

Millersburg Borough Council Minutes
July 12, 2017
Millersburg Borough Council Chambers

Call to Order – President Dietz called the Council meeting to order at 7:07PM with Cl’ms Breach, 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 Cl’m Wolfe, seconded by Cl’m Breach to approve the minutes from the June 14 and June 28, 2017 meetings as presented. Motion carried.

Public Comment – None.

Financial Reports – Motion by Cl’m Paden, seconded by Cl’m Ibberson to accept the Financial Report as presented. Motion carried. Council reviewed the Capital Improvement Year to Date Report. Motion by Cl’m Paden seconded by Cl’m Wolfe to approve the Check Detail Report as presented. Motion carried with yes votes from Cl’ms Breach, Dietz, Ibberson, Paden and Wolfe.

Committee Reports

Employee Relations

Employee Manual Updates - Safety Regulations – Motion by Cl’m Wolfe, seconded by Cl’m Breach to approve the updates and add them to the Employee manual as an addendum, with copies to be distributed to employees utilizing a sign-off sheet. Motion carried.

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

Certificate of Deposit – Manager McGann called Council’s attention to one of the Borough’s CD’s which will mature in August and asked that they begin thinking about its disposition. Action is planned for the August Committee meetings, so the August Council meeting will be recessed to the call of the chair.

Parks and Recreation

Council reviewed Chairman Boyer’s written report below:

Property Maintenance Inspection Services – Commonwealth Code Inspection Service, Inc. is well into the process of drafting a contract. With the July 4th holiday there was not enough time to have it completed and reviewed. Cl’m Boyer would like to do this at the July 26th Committee meetings. Also, he requests to hold Borough Resolution No. 17-14 until then. Is Council willing and able to recess to the Call of the Chair to be able to take action on both the contract and the resolution at the Committee meetings? Cl’m Boyer would rather not wait until the August Council meeting so that we can have Commonwealth on board two weeks sooner.

River Front Clean-Up – We received Grosser’s invoice for \$1,540. We have \$3,500 budgeted. Brent is asking permission to use the excess money in this line item to do additional clean-up at the MYO compost site, provided the river front doesn’t need a second clean-up. The money would be held in reserve until the end of September because he noted that there are more boaters due to Halifax’s boat launch being closed.

MYO Renovation Project – YSM is working on our proposal.

Design elements by order of priority:

- Construction of the bandstand/pavilion/wedding pavilion with some type of removable shade
- Walking paths to interconnect with all different elements in the Park and parking area
- Children’s play area, but a reduced scope
- Concrete pads under existing pavilions and fenced plaza area/butterfly garden area at old canal house wall
- YSM and Brent do not believe that there will be money left over for the restrooms. We can still seek grants for the restroom modifications at another time.

This gives YSM a more defined scope to enable them to provide their proposal and gives DCNR a refined scope. This is just to get things moving forward and can be discussed. END OF WRITTEN REPORT.

Tree Trimming at Riverfront Park – Cl’m Wolfe reported that she received a complaint about dead limbs in trees north of the ferry boat landing. Council directed Manager McGann to add this trimming to the list of work previously compiled, to obtain estimates from various tree trimmers for review at the July Committee meetings.

Grosser Excavating, Inc. Invoice – Council reviewed invoice for clean-up of the river front for \$1,540. Motion by Cl’m Breach, seconded by Cl’m Ibberson to approve paying the invoice. Motion carried with yes votes from Cl’ms Breach, Dietz, Ibberson, Paden and Wolfe.

Local Study Committee At-Large Member – Manager McGann submitted the name of Maynard Kratzer, of 432 Center Street. Mr. Kratzer is Vice Commander of the local VFW post. Motion by Cl’m Breach, seconded by Cl’m Ibberson to approve Maynard Kratzer to serve on the Master Parks Local Study Committee. Motion carried. Prior to the vote, Manager McGann noted that due to the Study Committee being advisory in nature, Solicitor Kerwin gave his consent for Mr. Kratzer to serve in this capacity, even though Borough Code states that a member of the Millersburg Civil Service Commission may not hold another appointed position.

Semi-Pro Football League Practice – Due to the Rotary Club’s event on August 26th, Manager McGann questioned whether or not the group would be permitted to practice on the ball field and President Dietz said there would be no conflict.

Property

Exterior Lights – Council reviewed a quote from Independence Lighting for \$6,891 for the lights and another quote for installation from Lehman’s for \$950. Manager McGann has supplied both cost estimates to Capital Area Transit, who has forwarded them to their Loss Control Department.

Public Safety

Well Drilling Ordinance – Manager McGann prepared the draft ordinance and requested that Council report any comments to him within the next two weeks. The ordinance will go to DEP after Council finalizes the draft. Solicitor Kerwin’s comment questioned business use being covered as well as residential. President Dietz would like to see financial compensation to the property owner/s as part of remediation and suggested Reliance Environmental be contacted regarding this. Alternately, Dietz asked if DEP could incorporate this into their evaluation of the review packet.

Streets

2017 Paving Project – Manager McGann reported that New Enterprise will begin the paving project in August on the 300 block of Cherry Street and the Race and Cherry Streets intersection. The 800 block of Union Street portion of the project remains undecided.

Economic Development

Borough Website – Manager McGann sent a mock-up of the Borough's new website to the Committee members for review. Feedback was given regarding the home page, the mobile site and menus, all of which McGann will relay to Anthony Levan of Susquehanna Design & Printing.

Mayor's Report

- High Brush Complaint – Mayor Ibberson requested that the brush on the north side of the Creek at Keystone Street be trimmed because it is blocking the Welcome to Millersburg sign.
- Fireworks – The event was well attended.
- Police Department – M-8 needs an engine. Council was asked to consider M-8's disposition. Ibberson authorized McGann to have the Public Works crew pull lights, radio equipment and cage, strip, swap out tires, and remove decals.
- UCR Report – President Dietz asked if it would be possible to track opioid-related calls for any future opportunities of funding to fight the epidemic.

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

Unfinished Business

Appointment to Millersburg Civil Service Commission – Motion by Cl'm Paden, seconded by Cl'm Breach to appoint Gary Ibberson as the third member of the Civil Service Commission, to finish out Harry Chubb's term. Motion carried; Cl'm Ibberson abstained from the vote as the appointee. Manager McGann will advise Mr. Lamereaux of Council's action.

President Dietz called an executive session at 8:05PM to discuss on-going legal issues. The meeting was called back into regular session at 8:55PM. During the executive session, Solicitor reviewed with Council the status of the on-going litigation involving Powell, Rogers & Speaks. Part of the case has been settled - that which involves Shaffer & Engle Law Office and the executor of the estate of Allen Shaffer, Susquehanna Bank Trust Department, now BB&T Bank. Based upon prior discussions, a settlement agreement was prepared for all involved municipalities and school districts, and Solicitor Kerwin recommended that the proposed Settlement Agreement and Mutual Release prepared by Plaintiff's Counsel with Defendants being Allen Shaffer's estate and Shaffer & Engle Law Office be signed by President Dietz, in the best interest of the citizens of Millersburg Borough. Motion by Cl'm Paden, seconded by Cl'm Ibberson to sign the Agreement. Motion carried. Solicitor Kerwin then left the meeting.

New Business

Borough Resolution No. 17-12 Ferry Boats Anniversary – This resolution recognizes the 200th anniversary of the Ferry Boat system and was signed and presented to the Board President at the Fireworks event on July 3, 2017. Motion by Cl'm Wolfe, seconded by Cl'm Paden to retroactively approve Borough Resolution No. 17-12. Motion carried (Cl'm Ibberson had stepped out of the room).

Borough Resolution No. 17-13 Pool Gaming Grant – This resolution sets forth the Borough Council's support for the Millersburg Pool Association to apply for a Dauphin County Local Share Municipal Grant for

funding for a splash pad to replace the aging wading pool. Motion by Cl'm Wolfe, seconded by Cl'm Breach to approve Borough Resolution No. 17-13. Motion carried.

Letter to Senator DiSanto re: PA Uniform Construction Code – Council reviewed draft letter prepared by Manager McGann to State Senator John DiSanto regarding two pieces of pending legislation dealing with administration and enforcement of the Borough's building codes. Council directed McGann to get a clarification from PSAB on the statement within the letter that under the current law, municipalities that opt-in to the PA UCC can only utilize one third party administrator for enforcement and inspections. Motion by Cl'm Wolfe, seconded by Cl'm Breach to approve the letter once clarification is obtained. Motion carried.

Letter of Support for Halifax UM Church Food Bank – This letter to The Foundation for Enhancing Communities expresses the Borough's support of Halifax United Methodist Church's grant application for funds for a commercial grade refrigeration unit. The letter states that half of the food bank's 660 clients are residents of the Millersburg area. Motion by Cl'm Wolfe, seconded by Cl'm Ibberson to approve the letter with one typographical error correction. Motion carried.

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

Organization Reports

Upper Dauphin COG – Cl'm Breach reported that the Northern Dauphin Drug Task Force information was given to COG Secretary, Robyn Loesch to circulate among COG membership. Representative Sue Helm reported on State budget negotiations. She reported that work on the State gaming law is still in process. A representative from PSATS has introduced an Earned Income Tax reimbursement for firefighters as an incentive to keep volunteers. Council agreed to possibly discuss this with the Millersburg Fire Company and Upper Paxton Township.

Millersburg Planning Commission – Cl'm Wolfe reported that there was no meeting.

Millersburg Pool Association – No report.

Millersburg Fire Company – Cl'm Ibberson reported that Heather Alleman has replaced Karen Heckert as Secretary.

Millersburg Area Authority – President Dietz referred Cl'ms to their meeting minutes. Manager McGann will discuss a statement in the June 5, 2017 minutes with Authority Manager Nick McCarron regarding the Board's discussion of the risk of the Borough losing funding for the State Street Storm Sewer project if the Borough waits too long.

Millersburg Ferry Boat Association – President Dietz stated that the boats will be running Friday through Monday and holidays until they get another captain trained.

Dauphin County Tax Collection Committee – Secretary Jackson reported that Keystone gave a report of the 2nd quarter collections. The Audit Subcommittee has reviewed Boyer & Ritter's contracts and the audit drafts for year 2016. The July meeting has been cancelled and the group will next meet in September.

Dauphin Lebanon County Boroughs Association – President Dietz reported that the next meeting is July 25th; Lori Yeich with DNCR will be the speaker.

Zoning Hearing Board – There was no meeting.

Upper Dauphin Industrial Development Authority – There was no meeting.

Next Meeting – President Dietz announced that Committee meetings will be July 26th. Agenda items will be review of tree trimming quotes, exterior lights for the Borough building, the well drilling ordinance and codes enforcement contract and related resolution. The 30-day time limit will be revisited. Additionally the Public Safety Committee will discuss with the police the matter of writing citations for property maintenance code violations.

The meeting was recessed to the Call of the Chair at 9:50PM.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary