

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

Aug. 23, 2017

Millersburg Borough Council Chambers

Present: Committee Chairs Chris Dietz, Gary Ibberson, Joy Breach, Trudy Paden and Brent Boyer. Mayor Rick Ibberson and Borough Manager Chris McGann were also present.

Guests: No Guests

The meeting came to order at 9:03 p.m. following a business meeting.

Millersburg Reamer Building

Manager McGann reported that Dauphin County Landbank has asked if the Borough would like to proceed with a Phase II environmental review to be performed at the site by TRC Solutions. This review is funded by a grant that was obtained by the County. Committee members expressed some concerns and reservations about the proposal. Chairman Boyer will be involved in further discussion with the County and TRC.

Brinjac Invoice

The Borough owes Brinjac \$33,000 for an invoice that Dauphin County will not cover under the CDBG-DR Grant related to the State Street Storm Sewer Relocation Project. Brinjac is open to a payment arrangement. Committee members propose to pay \$15,000 by the end of 2017 and the balance by the end of April, 2018. McGann will forward this proposal to Brinjac for their consideration. If this arrangement is acceptable to Brinjac, it will be an action item.

Motor Vehicle Review Policy

Manager McGann asked the Committee to review the previously presented employee policy and monitoring proposal. Chairwoman Breach suggested that the monitoring proposal may be unnecessary as municipalities can pull motor vehicle records for no charge. She will follow up on this item.

Volunteer Policy Resolution

The Committee reviewed Manager McGann's proposed policy governing volunteer and community service workers. This policy was developed in response to specific issues that have arisen over the years and to address liability concerns. Committee members suggested relaxing the language concerning sex offenders doing community service. The final version of this resolution will be an action item.

MYO Park Project

Chairman Boyer just recently received a proposed reduced scope of work from YSM. He has not had a chance to review it. McGann was directed to circulate the document to all other Council members for review.

Office Copier

Since the brick repointing project came in well under budget, the Committee entertained discussion on replacing the office copier. Manager McGann reviewed several quotes that were previously received. He was directed to negotiate prices with the lower bidders. He will also explore pricing on copiers that have the capability of printing in color.

Halloween Parade Route

Manager McGann proposes to alter the route of the Halloween Parade. Previous changes in the detour were unsuccessful. The Committee would like trucks to detour on to Wiconisco Street. McGann was directed to check prices to rent the required overhead light for night traffic control.

The following action items will be on the agenda for Sept. 13 meeting:

Employee Relations: MVR Policy

Property: Office Copier

Unfinished Business: Resolution No. 17-16 -- Volunteer Policy

New Business: MYO Park Project Scope of Work

New Business: Brinjac Payment Arrangement

There being no further business, the meeting adjourned at 10:00 p.m.

Respectfully Submitted,

Christopher McGann
Millersburg Borough Manager.