

**October 7, 2015**  
**Regular Meeting – Council Chambers**  
**Millersburg, Pennsylvania**

**Call to Order** – President Dietz called the Council meeting to order at 7:05PM with CI’ms Breach, Ibberson, Paden and Wolfe present. Mayor Ibberson, Manager McGann and Secretary Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

**Guests** – John Hoffman

**Approval of Minutes** – Motion by CI’m Wolfe, seconded by CI’m Paden to approve the minutes from the September 9 and September 16, 2015 meetings as presented. Motion carried.

**Public Comment** – President Dietz thanked John Hoffman for attending.

**Financial Reports** – Motion by CI’m Paden, seconded by CI’m Breach to approve the Financial Report as presented. Motion carried. Motion by CI’m Paden, seconded by CI’m Ibberson to approve the Check Detail Report as presented. Motion carried with yes votes from CI’ms Breach, Dietz, Ibberson, Paden and Wolfe.

**Committee Reports**

**Employee Relations**

**Employee Manual** – Chairman Wolfe reported that Eckert Seamans has quoted not to exceed \$500 for a review and not to exceed \$1,250 for a re-write (\$500 would be applied to \$1,250). Motion by CI’m Wolfe, seconded by CI’m Breach to accept the quote of not to exceed \$500 for a professional review of the draft version of the employee manual. Motion carried with yes votes from CI’ms Breach, Dietz, Ibberson, Paden and Wolfe.

**Finance and Risk Management**

**Deibler, Straub & Troutman Proposal** – CI’m Wolfe reported that she has spoken with Brian Floyd with Gunn-Mowery regarding Keystone’s exclusive dividend program that we are currently ineligible for. EMC is not able to offer any rate reduction. Mr. Floyd offered to forgo his \$300 annual commission, but could not speak for David Schlosberg. Motion by CI’m Ibberson, seconded by CI’m Breach to change our Broker of Record to Deibler, Straub & Troutman for the Borough’s EMC policies only. Motion carried. CI’m Wolfe will advise Mr. Floyd. President Dietz directed Secretary Jackson to prepare the appropriate letters for his signature.

**PMHIC Annual Meeting** – CI’m Wolfe reported that Secretary Jackson attended the annual meeting recently and the Borough’s health insurance renewal rates for 2016 will increase by 3.7%. Additionally, preliminary results through June 30, 2015 indicate that we will receive a distribution of surplus funds of \$10,726 total, payable on two separate dates during 2016. Lastly, the PHMIC Board has negotiated a new 3-year contract with Capital Blue Cross, running 2016-2017-2018. Secretary Jackson reported briefly on the meeting at Capital Blue Cross’ new store in Enola. President Dietz directed her to distribute informational materials on the facility to employees.

**Disposition of Mid Penn Bank Certificate of Deposit** – President Dietz reported that we have a Mid Penn CD that will mature on October 18<sup>th</sup>; current value \$61,431.76. Council reviewed current renewal rates from Mid Penn, Riverview and Susquehanna Banks and money market and savings account rates as provided by Secretary Jackson. Motion by CI’m Paden, seconded by CI’m Wolfe to redeem the CD and put the money in the Mid Penn Bank General Fund Reserve account, which offers the better interest rate. Motion carried with

yes votes from Cl'ms Breach, Dietz, Ibberson, Paden and Wolfe. Secretary Jackson was directed to note that the redeemed CD is included in the Mid Penn Bank General Fund Reserve account balance.

2016 Budget – President Dietz announced that the October 28 Committee meetings will be mainly devoted to 2016 budget preparation. Committees are to have their requests in to Secretary Jackson by Monday, October 26.

### **Parks and Recreation**

Facility Use Agreement – Millersburg Ferry Boat Dry Docking – The Ferry Boat Association requests the use of Riverfront Park from Pine Street to Keystone Street from October 7, 2015 to May 15, 2016 for the purpose of dry-docking the ferry boats. The user fee would be waived. Motion by Cl'm Breach, seconded by Cl'm Wolfe to approve the agreement as presented. Motion carried.

Facility Use Agreement – VFW Ladies Auxiliary Veterans Day Ceremony – The organization requests the use of Market Square and Veterans' Park on Wednesday, November 11, 2015 from 6:00 to 8:00PM for a Veterans' Day observance. The user fee would be waived. Motion by Cl'm Paden, seconded by Cl'm Wolfe to approve the agreement as presented. Motion carried.

MAHS Conservation Club Work Day – Manager McGann reported that the Conservation Club students will be collecting trash in the Borough parks tomorrow.

Park Restrooms – Manager McGann reported that the restrooms will be closing for the season on or about October 31 and the Public Works crew will be using a new procedure for winterizing the Welcome Center restrooms.

### **Property**

2002 Ford F350 Repairs – Cl'm Breach reported that the repairs have been completed and we have the truck back in service.

Public Safety – Cl'm Ibberson had nothing to report.

### **Streets**

Reliance Environmental Proposal – Railroad Street – Manager McGann reported that we received a request from Reliance Environmental to drill two monitoring wells on Railroad Street to continue to monitor the situation at Reed's Service Station. Motion by Cl'm Paden, seconded by Cl'm Ibberson to grant permission to drill the wells as requested in Reliance Environmental's correspondence dated September 23, 2015, and to require that they report all results to the Borough. Motion carried.

Parking Meter Enforcement Policy – Manager McGann reported that the Streets Committee's recommendation to the Police Department is that the officers refrain from writing tickets for vehicles parked at meters that read "dead" or "failed". Motion by Cl'm Wolfe, seconded by Cl'm Breach that Council follow through with said recommendation and direct the Police Department accordingly. Motion carried.

Parking Area at Millersburg Gun Club – Mayor Ibberson requested that the Public Works crew seed and fence in the area at the north end of the stone parking lot at the Gun Club where the anchors had been stored so that it isn't used as an extension of the parking lot.

Facility Use Agreement – Dockey Auction Service – Mrs. Dockey has requested the closure of the 700 block of Height Street on October 17, 2015 from 5:00AM to 5:00PM for a public auction at 758 Church Street. The street closure fee has been paid and the certificate of insurance has been received. Motion by Cl'm Breach, seconded by Cl'm Paden to approve the agreement as presented. Motion carried.

Legal Notice for Borough Ordinance No. 4-15 No Parking Zone 500 Block of Market Street – This ordinance would make permanent the parking restrictions put in place on a 90 day trial basis via Borough Resolution No. 15-10. Council reviewed the draft of the ordinance. Manager McGann reported that Solicitor Kerwin had no comments on the draft. Motion by Cl'm Paden, seconded by Cl'm Ibberson to advertise Borough Ordinance No. 4-15 in the Upper Dauphin Sentinel for formal adoption at the November 4, 2015 Council meeting. Motion carried with yes votes from Cl'ms Breach, Dietz, Ibberson, Paden and Wolfe.

Cars Illegally Parked at Market and Moore Streets – Cl'm Paden reported on an unsafe situation in which cars are parking illegally on Market Street near the Moore Street intersection while dropping off or picking up students riding the school bus. President Dietz requested that Mayor Ibberson direct the police officers to monitor the situation before and after school and to issue citations to violators. Mayor Ibberson advised Cl'm Paden to call Dauphin County Dispatch when she observes this occurring.

Decorative Whiskey Barrels – Cl'm Wolfe reported that there was interest in using the barrels to decorate for the winter with holiday greens. Mayor Ibberson will ask TLC Tree Farm if they have the appropriate materials and Manager McGann will ask the Lions Club if they would be willing to pay this expense.

### **Economic Development**

Small Business Council – President Dietz reported that the Shop Local and Small Business Saturday events will be continued. He is working on updating the tourism brochure. Motion by Cl'm Ibberson, seconded by Cl'm Paden to purchase a supply of new tourism brochures not to exceed \$1,500. Motion carried with yes votes from Cl'ms Breach, Dietz, Ibberson, Paden and Wolfe.

Holiday Meter Bags – Cl'm Wolfe requested that Manager McGann explore funding options for a grant to purchase holiday bags to cover the parking meters for the time period that Council traditionally suspends meter enforcement.

### **Mayor's Report**

Taser Purchase – Mayor Ibberson reported that we need two new tasers. He received a quote from Taser International for \$2,210.67. The funds would come from the fully unexpended ammunition and partially unexpended patrol equipment line items. Motion by Cl'm Paden, seconded by Cl'm Ibberson to approve the purchase as presented. Motion carried with yes votes from Cl'ms Breach, Dietz, Ibberson, Paden and Wolfe.

Police Vehicle – Mayor Ibberson reported that he received quotes from Sunbury Motors and 911 Rapid Response for a 2016 Interceptor SUV. We would be replacing M-7 and the cost should be under \$40,000. A portion of the cost is in the Capital Improvement budget and the remainder could come from a gaming grant or other available funds. Manager McGann will check with the Dauphin County Commissioners to see what other options are available.

### **Unfinished Business**

Rhoads & Sinon Police Arbitration Invoice – We received the latest invoice from Rhoads and Sinon for police arbitration. Motion by Cl'm Ibberson, seconded by Cl'm Paden to pay \$2,418 to Rhoads and Sinon. Motion carried with yes votes from Cl'ms Breach, Dietz, Ibberson, Paden and Wolfe.

### **New Business**

Disposition of State Aid Received for Volunteer Fire Relief Association – We received \$13,020.75 from the State Treasurer. Motion by Cl'm Paden, seconded by Cl'm Wolfe to authorize Secretary Jackson to cut the check to the Millersburg Fire Relief Association for \$13,020.75. Motion carried with yes votes from Cl'ms

Breach, Dietz, Paden and Wolfe. CI'm Ibberson abstained due to serving as the Treasurer of the Fire Relief Association.

Dauphin County DCED Letter of Support – Manager McGann reported that we received a request from Dauphin County DCED to provide a letter of support for the County's application for the Community Development Block Grant National Disaster Resilience Competition, which provides disaster relief funds. The Borough is seeking funds to address the erosion issue along the Susquehanna River. Motion by CI'm Breach, seconded by CI'm Paden to provide the letter as requested. Motion carried.

**Communications** – All communications were made available to CI'ns. President Dietz called CI'ns attention to the letter regarding the Dauphin County Commissioners finding presentation on police regionalization on October 13. President Dietz will be attending. The quarterly meeting of the Dauphin Lebanon County Boroughs Association will be held on October 22. President Dietz and CI'm Paden will be attending.

### **Organization Reports**

Upper Dauphin COG – CI'm Paden attended. Scott Bills was the speaker; the topic was lowering our carbon imprint. Ocean Port was suggested as a road salt supplier. Lykens Township will host the October meeting. Wayne Township will host the November meeting.

Millersburg Planning Commission – Manager McGann reported that they continue to work on the zoning ordinance draft. Borough Council will have the upcoming task of appointing zoning hearing board members.

Millersburg Fire Company – Mayor Ibberson reported that the Santa parade will be December 20.

Millersburg Area Authority – President Dietz referred CI'ns to their meeting minutes.

Dauphin County Tax Collection Committee – Secretary Jackson referred CI'ns to their March and May summary meeting minutes and reported that Keystone announced at the September meeting that 3<sup>rd</sup> quarter revenue is up Countywide by 5% due to increased EIT collections and collection of 2010 and 2011 delinquents. Keystone's internal controls audit has been completed with no findings. Their annual audit, completed by Zelenkofske Axelrod, also indicated no findings and was approved by the TCC.

Property Maintenance Ordinance Committee – There was no report.

Millersburg Ferry Boat Association – There were no meeting minutes provided. Manager McGann reported that the boats are scheduled to be pulled out of the river this weekend.

**Next Meetings** – President Dietz announced that the next meeting will be October 28 to work on the 2016 budget. Any non-vital committee issue is to be held.

President Dietz called an executive session at 8:55PM to review legal and real estate matters. Mr. Hoffman left Council Chambers. The meeting was called back in regular session at 9:21PM. Motion by CI'm Ibberson, seconded by CI'm Paden to adjourn the meeting at 9:21 PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson  
Borough Secretary