

**Millersburg Borough Council Minutes**  
**October 12, 2016**  
**Millersburg Borough Council Chambers**

**Call to Order** – President Dietz called the Council meeting to order at 7:00PM with CI’ms Breach, Hoffman, Ibberson, Paden and Wolfe 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** – None.

**Approval of Minutes** – Motion by CI’m Wolfe, seconded by CI’m Ibberson to approve the minutes from the September 14 and September 28, 2016 meetings as presented. Motion carried.

**Financial Reports** – Motion by CI’m Wolfe, seconded by CI’m Breach to accept the Financial Report as presented. Motion carried. The Capital Improvement Report was reviewed. Motion by CI’m Wolfe, seconded by CI’m Hoffman to approve the Check Detail Report as presented. Motion carried with yes votes from CI’ms Breach, Dietz, Hoffman, Ibberson, Paden and Wolfe.

**Committee Reports**

**Employee Relations**

**Help Wanted Advertisement – Public Works Employee** – Council ratified direction previously given to Manager McGann to place the advertisement. Motion by CI’m Wolfe, seconded by CI’m Paden to approve placing the ad. Motion carried with yes votes from CI’ms Breach, Dietz, Hoffman, Ibberson, Paden and Wolfe. Resumes are due October 17<sup>th</sup>. Copies of all resumes are to be sent to CI’ms. A special meeting will be held to conduct interviews on October 31<sup>st</sup> beginning at 6:00PM. The interviews are to be scheduled at one-half hour intervals.

**Employee Manual Updates** – These updates cover Sections 701, 702, and 709 of the manual and include items related to employees’ health insurance benefits. Motion by CI’m Wolfe, seconded by CI’m Breach to approve the employee manual updates. Motion carried. Secretary Jackson was directed to contact Brian Floyd for the status on rate quotes for life, AD&D and short term disability coverage through the consortium.

**PMHIC Renewal Report** – Secretary Jackson reported to the Council on the recent health consortium meeting. Our health insurance rates will increase 9.7% for 2017. Council may accept those rates or change the plan design or increase employee contributions to offset the increase. We are expecting to receive the remainder of the 2015 surplus of approximately \$9,000 soon. The projection of 2016 surplus is approximately \$4,000.

**Finance and Risk Management** – Chairman Breach had nothing to report.

**Parks and Recreation**

**Event Agreement – VFW Post 5507 Auxiliary - Veterans’ Day Observance** – Manager McGann reported that the VFW Auxiliary is requesting the use of Market Square and Veterans’ Park on Friday, November 11<sup>th</sup> from 6:00 to 8:00PM for a Veterans’ Day observance. Their certificate of insurance has been received. Motion by CI’m Paden, seconded by CI’m Ibberson to approve the agreement as presented. Motion carried.

**Daniel Miller Fountain Update** – Manager McGann advised the Council that the fountain will be reassembled the week of October 24<sup>th</sup>. The work should last three days.

## **Property**

Light Pole Damage – 101 West Street – Manager McGann reported that a CAT bus hit one of our pole lights in front of the Borough building and asked Council if they would prefer to have it repaired by a welder (\$500 estimate) or replaced. If replaced, CAT has agreed to pay for three lights, so that they all match. The matter was tabled for Committee review. Manager McGann and Secretary Jackson will research styles, prices and installation costs for commercial lights.

New Truck Update – Cl'm Hoffman reported that the truck should be delivered in November and will need to go for the tool box work and lights and plumbing work. Further details will be provided at the October 26<sup>th</sup> Committee meetings.

**Public Safety** – Chairman Ibberson had no report.

## **Streets**

Complaint – Cl'm Paden reported that she has spoken to Donald Orndorf, a resident of Upper Paxton Township who complained about the condition of Rising Sun Road, specifically the portion within the Borough. She requested that Manager McGann also speak to him to provide further information.

Manager McGann reported that he is continuing to work on the 2017 Liquid Fuels budget.

**Economic Development** – President Dietz reported that he plans to work on the Shop Small program for the Saturday after Thanksgiving and that he will try to have tourism brochure prices ready for Council's next meeting. Manager McGann reported that he did an interview with a reporter from the Central PA Business Journal today on how small businesses survive. The emphasis was on what local government does to help small businesses.

## **Mayor's Report**

Request for Police Laptop – Mayor Ibberson reported that Officer Trego needs a new laptop. The estimated expense is \$600-700. Council authorized the Mayor to proceed with the purchase.

**Manager's Report** – Written report was distributed to Cl'ms.

## **Unfinished Business**

Millersburg Fire Company Service Agreement – Manager McGann reported that the Fire Chief has advised that they will be meeting with Upper Paxton Township officials on October 18<sup>th</sup> and that they will arrange a meeting with the Borough afterwards.

## **New Business**

Disposition of State Aid Received for Volunteer Fire Relief Association – The amount received from the State was \$12,954.28. Motion by Cl'm Paden, seconded by Cl'm Wolfe to approve sending the full amount of \$12,954.28 to the Millersburg Fire Relief Association, Motion carried with yes votes from Cl'ms Breach, Dietz, Hoffman, Paden and Wolfe. Cl'm Ibberson abstained due to serving as the Fire Relief Association Treasurer.

Excess State Aid for Municipal Pension Plans – Secretary Jackson reported that the amount of state aid received was more than the 2016 MMO's. There is an excess of \$1,436.49. Council directed Secretary Jackson to contact PMRS to find out if the allocation will affect future payouts and what consideration they should give to allocating funds to the fully funded police pension plan versus the underfunded non-uniformed plan.

Borough Resolution No. 16-15 Honoring James A. Bullock – President Dietz reported that he issued a citation as Council President at Mr. Bullock’s funeral service on October 7<sup>th</sup>. This resolution honors the life and service of Mr. Bullock. Motion by Cl’m Breach, seconded by Cl’m Ibberson to approve Borough Resolution No. 16-15. Motion carried.

Ark Safety Invoice – Fire Company Gaming Grant – Motion by Cl’m Wolfe, seconded by Cl’m Breach to forward the Ark Safety invoice for \$63,966.35 to Dauphin County for payment. Motion carried.

Prioritize Gaming Grant Requests – Council agreed to co-sponsor four projects and DCED requested that they be prioritized. Motion by Cl’m Wolfe, seconded by Cl’m Breach to approve the following ranking:

1. Millersburg Borough – MYO Park renovations
2. Millersburg Ferry – stabilization of ferry wall
3. Millersburg Swimming Pool – removal of wading pool; installation of splash pad
4. VFW Post 5507 – restroom and HVAC upgrades; walk-in cooler repairs

Motion carried.

**Communications** – All communications were made available to Cl’ms. There was nothing requiring Council action. Council directed Manager McGann to promote a Comcast special offer for a low income home internet program.

### **Organization Reports**

Upper Dauphin COG – President Dietz reported that the September meeting was held at the Ned Smith Center.

Millersburg Planning Commission – Discussion was held regarding Jesse Romberger’s permit application for a four-bay garage at 799 State Street.

Millersburg Area Pool Association – No report.

Millersburg Fire Company – Cl’m Ibberson had nothing to report. Cl’ms reviewed the letter from the Audit Committee regarding the 2015 audit.

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

Dauphin County Tax Collection Committee – Secretary Jackson reported that Keystone reported that EIT collections are up from 2015. Keystone’s financial audit and internal controls audit have both been completed. While the financial audit is required by law, the internal controls audit is not required and Keystone undergoes this audit at their own expense. For the fourth year in a row there have been no findings.

Millersburg Ferry Boat Association – No minutes were received.

Property Maintenance Ordinance Committee – No report.

Dauphin Lebanon County Boroughs Association – President Dietz reported that the next meeting is scheduled 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 October 26<sup>th</sup> at 7:00PM.

The meeting was recessed to the call of the Chair at 9:23PM.

Respectfully submitted,

Ann Bowman Jackson  
Borough Secretary