances. Due to staff turnover, these clearances had not been kept up to date for existing employees and had not been done for the newly hired employees. Manager Buker will be working to obtain clearances for all non-uniform employees.

Cl'm Dietz shared with the other members of Council that the Police bargaining unit had sent him a letter indicating that they intend to exercise their right to bargain. Council was reminded that only three Council members can be present at the negotiating committee meeting; four or more Councilmembers would qualify as a quorum and make the meeting into an official Council meeting that must be advertised and accessible to the public.

**Finance and Risk Management**—Council provided guidance to Manager Buker about the AED purchase that is part of the Capital Improvement Budget. Council does not wish to purchase refurbished AEDs, but would like to have one of the two have child paddles.

**Parks and Recreation** – Manager Buker presented two versions of the Wedding in the Parks brochure. One brochure dated from 2014 and one was an updated version for 2021. Council requested that Manager Buker add the following to the brochure: Swing and the Lodge at Lykens Valley (food and accommodations), Williams' Catering (food), and the Halifax Inn and Market Street Suite (accommodations).

Council then discussed the possibility of asking for a small contribution from the businesses listed in the service directory portion of the brochure to offset the cost of printing. Manager Buker, once the finalized version of the brochure is approved, is to see that copies are available in the Borough office and on the Borough website. Additionally, Council would like Manager Buker to explore a waterproof pamphlet box to allow for brochures to be available in one of the parks.

Manager Buker provided an update on the removal of the stumps in Brown-Bradenbaugh, MYO, and Riverfront Parks. Council directed Manager Buker to explore options to delineate the end of the parking area by the MYO Park ballfield with the removal of the dogwoods.

**Streets--**

A review of the Mr. Rehab materials, consultation with Solicitor Kerwin and Mr. Jim Clark of Mr. Rehab, and an onsite review of the sinkhole that developed between 400 and 418 North Street did not turn up any evidence that the pipe found at the bottom of the sinkhole belonged to

the Borough. Solicitor Kerwin's advice was to not take any action unless additional information comes to light to indicate the pipe 1) belongs to the Borough, and 2) is the cause of the sinkhole.

Council reviewed a short overview of the results of the Mr. Rehab evaluation of the storm sewer lines in the Borough. Manager Buker was directed to get ballpark cost estimates from the Borough engineers to assess what the cost of trenching and replacing the worst sections would be.

Council briefly discussed the Holiday Lights. Council's preference is to maintain the same style of lights and to continue the traditional areas of lighting.

Council declined to discuss options for the failing parking meters.

No applications were received for the Parking Meter Enforcement position. Council did not discuss next steps to take.

### **Property**

Manager Buker provided an update on the roof of the Police Department. While the Public Works Crew had attempted to seal the leak, severe rain still causes a leak into the Police Department. The insurance company agreed to send out an inspector to assess the roof and see if the leak comes from a cause that would qualify for insurance coverage.

Cl'm Hoke agreed to meet with Manager Buker to assess the brick exterior wall along the Borough Police Department.

Manager Buker had not received any further updates from the developer regarding the former Reamer Tool Site. Cl'm Boyer had reached out to the developer to revisit the conversation.

**Public Safety—there were no updates for this committee.**

### **Economic Development**

Senator DiSanto's office had been sent the list of prospective projects compiled by Borough employees and Councilmembers. There were no further updates.

Council declined to discuss the future of the Downtown Core of the Borough.

### **Other Business-- Ordinances**

Borough Council declined to review the following ordinances: Handicapped Parking (2-19), Property Maintenance (1-17; 3-19), Zoning (2-16).

Borough Council also declined to discuss the research into the creation of the following ordinances: Quick Ticket (Property), Rental Inspection, Noxious Plant/Invasive Plant.

**The meeting adjourned at 10:04 p.m.**

*Items for the July 14th Council Meeting:*

- AED Options for Purchase