

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

July 27, 2016

Millersburg Borough Council Chambers

Present: Committee Chairs Joy Breach, Trudy Paden, Gary Ibberson, Brent Boyer, and John Hoffman. Mayor Rick Ibberson and Borough Manager Chris McGann were also present.

The meeting came to order at 7:45 p.m.

Police Department Phone Numbers

Mayor Ibberson reviewed the status of various phone number associated with the police department. In the Mayor's opinion, the (717) 692-4713 number is unnecessary and costs \$88 per month. He will work on the necessary changes to remove this number.

Pine Street Lot Clean Up

There are several piles of wood, concrete, asphalt and various other types of debris at the Pine Street lot. This debris is the result of various jobs that the public works crew has performed recently. Chairman Boyer asked about the possibility of using the previously authorized expenditure to clean the MYO Park brush pile to clean up these piles as well. Boyer will check with the contractor on the price of this project.

Truck Purchase

Chairman Hoffman worked with Sunbury Motors on specifications on the proposed truck purchase. The quoted price is \$62,177, but Hoffman will contact the salesman to see if the price can go lower. The target budget price is \$60,000 McGann noted that the trade-in value on the 1996 F-350 is \$2,500, but we will likely get more through a sealed bid process. McGann also reported that a different company has expressed an interest in outfitting the bed and plow. A full proposal will be ready for the Council meeting.

Paving Project Overrun

Manager McGann reported that there were cost overruns associated with the paving project. New Enterprise sent a preliminary invoice, but the project manager is investigating options to limit the cost overrun. One part of the overrun was \$2,500 for additional stone to reinforce some soft spots that were discovered upon excavation. McGann approved this item on site. Council approved similar work on the previous two paving jobs. Additionally, the contractor had to install more material than was called for in the specs. The project manager reported to McGann that it appears the Borough engineer underestimated the necessary material. When the final costs are known, this issue will be revisited at the Council meeting.

Storm Sewer Clean Out

McGann reported that he will be asking permission to contract with Nazztech to do some storm sewer work. The major work would be the Boyd Street pipe that has been problematic. Some other pipes will be addressed as well. This item was budgeted.

Light-Heigel Invoices

The Borough has received two invoices totaling \$487.51 from Light-Heigel for various property maintenance enforcement activities. These items were requested by the Borough. The Committee members concurred that these invoices can be charged to line item 413.130 (Code Enforcement Officer Wages). McGann will also follow up on the status of these enforcement activities.

Zoning

McGann reported that he has not received any applications for appointment to the Zoning Hearing Board. If we do not have enough people to appoint to the ZHB, the Council will not be able to finalize the zoning ordinance.

RFP – Historic District

The Planning Commission would like to pursue a historic district designation for the downtown portion of the Borough. In order to plan for this, the Planning Commission will need an idea of the cost. The Committee members did not object to an action item to request RFPs for such a project.

The following action items will be on the agenda:

Parks: Facility Use Agreement – Teener League Fall Ball
Property: Truck Purchase
Property: Debris Clean Up – Pine Street Lot
Property: 101 West Street Parking Sign
Streets: Storm Sewer Clean Out
Streets: 2016 Paving Project Invoice
Streets: Ordinance No. 1-16 Transferable Parking Permits
Old Business: Zoning Hearing Board Appointments
Old Business: Resolution No. ____ Setting Zoning Permit Rates
Old Business: Designation of Stenographer
Old Business: Ordinance No. 2-16 Zoning Ordinance
Old Business: BL Companies Invoices (Ferry Association Gaming Grant)
Old Business: HRG Invoices (State Street Storm Sewer)
New Business: RFP: Historic District

There being no further business, the meeting adjourned at 8:23 p.m.

Respectfully Submitted



Christopher McGann
Millersburg Borough Manager