

December 10, 2015
Regular Meeting – Council Chambers
Millersburg, Pennsylvania

Call to Order – President Dietz called the Council meeting to order at 7:10PM with CI’ms Boyer, Breach, Ibberson and Paden 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 – Harry Bricker III, Sean Grimm and John Hoffman

Approval of Minutes – Motion by CI’m Ibberson, seconded by CI’m Paden to approve the minutes from the November 4 and November 11, 2015 meetings as presented. Motion carried.

Public Comment

Sean Grimm – Emergency Management Coordinator Sean Grimm was present to address the adoption of the Emergency Operations Plan.

Harry Bricker III – Mr. Bricker requested an update on the flag light in the island. Mr. Bricker also stated that he was falsely accused of stealing items from the old store by a Borough police officer and asked for an apology from the officer and the Borough. Mayor Ibberson responded to Mr. Bricker that he was questioned only and there would be no apology. Mr. Bricker left the meeting.

Financial Reports – Motion by CI’m Paden, seconded by CI’m Breach to approve the Financial Report as presented. Motion carried. Council also reviewed the Capital Improvement Budget Report. There were no suggested changes as to format. 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 Boyer, Breach, Dietz, Ibberson and Paden.

Committee Reports

Employee Relations

2016 MERP Renewal – Secretary Jackson reported that Gunn-Mowery will be renewing the Medical Expense Reimbursement Plan with the same terms as 2015 with no changes in enrollment.

Finance and Risk Management

2016 Budget Drafts – Council made some final adjustments. Motion by CI’m Ibberson, seconded by CI’m Paden to approve the 2016 General Fund budget at \$928,626.00, the Capital Improvement budget at \$86,314.54 and the Liquid Fuels budget at \$83,995.02. Motion carried with yes votes from CI’ms Boyer, Breach, Dietz, Ibberson and Paden.

Parks and Recreation

Amendment to Facility Use Agreement - Healthy Kids Running Series – Manager McGann reported that Coordinator Abby Sharbaugh requested a change to the dates from April 10 through May 8, 2016 to April 3 through May 1, 2016 due to the Mothers Day holiday. Motion by CI’m Boyer, seconded by CI’m Ibberson to approve the amendment as presented. Motion carried.

2016 MYO Recycling Permit – Council made amendments to the Commercial permit draft. Motion by CI’m Boyer, seconded by CI’m Paden to approve the residential permit draft and the commercial permit draft as amended. Motion carried.

Seal Park Pathways Grant – The Borough had previously submitted a grant application for work on the macadam walkways and the parking lot at Seal Park, which was denied. One of the entities awarded funding has declined to accept. This puts the Borough back in contention for funding. A decision will be forthcoming.

River Front Park Pipes – CI'm Breach questioned the status of the pipes piled in the Park. CI'm Boyer responded that final disposition is undecided at this time.

Property

Purchase of Safety Equipment – Manager McGann reported that he would like to purchase lock-out/tag-out kits and a flame-proof storage cabinet from Ark Safety for \$1,434.45. Motion by CI'm Breach, seconded by CI'm Boyer to approve the expenditure as presented. Motion carried with yes votes from CI' ms Boyer, Breach, Dietz, Ibberson and Paden.

Knight Security Systems, Inc. Monitoring Agreement – Knight Security has bought out Central Penn Security Systems, who the Borough contracts through for fire and security alarm system monitoring services. The new contract with Knight was received and Manager McGann reported that there are no changes in price. Motion by CI'm Breach, seconded by CI'm Ibberson to approve the agreement. Motion carried with yes votes from CI' ms Boyer, Breach, Dietz, Ibberson and Paden.

Millersburg Area Authority Drapes – CI'm Breach reported that the Authority has taken down drapes in the Manager's office and would like to take down two more sets in the conference room, due to their deteriorating condition. Council directed Secretary Jackson to advise the Authority to dispose of them. Council also directed Manager McGann to have the Public Works crew install the storm windows in those areas as one of their yearly building maintenance tasks.

Public Safety

Humane Society 2016 Contract – Manager McGann reported that the new contract calls for a \$250 contract fee. Council agreed to include both options of animal emergency rescue services and pick-up services. Motion by CI'm Paden, seconded by CI'm Ibberson to approve the 2016 contract including the two optional services. Motion carried with yes votes from CI' ms Boyer, Breach, Dietz, Ibberson and Paden.

Streets

Weeds on Center Street Lot – In response to a complaint, Council discussed the weeds on the Center Street side of the lot owned by Bill Hale (Parcel No.45-002-003). The matter will be revisited in the spring when vegetative growth begins.

Economic Development

Shop Small Event – President Dietz reported that the drawing for the prize winners was held prior to the meeting. The event was a success.

Mayor's Report

No report.

Manager's Report

Snyder Tree Service Stump Grinding – Manager McGann reported that Snyder Tree Service has quoted \$1,950 to grind two stumps in River Front Park and four stumps in Seal Park. Motion by CI'm Boyer,

seconded by Cl'm Paden to approve the quote. Motion carried with yes votes from Cl' ms Boyer, Breach, Dietz, Ibberson and Paden.

President Dietz called an executive session at 9:00PM for Council to discuss an employee relations matter and a legal matter. Mr. Grimm and Mr. Hoffman left Council Chambers. President Dietz called the meeting back into regular session at 9:35PM.

Unfinished Business

Final Approval on Millersburg Area School District Subdivision Plans – Manager McGann reported that the plans have not been received and the matter was tabled.

Amendment to State Street Storm Sewer Project Grant – Manager McGann reported that the amendment covers the additional engineering costs which were necessary. Motion by Cl'm Ibberson, seconded by Cl'm Paden to approve Amendment No. 1 to the Subrecipient Agreement between Dauphin County and the Borough for the storm sewer relocation. Motion carried.

Brinjac Engineering Invoice – State Street Storm Sewer Project – Motion by Cl'm Paden, seconded by Cl'm Ibberson to authorize Manager McGann to submit Brinjac Engineering's invoice for \$53,000 to Dauphin County for payment. Motion carried.

New Business

Abuse and Molestation Policy – The policy was tabled for further review with possible incorporation into the employee manual. Deibler, Straub and Troutman has quoted \$125 to add this coverage. Motion by Cl'm Ibberson, seconded by Cl'm Paden to approve the expense. Motion carried with yes votes from Cl' ms Boyer, Breach, Dietz, Ibberson and Paden.

Flood Insurance for Welcome Center - Deibler, Straub and Troutman has quoted \$519 to add this coverage. Motion by Cl'm Breach, seconded by Cl'm Ibberson to approve the expense. Motion carried with yes votes from Cl' ms Boyer, Breach, Dietz, Ibberson and Paden.

Cyber Liability Insurance Coverage – Manager McGann reported that Deibler, Straub and Troutman has quoted \$990 to add this coverage. Council agreed to consider this during next year's renewal.

2016 Wage Certifications – Council reviewed the certification as prepared by Secretary Jackson. Motion by Cl'm Breach, seconded by Cl'm Ibberson to approve the 2016 wage certification. Motion carried with yes votes from Cl' ms Boyer, Breach, Dietz, Ibberson and Paden.

Public Works Employee Evaluations – Manager McGann reported that he has completed the evaluations and that he has reviewed them with Chairman Wolfe and will review with the Public Works employees.

2016 Solvency Fee – Motion by Cl'm Ibberson, seconded by Cl'm Breach to not participate. Motion carried.

Borough Resolution No. 15-12 – Dauphin County 2015 Hazard Mitigation Plan – This resolution updates the County's Hazard Mitigation Plan. Motion by Cl'm Ibberson, seconded by Cl'm Paden to approve the resolution. Motion carried.

Borough Resolution No. 15-13 – Upper Paxton Twp./Millersburg Borough Emergency Operations Plan – This resolution approved the updates to the Emergency Operation Plan as provided by EMC Grimm. Motion by Cl'm Ibberson, seconded by Cl'm Breach to approve Borough Resolution No. 15-13. Motion carried. EMC Grimm requested that Secretary Jackson provide updated contact information and Manager McGann provide updated inventory lists of equipment.

Borough Resolution No. 15-14 – 2016 Fee Schedule – Council made revisions to fees listed under the MYO Compost Permit section. Motion by Cl'm Paden, seconded by Cl'm Ibberson to approve Borough Resolution No. 15-14 as amended. Motion carried.

Borough Resolution No.15-15 – UDIDA TERFA AICUP – This resolution provides for the Upper Dauphin Industrial Development Authority to approve a bond issue for the financing of a project by the Association of Independent Colleges and Universities of Pennsylvania. Motion by Cl'm Ibberson, seconded by Cl'm Breach to approve Borough Resolution No. 15-15. Motion carried.

Borough Ordinance No. 5-15 – 2016 Tax Levy Ordinance – This ordinance sets the real estate tax at 4.94 mills and the fire protection tax at .478 mills for 2016. Motion by Cl'm Breach, seconded by Cl'm Ibberson to approve Borough Ordinance No. 5-15. Motion carried.

Parcel Number 45-009-023 Repository Bid – Dauphin County Tax Claim Bureau has provided a repository bid on Parcel 45-009-023 for \$500 from ERSA Group, LLC from Rockville Maryland. Motion by Cl'm Boyer, seconded by Cl'm Ibberson to accept the bid. Motion carried.

2016 Meeting Schedule – The following dates were set for January 2016: Reorganization meeting - January 4th; Council meeting – January 13th; Millersburg Planning Commission meeting – January 14th; and Committee meetings – January 27th.

Organization Appointments – The Millersburg Area Authority has advised that Dave Hawley's term will expire at the end of this year and that he has agreed to be reappointed. Jeff Engle from the Upper Dauphin Industrial Development Authority has advised that Dale Hoover's term will expire at the end of this year and that he has agreed to be reappointed. Motion by Cl'm Ibberson, seconded by Cl'm Breach to reappoint Dave Hawley to the Millersburg Area Authority for another five-year term and to reappoint Dale Hoover to the Upper Dauphin Industrial Development Authority for another five year term. Motion carried.

Motion by Cl'm Ibberson, seconded by Cl'm Paden to advertise the Millersburg Planning Commission vacancy in the Upper Dauphin Sentinel as a display advertisement after running as a press release; information is to run two consecutive weeks. The deadline to receive letters of interest is January 13, 2016. Motion carried with yes votes from Cl' ms Boyer, Breach, Dietz, Ibberson and Paden.

Communications – All communications were made available to Cl' ms. Manager McGann will provide more information on the 2016 PSAB annual conference as it becomes available.

Organization Reports

Dauphin County Tax Collection Committee – Secretary Jackson gave a brief report to the Council on the fourth quarter report from Keystone Collections Agency.

Next Meetings – President Dietz announced that there will be no December Committee meetings. The next meeting will be the Reorganization meeting on January 4, 2016.

Motion by Cl'm Ibberson, seconded by Cl'm Paden to adjourn the meeting at 10:20 PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary