

**Millersburg Borough Council**  
**Minutes**  
**September 14, 2016**  
**Millersburg Borough Council Chambers**

**Call to Order** – President Dietz called the Council meeting to order at 7:03PM with CI’ms Boyer, Hoffman, and Ibberson 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** – Vanessa Snyder, David Warner, Kinda Warner, William Baker, Donald Herrold, Dean Spotts, Donald Wingard and Thomas Hoy.

**Approval of Minutes** – Motion by CI’ m Boyer, seconded by CI’ m Hoffman to approve the minutes from the August 10 and August 24, 2016 meetings as presented. Motion carried.

**Public Comment** – President Dietz recognized Vanessa Snyder, David Warner and Kinda Warner. They were present to lodge a complaint against the Millersburg Borough Police. Ms. Snyder explained that on June 28<sup>th</sup> she reported an uninspected vehicle being driven and parking in the 300 block of Moore Street. She further reported that as of August 26<sup>th</sup> the situation is still on-going. Ms. Snyder and Mr. and Ms. Warner voiced complaints regarding the lack of police action towards an ordinance violation. Mayor Ibberson responded that in order to cite the owner for an uninspected vehicle, the police must see the individual driving it. President Dietz stated that this will be discussed later during the meeting to see if any changes need to be made in the ordinance or in enforcement procedure. Ms. Snyder, Mr. Warner and Ms. Warner then left the meeting.

President Dietz next recognized Donald Wingard, who addressed Council on behalf of the Historical Society of Millersburg and Upper Paxton Township. The Historical Society is concerned with the safety of the Daniel Miller fountain. CI’ms were provided with quotes from Rock of Ages Corporation for four different styles of bollards. The Historical Society is offering to cover the cost of four Type 4 bollards, plus shipping for a total of \$12,600. Installation of the bollards is not included in the offer. Regarding the underground vault, from a historical standpoint, the Society would like the vault to remain in order to possibly have function restored to the fountain, rather than be filled in. President Dietz stated that both the bollards and the vault will be discussed during Parks Committee business later in the meeting. Mr. Baker, Mr. Herrold, Mr. Hoy, Mr. Spotts and Mr. Wingard then left the meeting.

**Financial Reports** – Motion by CI’ m Hoffman, seconded by CI’ m Ibberson to accept the Financial Report as presented. Motion carried. The Capital Improvement Report was reviewed. Mayor Ibberson reported that he has requested a price on a 2017 police vehicle from Rick Klinger at Sunbury Motors. Motion by CI’ m Hoffman, seconded by CI’ m Ibberson to approve the Check Detail Report as presented. Motion carried with yes votes from CI’ ms Boyer, Dietz, Hoffman and Ibberson.

**Committee Reports**

**Employee Relations**

**Principal Short Term Disability Insurance Contract Amendment** – Secretary Jackson reported that this amendment updates both the percentages of coverage to conform to the Employee Manual and Police Contract and the wage caps for calculating the benefit. Motion by CI’ m Ibberson, seconded by CI’ m Hoffman to approve the amendment. Motion carried with yes votes from CI’ ms Boyer, Dietz, Hoffman and Ibberson.

**PSAB Webinar – The Role of the Municipal Administrator** – Manager McGann requested permission to take the webinar from noon to 1:30PM on November 2<sup>nd</sup> and 3<sup>rd</sup>. The cost is \$90. Motion by CI’ m Hoffman,

seconded by Cl'm Boyer to approve the request as presented. Motion carried with yes votes from Cl'ms Boyer, Dietz, Hoffman and Ibberson.

PMHIC Renewal Meeting – Secretary Jackson requested permission to attend the semi-annual health insurance consortium meeting in Harrisburg on October 7th. Preliminary renewal rate information, an update on 2015 surplus distribution and 2016 claim fund performance will be presented. Motion by Cl'm Ibberson, seconded by Cl'm Hoffman to approve the request as presented. Motion carried.

### **Finance and Risk Management**

2017 Budget – Manager McGann suggested that the September and October Committee meetings be reserved for budget preparation.

President Dietz called an executive session for employee matters at 7:53PM. The meeting was called back into regular session at 8:15PM.

### **Parks and Recreation**

Daniel Miller Fountain Change Order – Cl'ms reviewed the Houck Services' quote for \$7,475 to install a six inch thick concrete liner inside the underground vault. This would allow the water and sewer to be reactivated. The expense could be paid for using remaining UDITO settlement funds. Motion by Cl'm Ibberson, seconded by Cl'm Hoffman to approve the quote and proceed as outlined. Motion carried with yes votes from Cl'ms Boyer, Dietz, Hoffman and Ibberson.

Daniel Miller Fountain Bollards – Motion by Cl'm Boyer, seconded by Cl'm Hoffman to accept the Historical Society's proposal and to adjust the transition line on the Type 4 bollard up by six inches (3'6" square, 2'round). Motion carried. There will be no chains. The Borough will place the order and pay the invoice and request reimbursement from the Historical Society. Council directed Manager McGann to prepare a letter to the Historical Society for Cl'm Boyer's signature accepting their offer and outlining the procedure.

Riverfront Park Update – Cl'm Boyer reported that the drainage pipes have been re-installed. The handrail at the steps north of the ferry landing has been repaired. Robert and Marilyn Cowan have offered to pay for paving blocks for underneath the swings in Riverfront Park, as an alternative to cement pads. The Borough would be responsible for installing the pavers. Motion by Cl'm Boyer, seconded by Cl'm Ibberson to accept the Cowan's offer. Motion carried. Council directed Manager McGann to prepare a letter to the Cowans for Cl'm Boyer's signature accepting their offer. Details on the pavers will be decided at a later date.

Event Update – Manager McGann reported that WQLV will not be holding the Cider Sippin' event at the MYO in October, but plans to hold the Wine Tasting and Cider Sippin' events next year.

### **Property**

Truck Purchase – Cl'm Hoffman reported that the truck has been ordered from Ford through Sunbury Motors and a 10-12 week delivery time was quoted. Once delivered, the truck will be going to Martin Steel for the tool box work and Maxwell's Truck and Equipment for lights and plumbing work.

### **Public Safety**

Chairman Ibberson had nothing to report.

Guests' Complaint – Discussion was held about the complaint, specifically Borough ordinance defines an abandoned vehicle. Council and Mayor agreed to discuss further in Committee to possibly create a more direct ordinance and to clear up language and address other vehicles in the existing ordinance.

Cl'm Hoffman relayed three comments he recently received regarding the Borough Police. A resident of Ridgewood Park questioned the decline in neighborhood patrols. President Dietz directed the Mayor to relay this to the officers. A streetlight was requested for an area in Ridgewood Park. A complaint was registered about a Halifax Borough officer visiting with a Borough Officer while both are on duty.

## **Streets**

**Event Agreement – Halloween Window Painting Contest** – The Blaine G. Walter VFW Post No. 5507 requests the use of Borough streets and Veterans Park on October 17<sup>th</sup> from 11:00AM to 5:00PM for the annual window painting contest.

**Event Agreement – Halloween Parade** – The VFW Post requests the use of Market Square and various streets on October 19<sup>th</sup> from 7:00PM to 9:00PM for the annual Halloween parade. Manager McGann explained that the detour has been revised and recommended that Council waive any fees. Motion by Cl'm Ibberson seconded by Cl'm Hoffman to approve both agreements as presented. Motion carried. Mayor Ibberson reported that he was contacted by someone who would like to be the exclusive balloon vendor for the parade, using two or three individuals. They would pay the \$10 per individual vendor fee to the Borough and would like to offer \$125 to the VFW. Mayor Ibberson requested Council's permission for him to discuss this matter with Commander Stansfield and Council agreed.

**Center Street Parking Issue - Family Practice Center** – Council reviewed a proposal for parking on Center Street between West and Market Streets. It is proposed to have the first two spaces west of Market Street metered. The next two spaces would be reserved for Family Practice Center patients and FPC would be invoiced accordingly. The fifth space would remain handicapped parking and the final space would be metered. There would be a net loss of one metered space. Motion by Cl'm Boyer, seconded by Cl'm Ibberson to approve the proposal as presented, to remove the meter at the handicapped space in front of Millersburg Pharmacy on Market Street and to revise the Reserved Parking Sign Guidelines #8 to state that Council's discretion will be used to determine the number of spaces permitted. Motion carried.

**Economic Development** – President Dietz reported that he will be checking with the local businesses to gauge interest in a Shop Small program for the Saturday after Thanksgiving.

## **Mayor's Report**

**Trick-or-Treat Date** – Mayor Ibberson reported that Dauphin County is suggesting October 27<sup>th</sup> for community Trick-or-Treat night and Council agreed; 6:00-8:00PM.

**Manager's Report** – Written report was distributed to Cl'ms. Manager McGann reported that he did a safety walk-through of the garage with positive results. The No Smoking issue was referred to Committee. Council approved the suggested leaf collection schedule of every Monday, Wednesday and Friday, throughout the Borough all days. Council directed Manager McGann to do a press release on leaf collection for the Sentinel and to add this information to the Borough's website. McGann will be closing out the Lykens Valley Rail Trail grant and will send a thank you letter to the Ned Smith Center for working on the project with us.

## **Unfinished Business**

**Millersburg Fire Company Service Agreement** – Manager McGann reported that the latest draft has had some language cleaned up and that it has been reviewed by Solicitor Kerwin. Mayor Ibberson instructed McGann to forward the revised document to Heather Alleman, Fire Company President, showing the Borough's revisions. Millage remains to be set and agreed upon.

**BL Companies Invoice – Millersburg Ferry Boat Asso.** – The Ferry Boat has forwarded an invoice for review. Motion by Cl'm Hoffman, seconded by Cl'm Boyer to approve sending the BL Companies invoice for \$98.47 to Dauphin County for payment through the Gaming Grant. Motion carried.

## **New Business**

Millersburg Area Authority Invoice – In light of having received financial assistance from PEMA/FEMA for the January, 2016 snowstorm, Council revisited payment of the Authority's invoice for snow removal services on January 25-27, totaling \$1,320. Motion by Cl'm Boyer, seconded by Cl'm Ibberson to pay the \$1,320 invoice to the Authority. Motion carried with yes votes from Cl'ms Boyer, Dietz, Hoffman and Ibberson.

2017 Minimum Municipal Obligations for Pension Plans – Secretary Jackson reviewed both MMO's with Cl'ms. Motion by Cl'm Ibberson, seconded by Cl'm Boyer to approve the 2017 MMO's, Non-Uniformed Employee at \$25,098 and the Police at \$848. Motion carried.

Borough Resolution No. 16-14 – This resolution waives the mandatory 5% member contribution for 2017 for the police pension plan. Motion by Cl'm Hoffman, seconded by Cl'm Ibberson to approve Borough Resolution No. 16-14. Motion carried.

**Communications** – All communications were made available to Cl'ms. There was nothing requiring Council action.

## **Organization Reports**

Upper Dauphin COG – President Dietz reported that the next meeting is tomorrow night at the Ned Smith Center.

Millersburg Planning Commission – Manager McGann referred Cl'ms to their meeting minutes and reported that zoning is underway. The Commission reviewed three permit applications.

Millersburg Area Pool Association – No report.

Millersburg Fire Company – Cl'm Ibberson reported that there was not a quorum at their most recent meeting.

Millersburg Area Authority – President Dietz referred Cl'ms to their meeting minutes.

Dauphin County Tax Collection Committee – Secretary Jackson reported that they will meet next week.

Millersburg Ferry Boat Association – President Dietz referred Cl'ms to their meeting minutes.

Property Maintenance Ordinance Committee – Nothing to report.

Dauphin Lebanon County Boroughs Association – President Dietz reported that the August meeting was cancelled due to low responses. The next meeting is set for October 25<sup>th</sup> and the guest speaker will be speaking about a Supreme Court case regarding signs and zoning.

**Next Meeting** – President Dietz announced that the next meeting will be September 28<sup>th</sup> at 7:00PM.

Motion to adjourn made by Cl'm Ibberson, seconded by Cl'm Hoffman. Meeting adjourned at 9:42PM.

Respectfully submitted,

Ann Bowman Jackson  
Borough Secretary