

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

August 24, 2016

Millersburg Borough Council Chambers

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

The meeting came to order at 8:50 p.m.

Employee Manual Updates

McGann distributed draft copies of proposed revisions to the employee manual. These updates cover Sections 701, 702, and 709 of the manual and include items related to employees' health insurance benefits. The items covered in these sections deal with expiration of medical insurance coverage in the event that an employee takes extended leave and amends the "opt out" option to match the police contract. The Borough Solicitor has already reviewed the language and has no legal objections. Discussion was tabled to the September committee meeting. Chairwoman Wolfe then left the meeting.

Dauphin County Land Bank

The Borough recently purchased the former Millersburg Reamer building on Pine Street as part of a deal to use the open field for parking. The building will need to be renovated or razed. One option that would be no cost to the Borough is the Dauphin County Land Bank. The Land Bank is funded through a combination of Gaming Grant money, funds from the resale of redeveloped properties and one-half of the real estate taxes for the first five years following redevelopment. The Land Bank is pursuing Gaming Grants this year to start three other projects and they would be happy to include this project. After discussion, the committee is agreeable allowing the Land Bank to pursue this opportunity; however the committee would like to take some time to consider what will replace the existing building. McGann will communicate that to the Land Bank.

2017 Budget

Budget worksheets were distributed to Committee Chairs. McGann invited the Chairs to take some time to discuss with him the Borough's needs for 2017.

Fire Company Agreement

Chairwoman Breach distributed the latest draft of the agreement with the Millersburg Fire Company. The intent is to review the agreement at the Council meeting. Chairs were asked to review the draft and forward any corrections or concerns to Breach and copy McGann before the Council meeting. If Council agrees to the final language, the agreement would be forwarded to the fire company for their concurrence.

Fire Company Audit Update

Mayor Ibberson reported that the audit has not been completed yet because the auditor representing Upper Paxton Township has serious health problems.

MYO Park Brush Pile Signs

The clean out of the brush pile is complete. McGann distributed samples of signs that will be purchased and posted at the site. One correction was noted and the Committee asked that the signs be large and clearly visible.

Disaster Relief Reimbursement

This afternoon, PEMA formally advised the Borough that the disaster relief claim for the January snowstorm was approved. The total payout should be \$6,224.81. This figure represents 75 percent of the costs incurred in a 48 hour period for the response as well as the Manager's time tracking and reporting the claim. Included in the claim are the following items: contracted services, public works overtime hours, equipment usage, and salt usage. The Borough has already paid out \$5,160 for contracted snow removal services and there is still an outstanding invoice from the Millersburg Area Authority totaling \$1,320. This invoice is included in the claim. The Authority agreed to wait for payment until the Borough receives the funds and would forgive the invoice if the claim were not approved. Payment of this invoice will be on the Council meeting agenda.

Shade Tree Ordinance

Chairman Boyer previously discussed revisions to the Shade Tree ordinance. McGann worked on this item and distributed a draft of a proposed ordinance for Committee members' review and comment. Chairman Boyer would like to revisit this item after we wrap up the Property Maintenance Ordinance.

The following action items will be on the agenda:

Old Business: Fire Company Agreement

New Business: Millersburg Area Authority Invoice

There being no further business, the meeting adjourned at 9:25 p.m.

Respectfully Submitted

Christopher McGann
Millersburg Borough Manager