

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

September 28, 2016

Millersburg Borough Council Chambers

Present: Committee Chairs Chris Dietz, Joy Breach, Gary Ibberson, and John Hoffman. Mayor Rick Ibberson, Borough Manager Chris McGann and Borough Secretary Ann Jackson were also present.

The meeting came to order at 7:10 p.m.

Executive Session

An executive session was held to discuss two employee matters and an ongoing legal/real estate matter.

Help Wanted Ad

McGann was directed to place an advertisement in the Upper Dauphin Sentinel seeking a full-time public works employee. This item will be ratified at the next business meeting.

Employee Manual Updates

Committee members were referred to draft language of proposed updates 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 provisions of the police contract. The Borough Solicitor has already reviewed the language and has no legal objections. Committee members had no further discussion on this matter and the item will be placed on the agenda for the next business meeting.

Dauphin County Land Bank

There was a discussion of the status of the former Millersburg Reamer Building and Dauphin County's offer to consider the property for the Land Bank proposal. Dauphin County Economic Development Director George Connor is pursuing Gaming Grant money this fall for the next round of land bank projects and needs to know if the Borough is committed to the proposal. The committee members decided to explore some additional options, but would still like to hear a presentation from Mr. Connor in the first quarter of 2017 for possible inclusion in a future round of Land Bank projects.

Reinforced Turf

McGann reported that he has been exploring the cost to install reinforced turf at the field behind the former Reamer factory. The Borough's intent is to use the field for parking and the Master Parks Plan includes a proposal for reinforced turf parking to help protect the existing grass. Due to flood plain concerns and the provisions of the lease on the property, paving is not an option. Preliminary estimates show that such a project would likely require grant funding. McGann was advised not to spend too much time on this matter at this time.

Parking Issues

The committee discussed a number of parking issues within the Borough. The following items were specifically addressed:

1. A request for a residential handicapped parking space on the 400 block of Market Street was denied. This is consistent with previous decisions.
2. The parking meter at the handicapped space at the Millersburg Pharmacy is to be removed.
3. A request was received from a business for a reserved parking space. This business is not located adjacent to metered spaces, so the ordinance allowing for purchasing reserved spaces does not apply. McGann was directed to study the ordinance to see if there would be a way to accommodate such a request.
4. McGann was directed to have the public works crew erect barricades blocking the walking path at Seal Park prior to home high school football games. Game spectators have been driving on the path and parking in the Park.
5. Committee members were referred to a draft ordinance that addresses trailers and oversized vehicles parking on public streets, parking unregistered and uninspected vehicles on public streets, and parking in public parks. Members were asked to carefully review the draft ordinance and suggest any changes.

Paper Streets and Right of Way Issues Other

McGann presented a list of 11 Right of Way concerns that he has identified within the Borough. He was not asking for action or decisions on these issues, but wanted to bring the issues to the committee's attention. McGann was directed to investigate whether liquid fuels funding is available for unpaved streets.

Governor's Awards for Local Government Excellence

The Governor's Center for Local Government Services is seeking nominations for the 2017 Governor's Awards for Local Government Excellence. McGann will nominate Millersburg Borough for the new zoning ordinance.

2017 Budget

The balance of the meeting was dedicated to work on the income side of the 2017 budget.

The following action items will be on the agenda:

Employee Relations: Help Wanted Advertisement – public works employee

Employee Relations: Employee Manual Updates

There being no further business, the meeting adjourned at 9:40 p.m.

Respectfully Submitted,

Christopher McGann
Millersburg Borough Manager