

Millersburg Borough Council Minutes
January 11, 2017
Millersburg Borough Council Chambers

Call to Order – President Dietz called the Council meeting to order at 7:03PM with Cl’ms Boyer, Breach (arrived at 7:10PM), Hoffman, Ibberson and Wolfe present. Mayor Ibberson (arrived at 7:35PM), Manager McGann and Secretary Jackson were also present. The invocation was given by President Dietz. Bryson Minnich and Nicholas Wiest, Cub Scout Pack #148, Den 1, presented the colors and led the Pledge of Allegiance.

Guests – Bryson Minnich, Jason Minnich, Tom Snyder, Nicholas Wiest

President Dietz thanked Den Leader Jason Minnich, Bryson and Nicholas for their presentation and leading us in the Pledge of Allegiance.

Approval of Minutes – Motion by Cl’m Wolfe, seconded by Cl’m Ibberson to approve the minutes from the December 14, 2016 meeting as presented. Motion carried.

Financial Reports – Motion by Cl’m Ibberson, seconded by Cl’m Boyer to accept the Financial Report as presented. Motion carried. The Capital Improvement Report was reviewed with a year-end balance of \$66,042.45. This balance will be carried over to begin 2017. Motion by Cl’m Hoffman, seconded by Cl’m Ibberson to approve the Check Detail Report as presented. Motion carried with yes votes from Cl’ms Boyer, Breach, Dietz, Hoffman, Ibberson and Wolfe.

Committee Reports

Employee Relations

Executive Session – Chairman Wolfe announced that an executive session has been requested by Manager McGann.

2017 Benecon Healthcare Benefits Seminar – Jackson – Motion by Cl’m Wolfe, seconded by Cl’m Hoffman to approve sending Secretary Jackson to the Benecon seminar in Lancaster on March 9 and 10 and to reimburse up to \$150 for mileage. Motion carried with yes votes from Cl’ms Boyer, Breach, Dietz, Hoffman, Ibberson and Wolfe.

Finance and Risk Management

2015 Draft Financial Statement – Chairman Breach requested that copies of the draft prepared by Zelenkofske Axelrod be provided to all Cl’ms and that review be tabled to the January Committee meeting.

Parks and Recreation

Bollard Repair – Manager McGann reported that another bollard was hit, just south of Center Street. The offender is known. Motion by Cl’m Boyer, seconded by Cl’m Hoffman to proceed with Flyway Excavating’s proposal of \$2,872 for the repair and to purchase four caps at \$25 each. Motion carried with yes votes from Cl’ms Boyer, Breach, Dietz, Hoffman, Ibberson and Wolfe. Council directed Manager McGann to ask Flyway what type of paint was used. McGann was also directed to get clarification from our insurance agent regarding the necessity of reporting every incident, especially in instances where the offending party is known and is insured.

Facility Use Agreement – WQLV Wine Tasting & Craft Fair – The radio station has requested the use of Riverfront and MYO Parks on May 13 from 8:00AM to 8:00PM for a wine tasting and craft fair. The user fee was set at \$750. Certificates of insurance are pending. Motion by Cl’m Boyer, seconded by Cl’m

Breach to approve the agreement contingent upon receiving the appropriate certificates of insurance. Motion carried.

Millersburg Reamer Lot – Chairman Boyer reported that he would like to pursue appropriate signage for the vacant lot to promote the availability of truck and boat trailer parking.

Property

Borough Resolution No. 17-01– Sale of 1996 Ford Dump Truck – Motion by Cl'm Hoffman, seconded by Cl'm Wolfe to pass Borough Resolution No. 17-01 to provide for the sale of the Borough's 1996 Ford F-350. Motion carried.

Bid Opening – 1996 Ford Dump Truck – Ten bids were opened and recorded as follows:

- Branson Smith, Millersburg - \$3,600.50
- Mark Ferster & Sons Excavating, Dornsife - \$4,610.00
- Collins Paving & Landscaping, Millersburg - \$3,500.00
- Derps Service Center, Joliett - \$4,300.00
- Paul Fisher, Lewisberry - \$2,760.00
- Mike Turns, Halifax - \$3,250.00
- Eric Pinkerton, Tower City - \$3,601.00
- Buck Mulch & Landscape Supply, Drumore - \$5,110.00
- Ron Hines, Shickshinny - \$3,210.00
- Chautauqua Hydroseeding, Bemus Point, NY - \$1,501.00

Motion by Cl'm Hoffman, seconded by Cl'm Boyer to sell the truck to Buck Mulch for \$5,110 or Mark Ferster & Sons for \$4,610 if Buck Mulch falls through. Motion carried. Motion by Cl'm Hoffman, seconded by Cl'm Ibberson to put the total received for the sale of the 1996 Ford F-350 towards the purchase of the new truck. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoffman, Ibberson and Wolfe.

2017 Truck Financing – Manager McGann presented the rates as follows:

- Mid Penn Bank: 2.64% (or 3.99% if we do not qualify as tax exempt)
- Riverview Bank: 2.68% (or 4% if we do not qualify as tax exempt)
- BBT Bank: 4.4% with a declaration fee of \$295

Motion by Cl'm Hoffman, seconded by Cl'm Ibberson to finance with Mid Penn Bank for 2.64% or 3.99%. Motion carried. Chairman Hoffman reported that the truck bed was built at Martin Steel and the truck is now at Maxwell for spreader and hydraulics work. Estimated delivery is three weeks.

Pine Street Garage – Cl'm Boyer would like to discuss this project and has offered to research size, type and associated costs. We should search out grant funding. Manager McGann is to pull prior quote for pole barn for discussion at Committee meetings.

Public Safety – Chairman Ibberson had nothing to report.

Streets

LTAP Crosswalk Recommendation for School Campus – Discussion and review tabled for Committee meetings.

2017 Paving Project – Discussion tabled for Committee meetings.

Economic Development

Report from Chairman – President Dietz reported that he received positive feedback on the Shop Small event. Businesses will be contacted regarding holding a summer event. The new tourism brochures will be distributed.

Parking Meter Bags – Council discussed plastic versus canvas bags. Council directed Manager McGann to ask Solicitor Kerwin if the Borough may do a Go Fund Me campaign. McGann was also directed to contact Virginia Lee while Mayor Ibberson will investigate where the canvas meter bags we currently use were purchased.

Mayor's Report

Police Car Purchase – Mayor Ibberson reported that the purchase is pending. He has asked 911 Rapid Response for detailed upgrade costs. More information will be available for the Committee meetings.

Manager's Report – Written report provided to all Cl'ms.

Millersburg Area Authority Security Cameras – Nick McCarron, Authority Manager, reported to Manager McGann that they will be installing video surveillance cameras in their suite of offices. They have offered to include the Borough in the project. Council directed McGann to find out the costs involved.

Christmas Lighting – McGann reported that the Lions Club raised \$3,900 so far this season. The meter bags and lighting upgrades are possible Go Fund Me ideas. The proposed cost to replace the wiring is \$7,800.

Unfinished Business

Authority Conference Room Heater Replacement and Mini-Split Unit – Council reviewed Lehman's quote for a Sanyo heat pump for the Authority conference room for \$2,282.92 and a Fujitsu mini-split for the Secretary's office for \$2,611.42. A 5% discount is available for doing both at the same time. Motion by Cl'm Hoffman, seconded by Cl'm Ibberson to approve both and to pay for the expense from the general fund reserve. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoffman, Ibberson and Wolfe.

Brinjac Engineering Invoice – State Street Storm Sewer Project – The latest invoice is for \$33,000.00, plus \$10,600 outstanding from June 2016. Motion by Cl'm Ibberson, seconded by Cl'm Hoffman to forward the invoice to Dauphin County for payment. Motion carried.

Houck Contracting Invoice – We received an invoice for \$19,368.25. Motion by Cl'm Ibberson, seconded by Cl'm Hoffman to pay the invoice. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoffman, Ibberson and Wolfe.

New Business

2017 PSAB Membership & Borough News Subscription – Motion by Cl'm Breach, seconded by Cl'm Ibberson to pay to PSAB the \$402 2017 membership dues and \$90 for 9 annual subscriptions of Borough News. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoffman, Ibberson and Wolfe.

Dauphin County Treasurer Return of Uncollected Real Estate Taxes – Motion by Cl'm Wolfe, seconded by Cl'm Ibberson to approve the exoneration for the Dauphin County Treasurer at \$24,714.66 for uncollected 2016 real estate taxes. Motion carried.

DCNR Lykens Valley Rail Trail Grant Account Closeout – The final payment to the Borough is \$7,672. All interest which accrued since the first draw needs to be repaid to the State. Motion by Cl'm Breach, seconded by Cl'm Ibberson to pay \$14.87 to the State. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoffman, Ibberson and Wolfe.

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

Organization Reports

Upper Dauphin COG – President Dietz reported that there was no December meeting. The January meeting will be hosted by Halifax Township.

Millersburg Planning Commission – Manager McGann reported that there was no December meeting. The stone retaining wall erected along Boyd Street at Hoover-Boyer Funeral Homes was not permitted. Light Heigel has been notified and the Dauphin County Conservation District is requiring a silt sock. Work has been suspended. Additionally, there were two driveway violations noted. McGann will send letters out.

Millersburg Area Pool Association – No report.

Millersburg Fire Company – No report.

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

Dauphin County Tax Collection Committee – Secretary Jackson reported that the Committee will meet next in January.

Property Maintenance Ordinance Committee – Cl'm Boyer reported that final draft will soon be ready for the full Council's review.

Millersburg Ferry Boat Association – No report.

Dauphin Lebanon County Boroughs Association – President Dietz reported that the next meeting is scheduled for January 31, 2017. The program will be MS4 stormwater issues.

Zoning Hearing Board – Manager McGann reported that they held their planning meeting. A request is made to Council to appoint one alternate Board member. Council directed that Manager McGann provide one hard copy of the Joint Comprehensive Plan to the Board members for their shared use.

Upper Dauphin Industrial Development Authority

Appointment to Fill Vacancy (Four-Year Term) – A vacancy exists due to Board member Dale Hoover's death. Motion by Cl'm Ibberson, seconded by Cl'm Breach to appoint Kenneth Beach to fill the remainder of Mr. Hoover's term. Motion carried.

President Dietz called an executive session at 9:08PM to discuss employee matters. The meeting was called back into regular session at 9:15PM.

Upper Paxton Township Electronics Recycling Event – Motion by Cl'm Hoffman, seconded by Cl'm Ibberson to allow a Public Works employee to work the Electronics Recycling event two Saturdays during 2017. Motion carried.

Next Meeting – President Dietz announced that the next meeting will be January 25th at 7:00PM.

Motion by Cl'm Hoffman seconded by Cl'm Breach to adjourn the meeting at 9:15PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary