

**Millersburg Borough Council
Minutes
August 24, 2016
Millersburg Borough Council Chambers**

Call to Order – President Dietz re-called the Council meeting to order at 7:06PM with Cl’ms Boyer, Breach Hoffman, Ibberson and Wolfe present. Solicitor Terrence Kerwin, Mayor Ibberson, Manager McGann and Secretary Jackson were also present.

President Dietz called an executive session at 7:06PM to discuss an employee matter, a legal matter and a real estate matter. The meeting was called back in to regular session at 8:28PM.

Dwayne Daniel Termination – Solicitor Kerwin reported that during the executive session an employee issue was discussed. The solicitor was asked to review the entire matter from a legal standpoint. Motion by Cl’m Wolfe, seconded by Cl’m Breach that, based upon a number of facts including the fact that the Borough is such a small municipality that it lacks the ability to accommodate Mr. Daniel based upon his current physical status, to terminate Mr. Daniel’s employment status with Millersburg Borough as of August 24, 2016. Solicitor Kerwin will prepare and send Mr. Daniel a letter notifying him of that decision and also indicating to him that the Borough would provide his regular benefits through September 30, 2016 providing he pays his employee contributions. Mr. Daniel’s payment of vacation time and personal leave will take place September 8, 2016 by direct deposit. Motion carried. Solicitor Kerwin then left the meeting.

Appointment of Zoning Administrator – Manager McGann reported that Council must appoint a zoning administrator. Motion by Cl’m Wolfe, seconded by Cl’m Ibberson to appoint the Borough Manager as the zoning administrator. Motion carried.

Request For Proposals – Historic District – This matter was tabled.

Officer Palmer Resignation – Mayor Ibberson reported that Officer Bret Palmer has submitted a letter of resignation due to receiving full time employment with Steelton Borough. Motion by Cl’m Wolfe, seconded by Cl’m Ibberson to accept Officer Palmer’s resignation. Motion carried.

Matthew Mavretic Invoice – Recently a tree limb fell onto Center Street and blocked the roadway. Initial attempts to contact the homeowner were unsuccessful. The Public Works crew cut the tree up and hauled it away and Manager McGann invoiced the property owner accordingly. Council discussed the need for a policy to address invoicing procedure. Motion by Cl’m Hoffman, seconded by Cl’m Wolfe, that if a tree or limb falls on a Borough Street due to neglect, the Public Works crew shall clean up and the property owner will be invoiced. If the tree or limb falls due to a storm or other natural disaster, the Public Works crew will clean up and there will be no charge to the property owner. Mr. Mavretic’s invoice stands. Motion carried. President Dietz directed Manager McGann to send a corrected invoice to Mr. Mavretic (correction from three to two dump trucks; no change in the total charge) and to relay forester Andy Brought’s suggestion that the remainder of the tree limb should be taken down as well as the tree next to it.

Motion by Cl’m Wolfe, seconded by Cl’m Ibberson to adjourn the meeting at 8:50PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary