

March 11, 2015
Regular Meeting – Council Chambers
Millersburg, Pennsylvania

Call to Order – President Dietz called the Council meeting to order at 7:00PM with CI’ms Boyer, Ibberson, Paden and Wolfe present. Manager McGann and Secretary Jackson were also present. Solicitor Kerwin arrived at 8:30PM. Mayor Ibberson arrived at 9:15PM. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – Harry Bricker III, Kim Stank and Robb Wentzel, Michael Baker, Nicole Bicksler, Shawn Bowman, Jamie Engle, Dan Fralick, Sean Grimm, Bob Keefer, Stacey Oxenrider, Wayne Rothermel, Chuck Shadel, Dave Snyder, Tom Snyder, Billy Tonoff, Matthew Tschopp, Delmar Whary, Mike Whitcomb and Mark Wisniski

Public Comment

Harry Bricker III – President Dietz recognized Mr. Bricker, who read a request for Borough records dealing with the demolition of 2 North Market Square. President Dietz advised Mr. Bricker to complete an Open Records Request form; Secretary Jackson will supply the form and assist in completing it. Mr. Bricker asked if he could remit \$200 to the Borough as a payment on the invoice for the demolition. President Dietz advised that the Council will be consulting with Solicitor Kerwin later in the meeting and will respond at that time.

Presentation by Zelenkofske Axelrod, Auditors – Kim Stank and Robb Wentzel distributed drafts of the 2014 financial statements, 2014 DCED report, management letter and summary financial information for publication. Highlights from the financial statement were reviewed by Ms. Stank. President Dietz thanked the auditors for their presentation and Ms. Stank and Mr. Wentzel then left the meeting.

Millersburg Boat Club – The remainder of the guests were in attendance in response to the proposed ordinance and related resolution dealing with boat docking. CI’m Boyer addressed the audience, explaining that due to increased use of Riverfront Park, Council felt it became necessary to create the proposed ordinance and resolution. Guests were provided the opportunity to state their concerns. During ensuing discussion, Council answered questions and clarified language in the ordinance. President Dietz thanked the members for attending and for working with them on refining the ordinance.

Dauphin Precision Tool Discharge – President Dietz read a statement issued by Dauphin Precision Tool regarding the recently discovered discharge into the Susquehanna River. Dauphin County Hazard Materials Agency and PA Department of Environmental Protection have both been notified and third party remediation firms have begun the clean-up effort, which is still on-going. The Boat Club members then left the meeting.

Executive Session – President Dietz called an executive session at 8:40PM for discussion of multiple legal issues. Sean Grimm and Harry Bricker left Council Chambers. The meeting was called back into regular session at 8:43PM with Mr. Bricker returning to Council Chambers. Both President Dietz and Solicitor Kerwin stated to Mr. Bricker that his payment will be accepted but that doing so will not change Council’s course of action. Mr. Bricker stated that he understood and then left the meeting. President Dietz again called an executive session at 8:47PM to discuss legal matters. Solicitor Kerwin left the meeting when the executive session concluded. President Dietz called the meeting back into regular session at 9:15PM.

Petitions Filed for Council Positions – President Dietz reported that three petitions have been filed for four open seats – Kathy Wolfe, Trudy Paden and John Hoffman, Jr. Council directed Manager McGann to find out the timing for reducing the number of Council seats.

Approval of Minutes – Motion by Cl'm Wolfe, seconded by Cl'm Paden to approve the minutes from the February 11 and 25, 2015 meetings as presented. Motion carried.

Financial Reports – Reports on file. Motion by Cl'm Wolfe, seconded by Cl'm Ibberson to approve the Financial Report as presented. Motion carried. Motion by Cl'm Wolfe, seconded by Cl'm Paden to approve the Check Detail Report as presented. Motion carried with yes votes from Cl' ms Boyer, Dietz, Ibberson, Paden and Wolfe.

Committee Reports

Employee Relations

Part-Time Hire – Motion by Cl'm Wolfe, seconded by Cl'm Paden to authorize Manager McGann to hire Paul Martz, Jr. from April 1 through approximately October 31, 2015 at \$8.25 per hour; hours capped at 200. Motion carried with yes votes from Cl' ms Boyer, Dietz, Ibberson, Paden and Wolfe.

Part-Time Parking Meter Enforcement – Mayor Ibberson requested that Council hire Hayden Smith for evening and Saturday patrols. The matter was tabled and referred to the Employee Relations Committee for review.

Finance and Risk Management

2014 Financial Statements – Motion by Cl'm Wolfe, seconded by Cl'm Boyer to accept the 2014 financial statements as prepared by Zelenkofske Axelrod. Motion carried. Motion by Cl'm Ibberson, seconded by Cl'm Paden to advertise the funds balance summary as required, one time in the Upper Dauphin Sentinel. Motion carried with yes votes from Cl' ms Boyer, Dietz, Ibberson, Paden and Wolfe.

Parks and Recreation

Borough Ordinance No. 2-15 Boat Docking and Borough Resolution No. 15-01 Boat Docking Regulations – Both will be held for further review.

UrXscape Quote for Flowers – Council reviewed a quote for plantings, mulching and maintenance at the “Welcome to Millersburg” sign. Motion by Cl'm Paden, seconded by Cl'm Boyer to approve the quote at \$684.50, to be paid using \$500 from the Capital Improvement budget and \$184.50 from the General Fund park construction line item (454.211). Motion carried with yes votes from Cl' ms Boyer, Dietz, Ibberson, Paden and Wolfe.

Event Agreement – Concert & Fireworks Display – The Millersburg Fire Company requests the use of Riverfront and MYO Parks for a concert and fireworks display on July 2, 2015 from 4:00 to 11:00PM. The rain date would be July 17, 2015.

Facility Use Agreement – Millersburg Little League – The organizations requests the use of the Seal Park baseball field for games and practices from March 1 through October 31, 2015.

Facility Use Agreement – Millersburg High School Baseball – The organization requests the use of the MYO baseball field for practices and games from March 12 through May 29, 2015.

Facility Use Agreement – Millersburg Teener Baseball – The organizations requests the use of the MYO Park baseball field from April 1 through July 31, 2015.

Special requirements apply to all of the above. Certificates of insurance and team rosters (where applicable) are also required. Motion by Cl'm Paden, seconded by Cl'm Boyer to approve the event agreement for the

Fireworks and the facility use agreements for the Millersburg Little League, Millersburg High School Baseball and Millersburg Teener Baseball and to waive all user fees. Motion carried.

Millersburg Ferry Boat Association BL Companies Invoice – Motion by Cl'm Wolfe, seconded by Cl'm Paden to approve forwarding the invoice for \$222.50 to Dauphin County for payment. Motion carried.

Property

Bolig's Propane Coil Repair – One of the overhead heaters in the garage needs replaced. Bolig's quote for \$2,830 was reviewed. Motion by Cl'm Wolfe, seconded by Cl'm Ibberson to approve Bolig's quote for \$2,830 and to set up a new QuickBooks account line item in the General Fund budget. Motion carried with yes votes from Cl' ms Boyer, Dietz, Ibberson, Paden and Wolfe.

101 West Street Brick Repointing – The matter was tabled.

Spring Clean-Up – Heim's Disposal Services provided a quote for three 40-yard roll-offs at \$225 each, plus \$73.90 per ton for disposal. Motion by Cl'm Wolfe, seconded by Cl'm Paden to approve Heim's quote. Motion carried with yes votes from Cl' ms Boyer, Dietz, Ibberson, Paden and Wolfe. Motion by Cl'm Wolfe, seconded by Cl'm Ibberson to advertise that Clean-Up Day will be April 11 from 7:00AM to 3:00PM. Tires will be accepted. Fees are to match Upper Paxton Township's fees. Motion carried. Council directed Manager McGann to submit a press release to the Upper Dauphin Sentinel and to put the information on the Borough's website.

Public Safety – Chairman Ibberson had nothing to report.

Streets

Street Inspection – Manager McGann reported that the Borough's engineer will be coming on March 24 to conduct a street inspection. The findings will be reported to Council at the Committee meetings on March 25.

Street Sweeper Rental – Manager McGann reported that he received a quote from Golden Equipment to rent a street sweeper for one week, for \$2,700. Motion by Cl'm Paden, seconded by Cl'm Ibberson to rent the street sweeper from Golden Equipment for one week for \$2,700. Motion carried with yes votes from Cl' ms Boyer, Dietz, Ibberson, Paden and Wolfe. The rental will be scheduled for the week of April 6. Additionally, Manager McGann received a quote from Heim's Disposal for \$692.30 to rent a dumpster to collect the street sweeper debris. Motion by Cl'm Wolfe, seconded by Cl'm Paden to approve the quote. Motion carried with yes votes from Cl' ms Boyer, Dietz, Ibberson, Paden and Wolfe.

Event Agreement MAWT Cherry Blossom Festival – MAWT has requested the use of Market Square and various streets on May 2, 2015 from 6:00AM to 4:00PM to hold the annual Cherry Blossom Festival. Their certificate of insurance is required and other special requirements apply. Motion by Cl'm Wolfe, seconded by Cl'm Paden to approve the agreement. Motion carried.

Economic Development

Shop Small – Chairman Dietz reported that merchants will be putting swag bags together to promote local businesses for distribution at the Cherry Blossom Festival. The merchants are also in the process of planning Summertime Second Saturdays.

Mayor's Report – Mayor Ibberson reported that part-time police officer Tyler Zehring will be starting this weekend and the second part-time officer, Juan Castro, Jr. will be coming next Tuesday. Mayor Ibberson then left the meeting.

Unfinished Business

Borough Ordinance No. 3-15 – PMHIC – This ordinance provides for the Borough to join the Pennsylvania Municipal Health Insurance Cooperative. Motion by Cl'm Wolfe, seconded by Cl'm Ibberson to adopt Borough Ordinance No. 3-15. Motion carried.

Aegis Group/American Sentinel Blanket Accident Insurance – Council agreed to provide for 60 volunteers. Motion by Cl'm Wolfe, seconded by Cl'm Ibberson to approve the invoice for \$300. Motion carried with yes votes from Cl'ms Dietz, Ibberson, Paden and Wolfe (Cl'm Boyer had briefly stepped out of the room). President Dietz directed Secretary Jackson to invoice the Tour de Millersburg for \$50 towards the volunteer insurance (representing the amount in excess of the budgeted amount of \$250) as well as a Seal Park pavilion rental for August 8 for TDM registration.

New Business

Dauphin County Tax Collection Committee Annual Invoice – Council reviewed the invoice for \$211.20 for our 2015 membership in the DCTCC. Motion by Cl'm Paden, seconded by Cl'm Ibberson to approve the invoice as presented. Motion carried with yes votes from Cl'ms Boyer, Dietz, Ibberson, Paden and Wolfe.

Rhoads & Sinon LLP Invoice for Police Contract Arbitration – Council reviewed the invoice for \$759.20 for police contract matters. Motion by Cl'm Wolfe, seconded by Cl'm Paden to approve the invoice as presented. Motion carried with yes votes from Cl'ms Boyer, Dietz, Ibberson, Paden and Wolfe.

Borough Management Caucus Membership Renewal – Jackson, McGann – Council reviewed the invoices for \$25.00 each for renewal of memberships for Secretary Jackson and Manager McGann. Motion by Cl'm Wolfe, seconded by Cl'm Paden to approve both invoices as presented. Motion carried with yes votes from Cl'ms Boyer, Dietz, Ibberson, Paden and Wolfe.

Borough Resolution No. 15-05 Honoring Superintendent Knorr – Manager McGann read the resolution. Motion by Cl'm Wolfe, seconded by Cl'm Paden to approve the resolution as prepared. Motion carried.

Brinjac Engineering Invoices – State Street Stormsewer Project – Council reviewed invoices for the Borough and Upper Paxton Township totaling \$24,210. Motion by Cl'm Ibberson, seconded by Cl'm Boyer to approve forwarding all four invoices totaling \$24,210 to Dauphin County for payment. Motion carried.

Millersburg School District Invoice for 2014-2015 Personal Tax Bills – Council reviewed the invoice from the School District for printing and mailing of the 2014 personal tax notices. Motion by Cl'm Paden, seconded by Cl'm Ibberson to approve paying the invoice for \$833.20 to the School District. Motion carried with yes votes from Cl'ms Boyer, Dietz, Ibberson, Paden and Wolfe.

Communications – All communications were made available to Cl'ms. There was nothing requiring Council action.

Organization Reports

Upper Dauphin COG – Cl'm Wolfe reported that Gerald Feaser, Dauphin County Elections Bureau, and Leah Pearlman-Storch, Tri-County Planning Commission, spoke at the February meeting.

Millersburg Planning Commission – Manager McGann reported that there was no interest in the vacancy. Council suggested he contact Andrew Baniyas to see if he is interested in serving.

Millersburg Area Pool Association – President Dietz referred Cl'ms to their meeting minutes.

Millersburg Fire Company – Cl'm Ibberson had nothing to report.

Millersburg Area Authority – President Dietz referred Cl’ms to their meeting minutes.

Dauphin County Tax Collection Committee – Secretary Jackson reported that the Committee reorganized and the same officers were retained. Sub-committees were filled. Keystone provided information for taxpayer assistance, which have been put on the Borough’s website. The statewide conference is scheduled for May 15-16 in Hershey.

Property Maintenance Ordinance Committee – Cl’m Boyer reported that the draft is ready and that it will be presented to Council in the near future.

Next Meetings – President Dietz announced that the Committee meetings will be March 25 and the next Council meeting will be April 8.

Adjournment – Motion by Cl’m Ibberson, seconded by Cl’m Wolfe to adjourn the meeting at 10:15PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary