

Committee of the Whole

Millersburg Borough Office & Webex

9.22.2021 at 7:36 p.m.

Present: Cl'm Alan Bowman, Cl'm Brent Boyer, Cl'm Chris Dietz, Cl'm Adam Hoke, Cl'm Colby Snyder

Also Present: Borough Manager Kayla Buker

Guests: No guests were present.

Public Comment— No public comment was offered.

Employee Relations—

Council went into an executive session to discuss a personnel matter at 7:38 p.m.

Council came out of an executive session at 8:07 p.m.

Council will, at the next legislative session, take action to enact the following policy regarding a positive COVID-19 Policy. The policy will create a COVID-19 specific leave bank for each full-time employee of 80 hours, that will only become available when a positive test result is provided to the payroll administrator. This bank will be budgeted for in the next budget and Secretary Jackson is to monitor total expenditures on COVID-19 leave in the event of future funding becoming available.

Finance and Risk Management—

Following the amendment to Act 65 earlier this year, the Pennsylvania State Association of Boroughs is encouraging Boroughs to establish a de minimis dollar limit. This limit is meant to be a figure that represents business of minor impact to the Borough that can be added to an agenda easily in the course of a meeting. Council discussed and felt \$5,000 was appropriate as a limit. Manager Buker is to investigate Act 65 and see if there is a specific type of document that needs to have the limit recorded (i.e. minutes, fee schedule, etc.) so that Council can make a detailed motion at the October 13th meeting.

Parks and Recreation—

Manager Buker updated Council on the work to dig out Tanners Run in Seal Park and replace the pedestrian bridge that goes over it.

Millersburg Little League was interested in adding a batting cage/pitching bullpen to the field at Seal Park. Council reviewed the documents provided by the Little League officer and directed Manager Buker to inform the Little League that if they fully enclose it as they plan, there needs to be a second entrance added. Manager Buker is also to confirm with Secretary Jackson if the Little League has ever contributed towards the increased insurance premiums that come with upgrading the field.

Mr. Christian Wenner had reached out to Cl'm Dietz and suggested that the Borough install a disc golf course in Seal Park. Council discussed some of the supporting materials sent by Mr. Wenner and Manager Buker was directed to reach out to Mr. Wenner to find out if he was aware

of any resources that could speak to the cost of a course and what a layout would have to look like to accommodate the other activities at Seal Park.

Council reviewed the MYO Park Grand Opening on September 16th and the attention from the community.

Streets—

Council discussed Manager Buker's work on the Keystone Communities- Additional Allocation Grant. The application was being structured around the trio of streets recommended by the Borough engineers to maximize the amount of work done. These streets were Church Street, Race Street, and Boyd Street (as budget allowed). Cl'm Boyer expressed his concern about Boyd Street not being prioritized higher. After discussion and review of the documents of the pipe quality from Mr. Rehab, Manager Buker was directed to redo the grant application to reflect Boyd Street, Moore Street, Church Street, and North Street as the primary streets with Walnut Street as an addition if the budget allows. Race Street is to be held out as a separate project. Manager Buker was instructed to have the engineers provide a map indicate where the work would be occurring on each section of road.

Property—

Cl'm Hoke spoke about reallocating the funds in the Capital Improvement Budget that were originally for the replacement of the Police Department Window towards other Police Department projects, including roof work or insulation replacement.

Cl'm Hoke also spoke about projects for the Shade Tree Funds to be used for, suggesting that the property at 198 Pine Street with a dead tree might be suitable. Other members of Council had concerns about using the funds for one individual property. Manager Buker was directed to contact PPL and PennDOT to see if either would remove the tree that overhangs Rte. 147.

Public Safety—there were no updates for this committee.

Economic Development—there were no updates for this committee.

Unfinished Business-

Council reviewed the quotes from MIS for security cameras at MYO Park, Seal Park, 101 West Street, and the Pine Street Garage. Council asked Manager Buker to get a sample photo of the camera quality and confirm with MIS where the MYO Park cameras would be located.

Cl'm Boyer has not heard from the State DCED staffers about setting up a meeting with Council and the Dauphin County Commissioners.

New Business- there was no new business.

Other Business—there was no other business.

The meeting adjourned at 9:57 p.m.

Respectfully submitted,

Kayla Buker, Borough Manager

Items for October 13th Meeting:

-Covid Policy

-De Minimis Limit

-Storm Sewer Projects

-Security Cameras