

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

May 24, 2017

Millersburg Middle/High School Cafeteria

Present: Committee Chairs Chris Dietz, Joy Breach, John Hoffman, Trudy Paden, and Kathy Wolfe. Borough Manager Chris McGann and Cpl. Dan Wise were also present.

Guests: There were 46 guests in attendance. See attached sign-in sheet.

The meeting came to order at 7 p.m. Council President Chris Dietz said an invocation and led the Pledge of Allegiance.

Millersburg Memorial Day Veterans Banner Program

It was brought to the attention of Council that there were some objections to the placement of several banners in Riverfront Park. A petition to move those banners to another location was started. In reaction, a counter petition was circulated around town to keep the banners in their current locations. The counter petition was received with 679 signatures. The original petition was not received.

All Committee chairs present individually addressed the guests. A copy of President Dietz's remarks is attached.

Manager McGann outlined the pre-established ground rules for public comment.

Kathy Mumma: Ms. Mumma addressed the Committee on behalf of the Memorial Day Veterans Banner Program. She explained that PPL had given prior approval to place banners on a number of their poles, dating back to the 2007 Bicentennial celebration and other previous events. She also presented written authorization from the Millersburg Boat Club to post banners on the light poles that the club manages. She pointed out that the previous action by Council was a blanket authorization to use all pre-approved poles. The consensus of Committee members was that they did not realize at the time that the blanket authorization included poles in Riverfront Park. It was also announced that additional banners will be offered due to overwhelming demand. Ms. Mumma and Ms. Southard were asked to provide to the Borough the locations of poles to be used in advance of hanging the banners.

Other Comments: Comments were received from the following attendees: Dawn Reese, Darla Shaffer, Bob Snyder, Sue Shadle, Mary Evans, Judy Snyder, Bob Black, Diane Hammaker, Mike Whitcomb and Matt Tschopp. The attendees were in favor of not moving the banners in question. Several speakers expressed disappointment at the negative treatment given to one private citizen who lodged a complaint (later withdrawn) that the banners block the view of the river. Several attendees made statements about Councilman Brent Boyer's handling of the situation. Those statements will be addressed to Mr. Boyer separately.

Action Item: President Dietz announced that a formal vote will be taken at the June 14 Business meeting regarding the banners. The Committee members in attendance came to the consensus that they are in favor of leaving the banners where they are currently hanging.

Memorial Day Parade: VFW Post 5507 Commander Jeff Stansfield invited everyone to the Memorial Day Ceremony and Parade on May 29.

The majority of the guests left the meeting at approximately 8:30 p.m.

Auditor RFPs

The Borough previously issued a Request for Proposals (RFP) for auditing services for FY 2017-2019. Two proposals were reviewed. McGann reminded Committee members that auditors are considered a “professional service,” and are exempt from rules about accepting the lowest responsible bidder. The apparent low bidder is highly recommended by Borough staff members. McGann also noted that the Borough Council has made it a practice to issue RFPs every three years for auditing services, but this is not a requirement of state law.

Pension Disclosures

Our auditor would like a decision from Council regarding the 2016 audit/financial statement. The auditor would like to know if Council would like to see the pension disclosures in the final financial statement. This is not a required part of the audit. The Committee would like to know if the Borough may issue the financial statement and amend it later with the pension information.

Facility Use Agreement Amendment – WQLV Wine Festival

As previously discussed, the wine festival was postponed due to weather. The user has not yet contacted the Borough with a final date, but they are looking at July 1. McGann intends to have an agreement amendment for the Business meeting.

Master Parks Plan Local Study Committee

Joann Smyre has volunteered to represent MAWT on the Committee. That leaves Upper Paxton Township as the only entity that has not formally appointed a member. Chairman Hoffman will follow up. An at-large member will also be needed. McGann was directed to issue a press release to the local press and place an announcement on Facebook.

Rail-Trail Complaint

The Borough received official correspondence from Upper Paxton Township regarding complaints about unleashed dogs on the Rail-Trail. McGann reached out to the Ned Smith Center for assistance and has not received a response yet. Cpl. Wise added that the state leash law requires dogs to be “under the immediate control” of its owner.

Pine Street Lot: Dirt and Gravel Road Project

McGann reported that this project is on hold for now as the most recent traffic counts exceeded 500 vehicles per day.

Apple Street

The Borough received a request from a resident of the 100 block of Pine Street. This resident would like permission (at his own expense) to grade the gravel alley known as Apple Street. After discussion, Borough crew members and the Manager will assess the street and do repairs as necessary.

Millersburg Assembly of God Request

The church has requested the use of Seal Park for a youth (elementary school age) sports camp. The event would run July 17-21 and would also utilize school property. The church has requested consideration of a reduced rate for use of the Seal 4 pavilion for the week. The Committee is willing to consider a rate of 50 percent, based on partial day usage for multiple days. McGann also suggested that Council consider reduced price rates for weekday rental in next year's fee schedule.

PennDOT Safety Expo

McGann has been invited to speak at a safety exposition in Harrisburg, sponsored by PennDOT. Specifically, he will discuss working with the Local Technical Assistance Program (LTAP). Committee members are open to the idea, but asked him to present an estimate of his expenses prior to formal approval at the Business meeting.

Dauphin County Illegal Dumping Task Force

Steven Parish, the illegal dumping enforcement officer for Dauphin County, has asked if McGann is interested in serving on this committee to represent northern Dauphin County. The commitment would be four meetings in the Harrisburg-Steelton area per year. The Dauphin County Office of Solid Waste Management and Recycling is particularly impressed with the Borough's efforts to monitor illegal dumping at the Keystone Street lot. Chairman Hoffman also commented on the success of the electronics recycling program.

The following action items will be on the agenda for the June 14 meeting:

Finance and Risk Management: Audit Proposals

Parks: Veterans Banners in Riverfront Park

Parks: Event Agreement Amendment – Wine Festival

Parks: Event Agreement – Millersburg Assembly of God

Manager's Report: PennDOT Safety Expo

Manager's Report: Dauphin County Illegal Dumping Task Force

New Business: Rail-Trail Complaint

There being no further business, the meeting adjourned at 8:58 p.m.

Respectfully Submitted,

Christopher McGann
Millersburg Borough Manager.