

**Millersburg Borough Council Committee of the Whole
Minutes**

March 23, 2016

Millersburg Borough Council Chambers

Present: Committee Chairs Chris Dietz, Gary Ibberson, Kathy Wolfe, Joy Breach, Brent Boyer, John Hoffman and Trudy Paden. Borough Manager Chris McGann was also present. Guests were Aaron Troutman and Molly Wagner. Leah Eppinger representing Dauphin County Planning Commission was present. Dave Sassaman represented the Upper Dauphin Sentinel.

The meeting came to order at 7 p.m.

Music Festival Proposal

MYO Music Festival: Mr. Troutman addressed the Council with a proposal for a music festival to be held at MYO Park on Saturday, August 27 between 1 p.m. and 7 p.m. There are no pavilion rentals that day and the festival is tentatively scheduled for that day. Special provisions for the event, including security and the possibility of alcohol being allowed were discussed. Council also outlined the potential fees. McGann will work with Mr. Troutman to put together an event agreement. Council would like to review the agreement at the May Committee meeting.

Zoning Ordinance

Zoning Ordinance: Ms. Eppinger presented an overview of the proposed ordinance, which was recommended by the Millersburg Planning Commission. Unlike traditional single-use (Euclidean) zoning, Millersburg's proposed ordinance is a form-based model. This decision was made because form-based zoning seems a better fit for an already developed community. The upshot is that this ordinance would not govern how a building is used. Instead, it would govern the appearance of new development. The most common elements governed include the front porch area, set backs, fence height, appearance of signs, lot size, and allowable parking.

It was noted several times that anything existing when the ordinance goes into effect is "grandfathered" and does not need to conform to the ordinance unless the building is replaced. Unless a building is destroyed by fire and replaced, new construction would have to conform to the ordinance (or be granted a variance or special exception).

Council went through the ordinance and asked Ms. Eppinger to make a number of revisions to the draft. McGann also reported that he asked for a number of irrelevant definitions to be removed from the draft. Due to the late hour, Council did not get through the entire draft ordinance. Another meeting was scheduled for Wednesday, March 30 at 7 p.m. to wrap up work on the ordinance. McGann will take care of the appropriate legal advertising.

McGann previously prepared a schedule for approval of the ordinance. Since Council did not finish during the meeting, review by the Dauphin County Planning Commission will

need to wait until their meeting on May 2. After the County Planning Commission receives and approves the draft, it cannot be substantially altered without another round of approvals. The Borough Council must wait 45 days after approval by the County Planning Commission to hold the required public hearing. This will likely push final approval until July. McGann will update the schedule to reflect the change.

Streets Committee

2016 Paving Bids: McGann opened the bids for the paving project. Bids were received from New Enterprise Stone and Lime Inc., Mid-State Paving LLC, and Jay Fulkroad and Sons Inc. The apparent low bidder is New Enterprise with a quote of \$59,628.56. The bid will be reviewed by the Engineer and Solicitor prior to final approval.

Streets Committee Action Item:

2016 paving project bid award

Parks Committee

Mock DUI Crash: The Millersburg High School chapter of Students Against Destructive Decisions (SADD) has requested the use of the parking lot at Seal Park for a Mock DUI demonstration. The school cannot hold the event on their property due to construction. Council reviewed the proposed agreement and made minor revisions. It will be forwarded to SADD for a signature. McGann was directed to confirm that there are no pavilion rentals that day.

DCNR Grant: McGann reported that he is working on a C2P2 grant through DCNR. This grant would fund a master parks plan for Seal, Bradenbaugh and Market Square Parks. As part of this process, Council will need to pass a resolution authorizing submittal of the grant.

Bradenbaugh Park Upgrades: Millersburg Area Girl's Youth Softball (MAGYS) is working on upgrades to the concession stand. At their own expense, MAGYS will run water to the concession stand and install a uni-sex restroom in the existing storage shed. The proposed upgrades will add \$5,000 in value to the building. This would result in an insurance premium increase of about \$10. McGann was directed to add this to the policy. Council also directed McGann to follow up on some permitting issues related to the project.

Daniel Miller Fountain Repairs: McGann reported on his dealings with the insurance companies involved. Council directed him to update the Solicitor on the situation.

Parks Committee Action Items:

Facility Use Request – SADD Mock DUI demonstration
DCNR Grant Resolution

Property Committee

Electricity Rates: McGann reported that our electricity purchasing consortium would like to issue a request for proposal (RFP) for the rates for 2018 and 2019. He was unclear if

this requires Council approval. Council had no objections to seeking prices. McGann was directed to tell the consortium to go ahead with the RFP.

Public Safety

PEMA DAP 2: As of the time of the meeting, we still do not know if a Presidential Disaster Declaration will be issued for the January snow event. If the declaration is made, Council will need a resolution authorizing a signer on behalf of the Borough. McGann prepared the paperwork, known as a DAP-2 for Council action.

Public Safety Committee Action Item:

DAP 2 Resolution

Other Business

HRG Invoice: We received the first invoice for HRG's work on the State Street Storm Sewer Project.

There being no further business, the Committees adjourned at 11:16 p.m.

Respectfully Submitted

Christopher McGann
Millersburg Borough Manager